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Preamble

The following Rules of Procedure govern the entire conference organized by the United Nations Modeling Club of the Lycée International de Ferney-Voltaire (FerMUN).

The English and French versions of the present document are equally valid, and may each be used as a reference. If they are found to contradict each other, the conference management (see Article 15) will decide which interpretation is correct.

All parties participating in the conference are concerned by the present Rules of Procedure.

The Rules of Procedure are intended to provide an exhaustive list of the debating procedure and behavior to be observed during the conference. They may be modified by the conference organizers if necessary.

Clarification of Vocabulary

The subdivisions of the conference are called committees, councils, assemblies or courts, depending on their specificity. They can all be grouped together under the name “assemblies”.

The persons leading the debate in the assemblies are called Presidents. All the chairmen of an assembly are called presidents. The distinction between “Chairman” and “Vice-Chairman” exists only for practical purposes.

The team of students organizing the conference is called the Board.

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Chapter I: Code of Conduct

I.1 Conference conduct and attitude

Article 1: The conduct of all participants must be disciplined, professional and formal at all times during the conference. Strict adherence to committee schedules is required.

Article 2: Respect for others and diplomatic conduct are required of all participants. No defamatory or insulting remarks, or remarks which would incite discrimination, hatred or violence, or which could be considered as such, will be tolerated within the framework of the conference, whether in a debating situation, in a written document, or in any other context.

Article 3: At no time before, during or after the conference will a participant disrupt the activities of the staff of the organization hosting the conference. However, interaction with personnel clearly identified in advance as the point of contact between the conference organizers and the host organization is permitted.

Article 4: In corridors or other passageways, participants must remain silent, in order to comply with Article 3 of these regulations. It is strictly forbidden to run in the corridors.

Article 5: Smoking, vaping, the consumption of alcohol and the use of illegal substances are strictly prohibited in and around the conference premises, whether in front of the main entrances, near the side entrances or on the terraces.

Article 6: All participants, as well as all staff of the conference host organization, may report inappropriate behavior to any member of the FerMUN Board. In such cases, the complaint should be forwarded to the Secretary General or one of his Deputies, who will inform the MUN Directors. Any report of misconduct must be investigated by at least one MUN Director.

Article 7: Failure to comply with Articles 1, 2, 3, 4 or 5 of the present regulations may result in the sanctions provided for in Articles 13, 14 and 16.

I.2 Rights and duties

I.2.1. Rights and duties of delegates during debates

Article 8: No student may be absent or arrive late for a committee meeting without justification.

Article 9: The consumption of food during the debate is forbidden. Delegates may only drink the water provided in their committee room.

Article 10: No delegate may leave his committee without the approval of the Chairman.

Article 11: Delegates may ask the Chairman to allow them to go to the toilet at any time during the official debate, except during the voting procedure. The request must be made either by a

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written note to the Chair or by requesting a Personal Privilege Point (see IV.1.3.1.6), which must not interrupt a speech.

Article 12: Loud communication is forbidden during the debate.

I.2.2 Rights of the chair of an assembly

Article 13: If the chairperson of a committee deems the conduct of one or more delegates to be inappropriate, he may call the delegate(s) to order or have recourse to a private conversation with the delegate(s) concerned.

Article 14: Should the measures taken under Article 13 prove insufficient, the Chairperson reserves the right to temporarily remove any delegate(s) from the room, for a maximum of ten minutes. In this case, an admin will immediately be sent to inform a member of the management of this exclusion.

I.2.3 Conference management rights

Article 15: The conference management is composed of the following members:

The Secretary General and his/her Deputy(s)

The MUN directors of the Lycée International de Ferney-Voltaire.

Article 16: Management reserves the right to impose any type of reasonable sanction, up to and including permanent expulsion of a delegate. The expulsion of a delegate must be carefully considered as a last resort to restore calm. The delegate in question must be given the opportunity to present his or her point of view on the charges brought against him or her.

Article 17: No member of the Board of Directors may impose a sanction without having properly studied the facts, without prior consultation with all other members and without the approval of the majority of the MUN Directors of the Lycée de Ferney-Voltaire.

Chapter II: Attire

Article 18: All participants are expected to wear formal, professional attire. This includes a suit with shirt and tie, any appropriate combination of skirt, dress, or pants with shirt and/or jacket, or any other sufficiently formal attire. Jeans, short pants, loud or revealing clothing, sports shoes, high heels, and all types of non-professional clothing are unacceptable. The FerMUN Solidarity Fund is able to provide appropriate clothing, if necessary, for those who do not have access to it.

Article 19: At the request of the presidency, management, or a MUN director, any delegate whose dress does not conform to Article 18 must adapt it. A participant whose dress does not conform to the above Article may be excused if he/she has a valid reason for doing so. The validity of such reasons will be determined by the Chair of the Committee concerned.

Chapter III: Draft Resolutions

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III.1 Structure of a Draft Resolution

Article 20: A Draft Resolution is a non-final text awaiting debate and vote. It is made up of a series of clauses dealing with specific issues.

Article 21: All completed and properly structured resolutions which have been submitted for debate but not approved by the meeting shall be considered as Draft Resolutions.

Article 22: The structure of a Draft Resolution is as follows, in order:

- Page header
- Committee name
- Preamble clauses
- Action clauses

III.2 Co-signatories

Article 23: A Draft Resolution submitted for debate requires a single author and a number of co-signatory delegations corresponding to 20% of the delegations present and voting during the debate.

Article 24: The Chairperson shall notify the Committee of the number of co-signatory delegations required to submit a Draft Resolution for debate.

Article 25: Draft Resolutions must be validated by the relevant committee chair before being debated.

III.3 Heading of a Draft Resolution

Article 26: The heading of all Draft Resolutions presented for debate must be as follows, in order:

- Committee name :
- Issue :
- Main submitter :
- Co-submitters :

Article 27: Following the header, a Draft Resolution must begin with the name of the committee concerned in italics, preceded by the article *Le/La* and followed by a comma. Preamble clauses should begin on the next line.

Article 28: All Draft Resolutions submitted for debate which do not have the page heading specified in Article 26 of the Rules of Procedure, except in the case of amendments, will not be considered by the Chairman.

III.4 Clauses

III.4.1 Preamble clauses

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Article 29: Preamble clauses are clauses inserted before the operational part of the resolution. Their purpose is to introduce the subject under discussion and, generally, to justify why the Draft Resolution has been drawn up. They consist of an introductory verb, conjugated in the past or present participle, followed by the details of the clause. Preamble clauses can recall past Resolutions on the issue under discussion, and recognize the importance of the issue.

III.4.2 Action clauses

Article 30: The action clauses constitute the main body of the Resolutions, and represent the concrete part of the text. Any recommendation, request or demand is made through these clauses, and any hypothetical State party to the final Resolution would then have to comply with the constraints of the action clauses. Voting in favor of a Resolution is no guarantee that a delegation will become a party to it. In general, FerMUN Resolutions can therefore be considered non-binