



# OLINMUN 2026

## Protocols and Rules of Procedure



Preparation for OLINMUN 2026

# Organizers



**Vania Elena de la Fuente Olguín**

Secretary General 2026

**Amairany Prado Nuñez**

Secretary of Academic Affairs 2026

**Mateo Benita Saldivar**

Chief of Staff and Protocol 2026

**María Fleming Loera**

Secretary of Academic Affairs 2026

**Lucía Herrero Moreno**

Secretary of Logistics 2026

**Daniela Sandoval Careaga**

Coordinator of OLINMUN 2026

*The main objective of Olinca Model United Nations is to raise awareness of global issues in young people by opening new perspectives for them. This forum encourages all students to respectfully debate and propose solutions to worldwide issues affecting us all.*

# Contents

## Protocols and Rules of Procedure

1. English Protocol	p. 4
2. Protocol for the ICC	p. 22
3. Protocol for the Crisis Committees	p. 30
4. Special Annex for INTERPOL	p. 32

# Protocols and Rules of Procedure

## English Protocol

### RULES OF PROCEDURE

This protocol regulates the behavior of all attendants to the model. The following establishments must be respected despite any circumstance, controversy, or doubt that emerges during the model. In the event of an unestablished circumstance, the Secretariat oversees the matter and has the final word on the issue.

**1. LANGUAGE:** English shall be the official and working language of the model all the time. Delegates may be warned if they do not speak in English during debates, be it a moderated or an unmoderated caucus.

**2. COURTESY:** Delegates shall show courtesy and respect to all staff and delegates. Delegates shall be attentive to those who hold the floor and shall maintain decorum during all sessions of the Committee. The Moderator may call to order any delegate who should fail to comply with this rule.

**3. CREDENTIALS:** Every registered delegation has had its credentials reviewed and accepted by the Secretariat. Challenges to the credentials of any member should be addressed in writing to the Secretariat. Each delegate represents one nation and will have one vote in his/her respective Committee.

**4. NON-MEMBERS:** Representatives of Accredited Observers shall hold all the rights of Members, except those voting on substantive matters (resolutions and amendments). A representative of a state or organization, which is neither an Accredited Observer nor a Member of the United Nations, may address the Committee only with the approval of the Chair.

**5. STATEMENTS BY THE SECRETARIAT:** The Secretary General or any Member of the Secretariat may interrupt the proceedings of any committee and address its members at any time, or leave written statements, superseding all other rules of procedure.

**6. DUTIES AND POWERS OF THE COMMITTEE STAFF:** The Committee Staff includes the Head of Committee, a Chair, a Moderator and can include a Deputy Chair depending on the Committee. The Head must ensure the correct application of the protocol in the Committee and sanction any attendant that infringes upon it. The Chair shall open and close each session and may limit the speaking time, limit the speakers' list and decide the property of any procedural motion. The Moderator shall direct the debate, grant the right to speak and the right to ask questions, announce decisions on points of order, and ensure and enforce observance of these Rules of Procedure. The Committee staff may also advise delegates on the course of debate. Any Member of the staff may assume the duties of the Moderator at the Chair's discretion. The Deputy Chair is responsible for timekeeping and the speakers' list.

**7. QUORUM:** The Chair may declare the Committee open when at least one-quarter of its members are present. The presence of a quorum shall be assumed unless specifically challenged. Any delegate may call for quorum if its presence is in doubt, at which point a placard count of delegates is taken. A roll call is not required to determine the presence of the quorum. However, roll call will be taken at the beginning of every session.

## RULES GOVERNING DEBATE

**1. AGENDA:** The first task of the Committee shall be the determination of the order of topics on the agenda.

❖ A motion should be made to put a topic area first on the agenda. This motion requires a second and can be debatable.

❖ A speakers' list will be established for and against the motion.

❖ A motion to close debate can proceed after the Committee has heard a minimum of two speakers for and two speakers against the closure. Once the speakers have addressed the matter, a voting process will take place, and a vote of two thirds is required to pass the closure of debate.

❖ If the motion to close debate passes, the Committee will move to an immediate vote on setting the topic that was proposed first on the agenda, and a simple majority is required for this motion to pass. If the motion fails, the other topic will be placed first on the agenda. This motion is procedural, so there are no abstentions allowed.

❖ A motion to proceed on the second topic area is in order only after the Committee has adopted or rejected a resolution on the first topic area. A motion to proceed to the second agenda item after a resolution has failed requires a second and is debatable to the extent of one speaker for and one speaker against. This motion requires two-thirds of the Members present and voting, and the Chair may rule the motion out of order at his/her discretion. This motion is not subject to appeal.

❖ In the event of an international crisis or emergency, the Secretariat may call upon a Committee to postpone debate on the current topic area so that the more urgent matter is attended immediately. After a resolution has been passed on the crisis topic, the Committee will resume debate on the former topic area only at the discretion of the Secretariat.

**2. VOTING:** Only delegates who have been recorded as present and voting in the latest roll call may vote. A motion that requires a “simple majority” passes only when the number voting in favor of the motion exceeds the number voting against. If equal numbers vote for and against, the motion fails. A motion which requires a “two thirds majority” passes only if the number of delegates voting for the motion equals or exceeds twice the number voting against.

There are no abstentions on procedural votes. In substantive votes, the number of abstentions shall not be considered in determining the results of the vote. Members may vote on both procedural and substantive issues, while Accredited Observers may vote only on procedural issues; all eligible delegations have an equal vote. Placard votes shall be taken on substantive matters unless there is a motion made for a roll call vote, or if the Chair wishes to have a roll call vote. Once the Committee enters voting procedure, only points of order concerning the conduct of voting will be accepted.

During voting procedure on amendments and resolutions, absolute decorum will be maintained, and only a Member of the Secretariat may enter or exit the session.

**3. DEBATE AND SPEAKERS' LIST:** After the agenda has been determined, a single continuously open speakers' list shall be established for the purpose of general debate on substantive issues. Speakers on this list may speak on the topic being considered, and any resolution currently on the floor. This speaker's list shall be followed for all debates on a topic, except when superseded by Speaker's List on procedural motions or amendments. A delegation may add its name to the speakers' list at any time (when it is not already on the list) by submitting a written request through the chat to the Chair. The names at the top of the speakers' list shall always be posted for the convenience of the Committee.

**4. UNMODERATED CAUCUS:** A motion to open an unmoderated caucus is in order at any time when the floor is open, prior to closure of debate and under the Chair discretion. The delegate making the motion must briefly explain its purpose and specify time and limit for the caucus. The motion will be immediately put to a vote. A majority of Members "present and voting" is required for passage. A simple majority is needed to pass. The Moderator may rule the motion "out of order", and this decision is not subject to appeal. The discussion in this form of debate should always remain diplomatic and must be conducted in the official language, English.

**5. MODERATED CAUCUS:** The purpose of the moderated caucus is to facilitate substantive debate at critical junctures in the discussion. In a moderated caucus, the Moderator will temporarily depart from the speakers' list and call delegates to address the Committee for a predetermined amount of time at the Chair's discretion. In this format, the General Rules of Procedure are followed at the discretion of the Chair. A motion for a moderated caucus is in order at any time when the floor is open prior to closure of debate. The delegate making the motion must briefly explain its purpose and specify the allotted time for each speaker, and the time limit for the caucus must not exceed ten minutes. Once raised, the motion will be voted immediately, with a majority of Members present and voting required for passage.

The Chair may rule out the motion of order, and his or her decision is not subject to appeal.

**6. CLOSURE OF DEBATE:** A delegate may move to close debate on an amendment, a resolution, or the selection of the agenda, after the required debate has taken place. The Chair may rule such motions out of order if they are dilatory. Closure of debate is debatable to the extent of two speakers against and for the motion. The motion requires a two-thirds majority for passage. Once the debate is closed, the Committee will move to an immediate vote on the amendment, resolution, or agenda. Closure of debate is automatic if a particularly substantive speakers' list has been exhausted, or when the specified maximum number of speakers have been heard.

**7. CLOSE THE SESSION:** A motion to postpone debate is in order and must be addressed only at the time marked by the schedule.

**8. OPEN THE SESSION:** Delegates may move to resume debate on a previously postponed topic area. This motion is debatable to the extent of one speaker in favor, and one speaker against and requires a simple majority for passage. If the motion passes, the item on which debate was postponed is again placed on the floor. The Committee may resume debate on a previously postponed topic only after it has concluded discussion of the current topic.

## RULES GOVERNING SPEECH

**1. SPEECHES:** No representative may address a session without having been recognized by the Moderator or Chair. The Moderator or Chair may call a speaker to order if his/her remarks are not relevant to the topic or the issue under discussion.

**2. SPEAKING TIME:** The Chair at his sole discretion will set the time allowed for the speeches. If a speaker exceeds its allotted time, the Moderator shall immediately call him to order. A delegate may propose to the Chair to extend or reduce the speaking time; however, the Chair has the final word.

**3. YIELDS:** A delegate who has been granted the right to speak on a substantive issue (except in a Moderated Caucus) may yield the remainder of his/her time to another delegate, to questions or to the Chair. Delegates speaking on procedural matters may not yield. If a speaker yields, comments on his speech are not in order. There are three types of yield:

**a) Yielding to another delegate.** The delegate who is yielded to may speak for the remaining time but may not make any further yields. The delegate who is yielded may not accept the time, in which case, the time is yielded to the Chair.

**b) Yielding time for questions.** Delegates who wish to ask questions to the speaker will raise their placards, and the Moderator shall select questioners. Only the speaker's responses shall be deducted from the speaking time.

**c) Yielding to the Chair.** The speaker's time will end. And the chair will have the authority to decide how the delegates' time should be used.

If time is not yielded, comments are in order if decided by the Chair or Moderator.

**4. COMMENTS:** The Moderator may recognize two delegates other than the speaker to comment on any substantive speech. These two comments are only in order after substantive speeches without yields. Whenever the delegate time expires, the two

comments are not in order. Comments are considered part of a substantive speech for purposes of precedence. Commentators may not yield and must relate to the speech they are commenting upon. Comments take precedence over points of parliamentary inquiry.

**5. RIGHT OF REPLY:** A delegate whose personal or national integrity has been seriously impugned by the speech of another delegate may request a right of reply. The Chair's decision to grant this right is at his sole discretion and is not appealable. The length of the reply is also at the Chair's discretion. A request for a right of reply must be submitted in writing to the Chair. A motion to the right of reply is out of order.

**6. POINT OF PERSONAL PRIVILEGE:** If at any time a delegate experiences personal discomfort which impairs his ability to participate in the proceedings, he may rise to a point of personal privilege to request this to be corrected. A point of personal privilege may interrupt a speech. However, the delegates are urged to exercise this ability with extreme discretion.

**7. POINT OF ORDER:** If at any time a delegate feels that parliamentary procedure is not being followed properly, he may rise to a point of order. The Moderator shall immediately decide points of order in accordance with these rules of procedure. The Moderator may rule out of order for those points that are dilatory or improper. A point of order may interrupt a speaker only when the speech itself is not following a proper parliamentary procedure. Delegates are urged to exercise this ability with extreme discretion.

**8. POINT OF PARLIAMENTARY INQUIRY:** If the floor is open, and a delegate has a question regarding parliamentary procedure, he or she may rise to a point of parliamentary inquiry. The question will be answered immediately by the Moderator. (A point of parliamentary inquiry may **never** interrupt a speaker.)

**9. MOTION TO APPEAL THE DECISION OF THE CHAIR:** If a delegate considers that a decision from the Committee staff is against any establishment under the Rules of Procedure, a motion to appeal to the decision of the Chair will be in order. The delegate who raises the motion must expose the reason for the contradiction of protocol; the Head of the Committee must decide on the matter, followed by an explanation of the decision based on the protocol. In the case of the delegate being certain that the protocol is still being infringed, the Secretariat will have the final word on the matter.

## RULES GOVERNING WRITTEN ISSUES AND VOTES

**1. WORKING PAPERS:** Working papers are a means of sharing ideas on the topic with other delegates in an organized manner. A working paper may be, but is not required to be, in a resolution format. Working papers may be copied and distributed at the Chair's discretion; he or she may require any number of delegate signatures for this purpose. Delegates may propose working papers for the Committee's consideration of the topic currently being debated. Because a working paper cannot be formally introduced to the Committee, it may not be formally amended. Instead, caucusing sessions should be used for the purpose of combining and amending working papers. The Committee shall not vote on working papers. Working papers require the signature of the Chair to be copied and distributed to the Members of the Committee.

**2. RESOLUTIONS:** Resolutions are the final product of deliberation in the Committee. They should pose a solution to the problem confronting the Committee. They should represent the views of a significant portion of the Committee reached through debate and discussion. The passing of a resolution requires a simple majority in favor. All resolutions must be in proper format as described in the delegate handbook. Resolutions may not be discussed in the Committee's substantive speeches until they have been formally introduced. Once introduced, a resolution remains on the floor as well as the topic area it addresses, unless an amendment takes precedence or debate on the resolution has been closed. The Committee may pass no more than one resolution per topic area.

**3. INTRODUCING RESOLUTIONS:** At any time when the floor is open, a delegate may introduce a resolution on the topic under consideration. Delegates may introduce a resolution only when it has the approval of the Chair and has been signed by one fourth of the Members of the Committee.

Signing up a resolution does not indicate support for the resolution, only a desire to see its ideas discussed; a signatory to a resolution has no further rights or obligations with respect to the resolutions. There are no sponsors of resolutions, although there must be a delegation that moved the resolution. No special substantive comments are in order when a resolution is introduced, but the resolution shall immediately become subject to debate. The delegate that has introduced the resolution has the right to read only the operative clauses of the resolution to the Committee.

Once a resolution has been introduced, it remains on the floor and may be debated until the Committee closes debate on it; the Committee moves to the next topic area, or an amendment or procedural issue takes precedence.

**4. AMENDMENTS:** Amendments allow the Committee to alter any previously introduced resolution on the current topic. All amendments must be proposed in writing and must receive the Chair's approval. When an amendment to a resolution on the current topic area has been moved to the floor, general debate on the topic area shall be suspended. A speaker's list shall be drawn up for and against the amendment, and all speeches must be about the amendment itself. Debate on the amendment shall continue until a motion to close debate on the amendment is made. A motion to close debate is in order when the Committee has heard at least two speakers in favor and two speakers against the amendments. The amendment requires a simple majority to pass. If it passes, its changes are immediately incorporated into the resolution. Once the Committee has acted upon the amendment, general debate on the topic shall resume. The preambular clauses of a resolution may not be amended. Amendments to a resolution that are not on the floor are out of order.

**5. INTRODUCING AMENDMENTS:** Amendments must be signed by a prescribed number of Members and obtain approval of the Chair before being introduced to the Committee. The prescribed number of Members needed to introduce an amendment is up to the discretion of the Chair. A delegate may introduce an amendment to any resolution on the current topic whenever the floor is open. The delegate that introduced the amendment has the right to read the amendment to the Committee. There are no sponsors of amendments. Amendments not approved by the Chair or dealing with resolutions not yet introduced are not in order. The Chair may rule out any amendment if he or she believes it would render the resolution nonsensical. This decision is not subject to appeal. Amendments to amendments are not in order.

**6. DIVISION OF THE QUESTION:** After debate on a resolution has been closed, a delegate may move to divide the question. The Division of the question allows Members to vote on operative clauses of a resolution separately. (Preambular clauses cannot be divided.) By division of the question, the delegates can remove one or more operative clauses from the resolution before the Committee votes on it.

Once division is moved, the Moderator will ask for any objections to the motion. If there are objections, the motion will be voted upon immediately. The motion requires a simple majority for passage.

- If the motion fails, the Committee proceeds to an immediate vote on the resolution itself.
- If the motion passes, the Moderator calls for division requests. Each request must state how the operative clauses of the resolution are to be divided. The Chair can rule out a division request out of order at his discretion. After all division requests have been made, the Moderator will announce the requests to decrease complexity; the requests are then discussed and voted on in this order.
- Each division request is debatable to the extent of one speaker in favor and one against. After debating the request, it is put to an immediate vote; the request requires a simple majority for passage.
- The next most complex division request is then considered. Division requests incorporated in previously passed requests are rendered unnecessary and are therefore not discussed.
- If all division requests fail, the Committee proceeds to an immediate vote on the existing resolution.
- After all division requests are considered, and the resolution has been fully divided into several sections, the Committee votes on each section divided. The sections are voted in the order in which they appear on the resolution. A simple majority is required for the inclusion of each section in the final resolution.
- Once all sections have been voted on, the resolution is reconstituted to include only those operative clauses which have passed. If no operative clauses remain, the resolution fails automatically.

**7. PROCEDURE FOR ROLL CALL VOTES:** After debate is closed on any resolution or amendment, any delegate may request a roll call vote. This motion is up to the Chair's discretion. A roll call vote is for substantive votes, and the decision of the Chair is not appealable. In a roll call vote, the Moderator shall call the roll in alphabetical order starting with a randomly selected Member of the Committee. A delegate may vote for "Yes", "No", or "Abstain/Abstention". Delegates who vote *Yes* or *No* may request rights of explanation to explain their vote to the Committee. Delegates who vote *Pass* will be asked again during the second round of voting; these delegates must then vote *Yes*, *No*, or *Abstain/Abstention* during the second sequence, and they may not request rights of explanation after all votes have been cast. Delegates who previously requested rights of explanation will then be allowed to explain their votes.

**8. A RECOUNT OF THE VOTES:** If a delegate feels that a placard vote on a substantive issue has been incorrectly counted, he may call for a recount of the vote. This motion for a

recount may take the form of a roll call vote or a placard vote. The decision to recount the vote is at the discretion of the Chair and is not appealable.

**9. RECONSIDERATION OF VOTE:** A motion to reconsider the vote is in order when a resolution or amendment has been adopted or rejected and must be made by a member who voted with the majority on the substantive proposal. The Moderator will recognize two speakers opposing the motion after which the motion will be immediately put to a vote. This motion requires a two-thirds majority for passage.

**10. SUSPENSION OF THE MEETING:** If the floor is open and there are less than ten minutes remaining in the current session, a delegate may move to suspend the meeting. This motion ends all Committee functions until the opening of the next session. This motion is not debatable, and, if in order, shall be put to an immediate vote with placards. A simple majority is required for passage. The Chair may rule this motion out of order at his discretion; this decision is not appealable.

**11. ADJOURNMENT OF THE MEETING:** If the floor is open and there are less than ten minutes, and it is the last session of the Model, a delegate may move to adjourn the meeting. This motion ends all Committee functions for the duration of the Model. This motion is not debatable, and, if in order, shall be put to an immediate vote with placards. A simple majority is required for passage. The Chair may rule this motion out of order at his discretion; this decision is not appealable.

## ***SAMPLE PROTOCOL***

**MODERATOR:** The floor is open, are there any points or motions on the floor?

**MODERATOR:** Yes, delegate of The Russian Federation, for what point or motion do you rise?

**RUSSIA:** Motion to open the session.

**MODERATOR:** That motion is in order, is there a second for that motion? [...] Seconded by the delegate of United States, votes in favor? Votes against? The motion clearly passes.

**MODERATOR:** Delegates the floor is open, are there any points or motions on the floor? [...] Yes, delegate of Rwanda, for what point or motion do you rise?

**RWANDA:** Motion to set the agenda on topic A, the Situation in Darfur.

**NOTE:** *The agenda may be set in either of the topics given to the delegates. If this first motion for the agenda fails, it will NOT automatically open the other topic, but the motion will have to be placed on the floor again.*

**MODERATOR:** That motion is in order, is there a second for that motion? [...] Seconded by the delegate of Syria, delegate of Rwanda would you like to speak in favor?

**RWANDA:** Yes, I would.

**MODERATOR:** Is there anyone who would like to speak against it? [...] Delegate of France will speak against setting the agenda on topic A: the situation in Darfur. Delegate of Rwanda, you have 30 seconds.

**RWANDA:** The delegation of Rwanda believes we should open topic A first since we believe the situation needs to be solved...

**MODERATOR:** Delegate of France, you have 30 seconds.

**FRANCE:** The delegation of France believes we should start by setting the agenda on Topic B: Child trafficking because the situation needs to be addressed...

**MODERATOR:** Now we will proceed to an immediate vote. All those in favor of setting the agenda on topic A raise your placards.

**MODERATOR:** The motion passes. We are now discussing the situation in Darfur. Delegates the floor is open, are there any points or motions on the floor? [...] Yes, delegate of Spain, for what point or motion do you rise?

**SPAIN:** Motion to set the Speakers' List.

**NOTE:** *The Speakers' List shows the order in which delegates will be able to address the entire Committee, establish their position, and understand the position of fellow countries.*

**MODERATOR:** That motion is in order; all those wanting to be on the Speakers' List, raise your placards.

**NOTE:** *All delegates must leave their placards raised until their name is added to the list of the screen.*

**MODERATOR:** Delegates the floor is open, are there any points or motions on the floor? [...] Yes, delegate of France, for what point or motion do you rise?

**FRANCE:** France moves to set the speaking time for two minutes with two guaranteed questions.

**NOTE:** *The speaking time must be set for 1-2 minutes per delegate. Guaranteed questions mean that no matter if the delegates' speaking time has ended, they will still have a right to be asked these questions. Nevertheless, if guaranteed questions are not posed during the speaking time, they may not ask to have them unless an amendment is made to the speaking time.*

**MODERATOR:** That is in order at the time, is there a second for that motion? [...] Seconded by the delegate of Sweden, votes in favor? Votes against?

**MODERATOR:** That motion passes. We are now under a speaking time of two minutes with two guaranteed questions. Delegates the floor is open, are there any points or motions on the floor? [...] Seeing none, we will proceed with the Speakers' List. Delegate of Rwanda, you are now recognized to speak in front of this Committee for two minutes.

**RWANDA:** Good morning honorable Chair and fellow delegates, Rwanda's position regarding the situation in Darfur is of major importance, because... I yield my time to questions.

**MODERATOR:** The delegate's time has expired. Are there any questions for the delegate? [...] Yes, delegate of Mexico, for what point or motion do you rise?

**MEXICO:** Point of inquiry to the Speaker.

**MODERATOR:** Delegate, do you yield?

**RWANDA:** Yes, I do.

**MEXICO:** Does Rwanda believe that its situation should be addressed the same way...

**RWANDA:** Yes, it has been proven that the problem should be faced in certain way since...

**MODERATOR:** The Speaker's time has expired. Thank you, delegate. You may sit down. Delegates the floor is open, are there any points or motions on the floor? [...] Seeing none, we will proceed with the Speakers' List.

**NOTE:** *Whenever there are no points or motions on the floor, the table will automatically proceed to the Speakers' List.*

**MODERATOR:** Delegate of France, since you second the motion, you are now recognized to speak in front of this Committee for two minutes.

**FRANCE:** ...

**MODERATOR:** Delegates the floor is open, are there any points or motions on the floor? [...] Delegate of South Africa, for what point or motion do you rise?

**SOUTH AFRICA:** Motion to open a Moderated Caucus.

**NOTE:** *A Moderated Caucus is a “less formal” space for delegates to be able to communicate more directly with all the other delegates; nevertheless, the same protocol must be followed, and no delegate may speak if the floor was not given to them by the Moderator. For a Moderated Caucus to be in order, two quarters of the Committee must have presented their position on the Speakers’ List.*

**MODERATOR:** Yes, delegate, that is in order at the time, for an extension of how long?

**SOUTH AFRICA:** For as long as the Chair considers.

**MODERATOR:** The Chair considers an extension of 11 minutes suitable. Does the delegate wish to reestablish?

**NOTE:** *If a motion is in order, but has not been established correctly, or the Chair does not agree with the duration, the delegate is given the option to reestablish. If the delegate does not wish to reestablish it, the floor will be opened again; if he does, the motion passes once it has been established correctly.*

**SOUTH AFRICA:** Yes. Motion to open a Moderated Caucus for 11 minutes.

**MODERATOR:** That is in order at the time, I need a second for that motion, yes delegate of Congo seconds the motion, all votes in favor? Votes against? [...] The motion passes. We are now in a Moderated Caucus for 11 minutes. Delegate of South Africa, please establish.

**SOUTH AFRICA:** The delegation of South Africa has already signed peace treaties such as... and encourages other countries to take on the same ideals...

...

**MODERATOR:** Delegates the time of the Moderated Caucus is up. The floor is open, are there any points or motions on the floor?

**MODERATOR:** Yes, delegate of Germany, for what point or motion do you rise?

**GERMANY:** Motion to extend the time of the Moderated Caucus for 7 minutes.

**NOTE:** *The time extension for any caucus must be of a shorter extension than the first motion to be in order, which means that if the original motion was to be set at 11 minutes, the extension of the time must be 10 minutes or less.*

**MODERATOR:** The Chair considers an extension of the Moderated Caucus of 7 minutes to be in order at the time. I need a second to that motion. Seconded by the delegate of Zimbabwe.

**MODERATOR:** We are now in an extension of the Moderated Caucus for 7 minutes. Delegate of Germany please establish.

**GERMANY:** Germany would like to address this issue starting from the protection of human rights...

**MODERATOR:** The extension of the Moderated Caucus has ended.

**NOTE:** *Motions to extend the time will only be in order once.*

**MODERATOR:** Delegates, the floor is open, are there any points or motions on the floor? Seeing none, we will proceed with the Speaker's List. Delegate of Uganda you are now recognized to speak in front of this Committee for two minutes and a half.

**UGANDA:** Uganda has suffered serious consequences due to this problem because...

**MODERATOR:** The delegate's time has expired. We will now proceed with the two guaranteed questions. All delegates wanting to ask a question to the delegate please raise your placards. Yes, delegates of Brazil and Mauritania.

**MODERATOR:** The delegate's time has expired. The floor is open, are there any points or motions on the floor? Yes, delegate of Argentina, for what point or motion do you rise?

**ARGENTINA:** Motion to open an extraordinary session of questions to the delegate of Uganda.

**NOTE:** *An extraordinary session of questions is a space for a delegate to ask direct questions to another in a formal way. An extraordinary session of questions may be given to any delegate if they have already presented their position in front of the Committee. Delegates may refuse to receive the extraordinary questions two times; the third time they will be given a warning.*

**MODERATOR:** How many questions?

**ARGENTINA:** Three questions.

**MODERATOR:** The Chair considers two questions to be suitable, so other delegates can ask too. Do you wish to reestablish it?

**ARGENTINA:** Motion to open an extraordinary session of two questions to the delegate of Uganda.

**MODERATOR:** That is in order, delegate of Uganda, do you yield?

**UGANDA:** I do.

**MODERATOR:** If there are two more delegates wanting to ask the delegate of Uganda a question during this extraordinary session, please raise your placards. Yes, Delegate of Nigeria and delegate of Sweden. Delegate of Argentina, please rise to establish.

**ARGENTINA:** How is Uganda affected by this problem, regarding the sole issue of...?

**UGANDA:** First, it affects our economy because...

**MODERATOR:** Thank you, delegate. Delegate of Nigeria.

**NIGERIA:** ...

**UGANDA:** ...

**NIGERIA:** Point of personal privilege.

**MODERATOR:** Yes, delegate?

**NIGERIA:** May I follow up?

**NOTE:** *When a delegate wishes to follow up, it means he/she wants to ask another question. One follow-up question will be in order ONLY if the second question is related to the answer given by the delegate after the first question. Delegates only have the right to follow up once. Nevertheless, if the Chair considers it suitable, a second follow-up may be given to the delegate.*

**MODERATOR:** Yes, delegate that is in order.

**NIGERIA:** Then why would Uganda refuse to sign the treaty involving...

**UGANDA:** ...

**MODERATOR:** Delegate of Sweden

**SWEDEN:** ...

**UGANDA... SWEDEN: ... UGANDA: ...**

**MODERATOR:** Thank you, delegate; you may now take your seat. Delegates, the floor is open, are there any points or motions on the floor? [...] Yes, delegate of Sudan, for what point or motion do you rise?

**SUDAN:** Motion to open an Unmoderated Caucus for 12 minutes.

**NOTE:** *For an Unmoderated Caucus to be in order, ALL delegates must have presented their position in front of the entire Committee.*

**MODERATOR:** Yes, that is in order. For what purpose?

**NOTE:** *Delegates will not be given time for an Unmoderated Caucus to write a resolution from scratch. All those wanting to write a possible resolution paper must start and continue writing it during the debate.*

**SUDAN:** With the purpose of discussing a working paper currently being written by the delegate of \_\_\_\_\_ with interested countries.

**MODERATOR:** That would be in order at the time; do you wish to reestablish?

**SUDAN:** Motion to open an Unmoderated Caucus for 12 minutes with the sole purpose of discussing a working paper with other interested countries.

**MODERATOR:** That would be in order; I need a second for that motion. Seconded by the delegate of Russia. We are now in an Unmoderated Caucus for 12 minutes.

**NOTE:** *During an Unmoderated Caucus delegates should always speak English and may not deviate from the subject for what the Unmoderated Caucus was opened.*

**MODERATOR:** Delegates, the time of the Unmoderated Caucus is up. Are there any points or motions on the floor? Yes, delegate of Zimbabwe for what point or motion do you rise?

**ZIMBABWE:** Motion to introduce a working paper as a Possible Resolution Paper A **NOTE:** *For this motion to be in order, the working paper must have been checked and approved by the entire table.*

**MODERATOR:** Yes, delegate that is in order at the time. I need a second for that motion, seconded by the delegate of Mongolia.

**NOTE:** *When a working paper comes into consideration to become a possible resolution paper; a second blank Speakers' List will be opened, divided into three columns. First, **Pro** (delegates who are in favor of the Working Paper); second, **Con** (delegates who are against the Working Paper); third, **To** (delegates who are neither against nor in favor of the resolution, since they believe amendments should be made). The time will be set again. It will work as a usual session where the floor will be opened, and a motion must be presented before the table. All delegates wishing to speak pro, to or con the resolution must raise their placards again when the table calls for it.*

**MODERATOR:** Please raise your placards to speak PRO. Now all those delegates for TO, and finally all those delegates for CON.

**MODERATOR:** Delegates the floor is open, are there any points or motions on the floor? Yes, delegate of United Kingdom, for what point or motion do you rise?

**UK:** United Kingdom moves to set the time of the Speakers' List to 1 minute with one guaranteed question.

**MODERATOR:** That is in order at the time; I need a second for that motion, seconded by the delegate of Rwanda, all votes in favor? Against? Abstention?

**MODERATOR:** The motion clearly passes. As of now, the speaking time will be set for 1 minute with one guaranteed question. Delegate of Zimbabwe, you are now recognized to speak PRO of Working paper A in front of this Committee for 1 minute.

**ZIMBABWE:** This should be the resolution we should pass since Zimbabwe believes it benefits all countries because...

**MODERATOR:** The delegate's time has expired; nevertheless, the delegate still has a guaranteed question.

**MODERATOR:** Yes, delegate of Togo, for what point or motion do you rise?

**TOGO:** Point of inquiry to the Speaker.

**MODERATOR:** Delegate, do you yield? (Speaking to the delegate on the floor.)

**ZIMBABWE:** Yes, I do.

**TOGO:** Why weren't small African countries included...?

**ZIMBABWE:** ...

**MODERATOR:** The delegate's time has expired. You may now take your seat. Delegates, the floor is open, are there any points or motions on the floor? Seeing none, we will continue with the Speakers' List.

**NOTE:** *The Speakers' order will be one delegate speaking PRO, one delegate speaking TO, one delegate for CON, and so on. Two speakers defending the same position may not speak one after another, unless there are no more Speakers in the other positions.*

**MODERATOR:** We will now proceed with the delegate of Mexico, speaking TO this resolution.

**MEXICO:** Motion to limit debate time to the next two speakers

**NOTE:** *The debate may be limited to:*

1. *A certain number of speakers: "Motion to limit debate to the next two speakers"*
2. *A certain number of minutes: "Motion to limit debate to the next five minutes"*
3. *Until a certain time in the clock: "Motion to limit debate until 11:30 am."*

**MODERATOR:** That is in order; I need a second for that motion. The delegate of Germany seconds the motion, votes in favor? Votes against? The motion clearly passes. As of now the time of the debate has been limited to the next two Speakers.

**NOTE:** *Whenever the time of debate is limited, when the time ends, the Committee will proceed to immediate voting of the topic or issue being discussed.*

**MODERATOR:** And as previously stated, the time of debate has been limited and has now expired. Therefore, we will proceed to immediate voting on whether this working paper should pass as a possible resolution paper.

**NOTE:** *During every voting session, three rounds of votes will be made:*

- a. *In Favor, Against or Abstention*
- b. *In Favor or Against*
- c. *Yes or No*

**MODERATOR:** Whenever your country's name is called on the row call, you must state your position. \*Row is called\* The motion to present working paper A as a possible resolution has passed, this possible resolution will now go under the name of Possible Resolution A.

**MODERATOR:** Delegates, the floor is open, are there any points or motions on the floor? Yes, delegate of Togo, for what point or motion do you rise?

**TOGO:** Motion to take into consideration an amendment to Possible Resolution A.

**NOTE:** *Whenever amendments must be taken into consideration, an alternative Speaker's List will also be opened, but ONLY TWO Speakers are allowed per column.*

*There are two types of amendments: 1) REGULAR, these types of amendments must be considered and voted on by the entire Committee; 2) FRIENDLY, these do not have to be approved by the entire Committee but should have already been signed by the sponsors of the possible resolution.*

**MODERATOR:** Yes delegate, that is in order at the time; I need a second to that motion, seconded by Argentina. Votes in favor? Against? Abstention? The motion clearly passes. Delegate of Togo, would you like to speak in favor? All those delegates wanting to speak PRO raise your placards. TO? CON?

**MODERATOR:** Delegates the floor is open, are there any points or motions on the floor?

**BRAZIL:** Brazil moves to set the speaking time to 45 seconds with two guaranteed questions.

**MODERATOR:** That is in order at the time. Delegates, I need a second to that motion, votes in favor? Against? Abstention? The motion passes. The time has now been set for 45 seconds with two guaranteed questions. Delegate of Togo, you are now recognized to speak in front of this Committee for 45 seconds.

**MODERATOR:** The time of the consideration of the amendment has expired; we will now proceed with immediate voting.

**\*VOTING PROCESS IS COMPLETED\***

**MODERATOR:** The motion to introduce amendment A to the resolution does not pass. Delegates, the floor is open, are there any points or motions on the floor?

**NOTE:** *The consideration of the Working Papers and amendments process must be made to all Working Papers having three sponsors, signed by half of the Committee, and approved by The Table.*

**MODERATOR:** Yes, delegate of France, for what point or motion do you rise?

**FRANCE:** Motion to proceed to the immediate reading and voting of possible resolutions A and B.

**NOTE:** *For this Motion to be in order, the delegate asking for the Motion has to say: Motion to open an informal session to read the possible resolutions A and B. After the possible resolutions have been read, another delegate must motion to go back to formal session to continue to immediate voting: Motion to go back to the formal session to proceed to immediate voting.*

**MODERATOR:** That is in order at the time; do you wish to open an informal session?

**FRANCE:** Yes, I do. Motion to open an informal session to read the possible resolutions.

**MODERATOR:** That is in order at the time; I need a second to that Motion, seconded by the delegate of Bolivia; votes in favor? votes against? We are now in an informal session.

**NOTE:** *Two sponsors from each resolution must come forward and read the Working Paper. Afterwards, a session of questions will automatically be opened, and 6 questions are permitted per resolution.*

**\*POSSIBLE RESOLUTION A IS READ\***

**MODERATOR:** Thank you, delegates; we will now proceed to a session of questions. All delegates who wish to ask a question please raise your placards.

**MODERATOR:** Delegate of The United States, for what point or motion do you rise?

**USA:** Point of inquiry to the speakers.

**MODERATOR:** Delegates, do you yield?

**SPAIN:** Yes, we do.

**USA:** Why is it that developing countries are not included in this resolution?

**SPAIN:** If you may recall paragraph 5 from the resolution...

\*SAME PROCEDURE FOR POSSIBLE RESOLUTION B\*

**MODERATOR:** The delegates' time has expired. Delegates, the floor is open, are there any points or motions on the floor?

**RWANDA:** Motion to go back to a formal session to proceed to immediate voting.

**MODERATOR:** That is in order at the time; I need a second to that motion, seconded by the delegate of United Kingdom. Votes in favor? Against?

**MODERATOR:** We are now back to formal session, and we will proceed with immediate voting on the possible resolutions.

**NOTE:** *Once again, three rounds of voting will be done twice, or for as many possible resolutions as a committee has.*

\*ROW IS CALLED AND EACH COUNTRY HAS TO VOTE\*

**MODERATOR:** Delegates, having counted the votes, Possible Resolution Paper B is now recognized as Resolution Paper for topic A: The Situation in Darfur.

**MODERATOR:** Congratulations, you have now reached a resolution.

**MODERATOR:** Delegates, the floor is open, are there any points or motions on the floor?

**MEXICO:** Motion to close the session.

**MODERATOR:** That is in order; I need a second to that motion, seconded by the delegate of the US, votes in favor? Against? Abstention? **The motion clearly passes; we now declare the session closed.**

# Protocol for the International Criminal Court (ICC)

The Court is formed by:

- **Agents:** Parties to a case are represented by lawyers known as Agents. Each party will be represented by three agents. Agents are responsible for presenting their state's arguments to the Court.
- **Justices:** The function of the judges is to decide disputes between State Parties brought before the ICC. Judges will take an oath before starting their first hearing as Members of the Court.

## RULES OF PROCEDURE

### OPENING OF THE COURT

I. The President will open the session and present the Justices.

II. The Court will proceed with a motion to leave the room to present the Justices' oath.

#### **Example**

**MODERATOR:** Justice, please proceed.

**JUSTICE:** "I, Justice [surname], solemnly declare that I will perform and exercise my powers and duties as Justice of the International Court of Justice, honorably, faithfully, impartially and ethically."

### INITIAL HEARINGS

I. The Moderator will recognize the applicant (Agency 1) and then the respondent (Agency 2) to present their case in front of the judges.

#### **Example**

**MODERATOR:** The agency of \_\_\_\_\_ is now recognized to present their stand of this case. Speaking in front of this Court for (time considered suitable by the Staff Members; usually between 3 to 5 minutes. It is not compulsory that the Agents use the whole time.)

**AGENTS:** In their opening speech, they should include an interpretation of the facts that led to the dispute, arguments in their favor, and conclude with a list of petitions made to the Court.

II. Once both agencies have presented their case, it is for the Judges to open an extraordinary session of questions to either of the Agencies, to clarify any issue that may be confusing or not well specified in the documents.

**III.** After the Agents have presented their first arguments, they will be asked to leave the session and the Justices will be called to deliver a preliminary opinion of the case, in which they should mention the points they consider must be discussed during the rest of the proceedings. This is the first debate (MODERATED CAUCUS.)

**IV.** Once the Justices finish delivering their preliminary opinions, both Agencies are asked back into the room, and the applicant (Agency 1) will be recognized to present a rebuttal to the respondent's (Agency 2) arguments. It should be clear and respectful.

### **Example**

**AGENTS:** The Agency of \_\_\_\_\_ mentioned in their presentation of the case that \_\_\_\_\_. As a counterpart, we want to state that \_\_\_\_\_.

OR We would like to know what they base their statements/petitions/allegations on.

OR We encourage them to reconsider \_\_\_\_\_.

The Judges may require an extraordinary session of questions to the Agents, only if any issue needs clarification.

**V.** After the rebuttal (refutation), the respondent (Agency 2) will be allowed and encouraged to answer the arguments of the applicant's (Agency 1) rebuttal. An extraordinary session of questions (same number of questions that were asked to the applicant) by the Justices will be in order.

**VI.** Once the rejoinder (reply from the respondent) and rebuttal (refutation by the applicant) are concluded, the floor will be open. Justices then may ask the Agencies to leave the room to review these hearings. MODERATED CAUCUS.

### HEARINGS

After the Justices have reviewed the initial hearings in a Moderated Caucus, the Agencies may start developing their arguments for the case. In the following hearings, the presentation of arguments, responses to the counterpart's arguments, evidence or witnesses may be presented.

### **PRESENTATION OF ARGUMENTS**

These are brief premises that the Agents may use, without the need of evidence or a witness, to persuade the Judges to rule in their favor. They may be references to laws and/or diplomatic matters appealing to empathy.

**PRESENTATION OF EVIDENCE**

Presentation of evidence must be brief and concise. Agents must clearly explain the point to be proved and relevance of the piece. The evidence may be physical, audiovisual, photographic, phonographic, printed, etc. Judges may require an extraordinary session of questions. After a piece of evidence has been presented, Justices may ask the Agencies to leave the session (to a separate break-out room in Zoom) to review it.

**PRESENTATION OF A WITNESS**

Just as the presentation of evidence, the presentation of a witness must be brief and concise. Agents must clearly explain who their witness is and what their relevance is to the case. A cross-examination (questions to discredit or undercut testimony already given) by the counterpart must be allowed. Judges may require an extraordinary session of questions from the witness. After a witness has been presented, Justices may ask the Agency to leave the room to review it.

**Example**

**MODERATOR:** Agency of \_\_\_\_\_, you are now recognized to introduce your (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc.) witness to the Court. Please be brief. **AGENTS:** Your Excellences, as our (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc.), we introduce (Name and title of the witness: Dr. John Hastings; Mrs. Joanna Smith.) Brief explanation of the witness' relevance to the case.

**MODERATOR:** Thank you, Agents. (Addressing the witness) Mr./Mrs./Miss/Dr., please place your right hand on your heart and raise your left hand. Do you solemnly swear or affirm that you will tell the truth, the whole truth, and nothing but the truth, under pain and penalties of perjury?

**WITNESS:** I do.

**MODERATOR:** You may introduce yourself briefly and tell us why you are here.

**WITNESS:** My name is \_\_\_\_\_. I am \_\_\_\_\_ (occupation). I have come on my own will, to give my testimony regarding \_\_\_\_\_.

**MODERATOR:** Thank you. (To the agents) You may now proceed with the testimony. I remind you that you have (time considered suitable by the Court).

**AGENTS:** They ask the witness the questions prepared in advance. Agents must not lead in any way the witness' answer. After the witness is done, and if there is any time left, the

Agents may make a brief and final statement. Example: As you can see, Mr. Maunier's testimony proved that \_\_\_\_\_.

**MODERATOR:** Thank you, Agents. Now, it is the Agency of \_\_\_\_\_'s turn to cross-examine the witness. I remind you that you have (time considered suitable by the Court). The Agencies may or may not want to cross-examine the witness.<sup>1</sup> Cross-examination takes place if it is convenient for their case. If the Staff Members consider it suitable, the Agencies WILL HAVE to do so.

**MODERATOR:** The Moderator will open the floor. If the Judges consider it necessary, they will open an extraordinary session of questions to the witness. If not, the moderator will proceed to ask the Agencies to leave the room, and the Judges will review given testimony.

### FINAL ARGUMENTS

I. During the Final Arguments hearing, the Agencies will have a last opportunity to explain whichever point they consider was left out during the earlier hearings or that supports the ones they previously established.

II. The Court shall call first the applicant (Agency 1), then the respondent (Agency 2), to deliver a final argument. This argument should not be interrupted. The Agencies should address any final points or sum up their cases. There is no time set for final arguments, but Agencies must observe courtesy in the use of their time. Equal conditions will be allowed for both parties.

### **Example**

**MODERATOR:** The Agency of \_\_\_\_\_ is now recognized to present their final arguments to this case. Agents, I exhort you to be brief and concise.

**AGENTS:** As to what has been said throughout this trial, we would like to state that this Agency considers that \_\_\_\_\_. We expect the Judges to consider that \_\_\_\_\_ for them to reach a reasonable verdict, based on the evidence and facts here presented.

---

<sup>1</sup> A cross-examination is the examination of a witness who has already testified to check or discredit the witness's testimony, knowledge, or credibility – to confront the witness.

### FINAL DELIBERATION

After both Agencies have made their final statements, they will proceed to leave the room. In the meantime, Justices will draft the final ruling and vote on it.

### **JUDGMENT**

I. The final ruling must include a brief explanation of the facts presented by the Agencies; a brief chronicle of how the proceedings took place, recalling the main arguments of the Agencies; an explanation of why such verdict has been made; and the final decision, in which the list of petitions expressed by the parties must be voted Against or For. The names of the Judges voting for or against the petition must be included at the bottom of the ruling.

II. Justices must not order anything not asked by the Agencies in their petitions, nor exceed the Court's jurisdiction (read the Statute of the International Court of Justice, Article 36, paragraph 2).

III. The staff will help the Justices in the writing of the petitions to be decided and the drafting procedure.

### VERDICT

The final verdict must include:

I. Within the competence of the Court.

II. A brief explanation of the facts presented by the Agencies.

III. Considerations (legal grounds.)

**Example:** Considering the Vienna Convention, Article 26, second paragraph...

**Example:** By unanimous decision, the United States of America has been found internationally responsible for violating the Vienna Convention.

### **VOTING**

I. Once the decision (ruling) is fully drafted, and the votes are annexed, the Court will be called to begin a voting procedure to approve the final document. The vote expresses the satisfaction of the Justices with the final draft of the ruling. Each Justice will have one vote.

In the event of a tie, the President shall have the deciding vote. The vote of half of the Justices present plus one will be considered a majority.

II. Substantive votes shall be taken by roll call. The President shall call the roll in alphabetical order starting with a randomly selected Member. The roll call shall consist of only one round in which the Justices may vote Yes, No or Abstention.

III. After the President has announced the beginning of voting, no interruption shall be allowed. Anyone disrupting the voting may be asked to leave the room by the President.

IV. Once a ruling is approved, the Court declares it passed. The final public hearing is called, and Agents return to the room to listen to the final verdict. Agents must remain standing up while verdict is delivered.

## MOTIONS

There are four types of motions:

**(i) Point of Order.** It can interrupt the debate. It is used when a Party, an Officer or a Judge has not complied with the Rules of Procedure. In the event that there is no justification to this point, it will be immediately over-ruled.

**(ii) Point of Personal Privilege.** It can interrupt the debate. It is used when an Agency or a Judge has a personal need. It is recommended to inform the Staff by delivering a written note instead of using this motion. Use this motion for extremely necessary cases.

**(iii) Point of Parliamentary Inquiry.** It is only in order when the floor is open. It is used to ask questions about procedures.

**(iv) Motion of Procedure.** It is only in order when the floor is open:

**Postponement of Debate:** A Member of the Court may postpone debate when he/she considers that debate should not continue until some evidence or witness is present. This needs a motion that must pass with three-fourths of the present Judges.

**To leave the room:** During debate, a Justice may move the Court to consider a decision. He/she may be questioned on what matters. If suitable, it will proceed; if not, they will just dismiss the call. This motion will pass with a simple majority. Both Agents must leave the room if the motion passes.

**Closing of Debate:** A Motion to close debate will only be in order after the Court has dictated a ruling or verdict, or when evidence was not enough to establish a case.

**Dismissal:** When a piece of evidence has been presented or a witness has given testimony, a judge or a party may move to a dismissal of that evidence. This motion requires an explanation on why the evidence or the witness' testimony should be dismissed. The

motion requires a two-thirds majority to pass. If the Motion passes, the evidence or witness shall be considered as an argument and not as evidence when studied by a Judge.

**OBJECTIONS:** The objections are only used when witnesses and evidence are presented. The following are valid objections:

**(i) Hearsay.** A hearsay objection may be raised when a speaker refers to a fact that they did not witness. These statements must be considered simple arguments and not evidence since their probatory value decreases.

**(ii) Competence.** A competency objection may be raised when a speaker refers to a technical fact that he/she is not professionally qualified to give. This is not evidence.

**Example:** Reference to a perpetrator's mental state. - A psychologist is qualified to do that.

**(iii) Prejudicial.** It may be raised if any statement is presented in such a way that the personal integrity of a Judge is being damaged.

**(iv) Irrelevant.** It may be raised when an assertion is irrelevant to the case on trial.

**(v) Speculation.** It may be raised when an assertion is of speculative nature.

**(vi) Leading.** It may be raised if an Agent, when questioning a witness, puts forth questions that may condition the witness' answer to a simple and desired one.

## **PERTINENT VOCABULARY**

-Your Excellencies

-Your Honors

-Members of the Court

-Justices

-We introduce

-We now present

-We believe

-We would like to state

-We exhort you to

-We encourage you to

# Protocol for Crisis Committees

**These committees follow the English protocol but with the following modifications.**

## Specifications for Historical Crisis Committee

The Historical Crisis Committee (HCC) has the objective of providing an interactive, personal, and dynamic debate format in which a roundtable, composed of historical characters, in a specific political and temporary context, discusses a settled topic. However, this settled topic will be interrupted to discuss simultaneously arising crises within the committee, where they must draft resolutions, called executive orders.

### Special staff member (HCC):

**Crisis Official:** Is the authority in charge of exposing each crisis and providing a guideline at the beginning of the session of the debate, regarding the discussion of these crises. Likewise, this person oversees approving or rejecting the executive orders.

## Specifications for Emergency Crisis Committee

The Emergency Crisis Committee (ECC) has the objective of providing an interactive, personal, and dynamic debate format in which the delegates discuss a settled topic. However, this settled topic will be interrupted to discuss simultaneously arising crises within the committee, where they must draft resolutions to solve these crises and get to the final draft of the resolution paper.

## Motions and Points

**1. Motion to open an unmoderated caucus:** A motion to open an unmoderated caucus is in order at any time. The motion will be immediately put to a vote. A majority of members present and voting is required for passage. A simple majority is needed to pass. The Moderator may rule out the motion of order, and this decision is not subject to appeal. The discussion in this form of debate should always remain in a diplomatic way and in English.

**2. Point of parliamentary Inquiry:** If the floor is open, and a delegate has a question regarding parliamentary procedure, he or she may rise to a point of parliamentary inquiry. The question will be answered immediately by the Moderator. A point of parliamentary inquiry may never interrupt a speaker.

**3. Point of Order/ Question of authority:** If at any time a delegate feels that parliamentary procedure is not being followed properly, he may rise to a point of order. The moderator shall immediately decide points of order in accordance with these rules of procedure. The Moderator may rule **out of order** for those points that are dilatory or improper. A point of order may interrupt a speaker only when the speech itself is not following proper parliamentary procedure. Delegates are urged to exercise this ability with extreme discretion.

**4. Motion to call forward:** This motion is a formal petition from one delegate to another to ask about that delegation's position within the crisis. This will have a similar format to an extraordinary session of questions. This motion can only be used once per delegate throughout the whole extension of the debate. The process after the calling of this motion is the following:

- i. Motion is called by a delegate during a moderated caucus.
- ii. The Head of the committee approves the motion.
- iii. Voting procedure where 60% of the delegates from the committee approve the motion.

- iv. The delegate called upon accepts. Extraordinary session of unlimited questions, as other delegations may also address the delegate called forward.

## Debate

The debate will be structured as follows:

**Introduction:** The Head of the committee will welcome all delegates to the session. He/she will remind every delegate that the format of the debate is a round table, which will be dynamic; this means that all sessions will consist of a moderated caucus unless the circumstances require a different approach. This is why there will not be a speaker list. **Only for HCC**, delegates are allowed to make direct contact and to speak first person since they represent characters and not countries. However, they are not allowed to take non-diplomatic postures.

**II. Roll call:** The Crisis Official or chair will take the roll call. To start the session, 60% of the members of the committee need to be present.

**III. Moderated caucus:** the debate starts with a moderated caucus in which a settled topic will be discussed until a crisis arises, and the flow of the debate needs to be changed. It is important to remind all delegates that every motion needs only the Head's approval. The motions can only be called upon during the moderated caucus, but the points can't be called upon throughout the whole debate.

**IV. Crisis:** The Crisis Official or chair will announce any crisis arising. This will stop the course of the normal debate to attend an urgent matter. The debate regarding the crisis will be a moderated caucus followed by an unmoderated caucus. There will be a designated amount of time for each delegate to ask questions to the crisis official.

**V. Unmoderated Caucus:** The main function of this motion is to set the final discussion towards the encounter of a possible executive order. This motion should let the delegates have a discussion with more dynamic and accessible speech to others and facilitate the encounter of a common solution towards the crisis they have been debating.

**VI. Executive orders or resolution paper:** this document presents the possible solutions for the crisis presented. The committee makes its own executive order or resolution paper, which will be revised by the Crisis Official or chair and approve it or propose suggestions. Once the executive order or resolution paper is approved, the Crisis Official or chair will inform the committee about the decisions taken.

**VII. Conclusion:** The Head gives a brief report of the solutions that each committee reached at the end of the debating sessions. This authority informs the delegates of the final solutions and how they align with the Secretariat's point of view.

# Special Annex for INTERPOL

**Since this committee follows the English protocol, this is a special annex to that protocol.**

## Notices and Notice Requests

Notices are international requests for cooperation or alerts allowing police in Member Countries to share critical crime-related information. They are published by the Chair at the request of a Member Country and are made available to all other countries. Notices can also be used by the United Nations, International Criminal Tribunals and the International Criminal Court to seek persons wanted for committing crimes within their jurisdiction, notably genocide, war crimes, and crimes against humanity.

These requests for essential information are color-coded, each color representing the type of information required to share between Member Countries. They are the following:



**Red Notice:** To seek the location and arrest of wanted people for prosecution or to serve a sentence.



**Yellow Notice:** To help locate missing people, often minors, or to help identify people who are unable to identify themselves.



**Blue Notice:** To collect additional information about a person's identity, location, or activities in relation to a crime.



**Black Notice:** To seek information on unidentified bodies.



**Green Notice:** To provide warning about a person's criminal activities, where the person is considered a possible threat to public safety.



**Orange Notice:** To warn of an event, a person, an object or a process representing a serious and imminent threat to public safety.



**Purple Notice:** To seek or provide information on modus operandi, objects, devices and concealment methods used by criminals.


Notices are a special asset of INTERPOL, and any delegate is allowed to issue one if they so see fit for the question at hand. The amount and color of Notices used throughout the ordinary sessions will depend on the topic and recommendation of the Chair.

## INTRODUCING AN INTERPOL NOTICE

Notices may only be introduced through a written document that must be submitted to the Chair, called a Notice Request. Submission is **only** available through a page. In such

document, whose template is adjunct below, the delegate must specify which color the potential Notice will be. It is also in the Head's jurisdiction how and when to announce to the whole committee that the Notice has been approved, if not immediately.


Once passed, the only subsequent motion in order will be to open an unmoderated caucus of maximum 10 minutes and with only one extension of 5 minutes allowed.


  
 INTERPOL


## NOTICE REQUEST


Please fill the following document only with the requested and appropriate information. Remember that it is in the Head of Committee's jurisdiction whether to approve or reject the Request.


**Color of the Notice:**


  
 RED NOTICE


  
 YELLOW NOTICE

  
 BLUE NOTICE

  
 BLACK NOTICE

  
 GREEN NOTICE

  
 ORANGE NOTICE

  
 PURPLE NOTICE

**Brief description of the issue:**

**Justification:**

**Soliciting country:**

This document must be filled with the required and appropriate information to be sent to the Head of Committee, who will subsequently revise it and, in his or her power, either reject or approve the Notice. More information on approved and rejected Notices is provided below.

## REGULATIONS OF INTRODUCING AN INTERPOL NOTICE

Two Notice Request documents are provided per delegate, meaning that the delegate has the right to issue a maximum of two Notices for the whole conference. Therefore, delegates are advised to use their Notice Requests wisely. Please note that only one single-color Notice may be introduced per document, and they cannot be issued within the first session and the last 20 minutes of the last session of the Model. The duration of the notice will be decided by the Chair. The Notices issued per session can be either of the same or different

colors. Nonetheless, should two or more Notices be of the same color, they will target different people, companies, organizations, criminal organizations, etc.

The Head of Committee can only publish a Notice that adheres to all the proper legal conditions. For example, a notice will not be published if it violates INTERPOL's Constitution, which forbids the Organization from undertaking activities of a political, military, religious, or racial character.

## **REJECTED NOTICES**

Notices that have been rejected by the Head of Committee will be discarded and therefore not published to the Committee. The Committee will let the delegate know that their Notice Request has been rejected via a page. If they wish, members are allowed to retry issuing the Notice.

## **APPROVED NOTICES**

Notices that have been approved by the Head of Committee will be recognized as *issued* and put forward to the Committee (and a note will also be projected on the screen). When the Committee is under an approved Notice, the debate on the agenda resumes normally, with the difference that delegates are now encouraged, but not obligated to, share information regarding what the Notice is requiring. For example, if a Red Notice has been issued regarding a wanted criminal in Algeria, all delegates who have information about him, his crimes, or possible whereabouts can share this information. This can be done either through a moderated caucus, unmoderated caucus, by sending information to a specific country via a Page, or via the speaker list.

Please note that a Notice is not a crisis and therefore should not divert the topic of debate; delegates should still focus on resolving the agenda that was established in the first session.

## **Resolution drafting with Notices**

Notices that have been approved and deemed permanent and posted to the committee must have a resolution to them. Resolutions to problems exposed in the Notices do not need to be included in any other separate document; they should be included in the draft resolution for the main topic set on the agenda. However, delegates must make, in that general resolution, a separate section for the resolution to the Notice and clearly label it as such for the Chair to read.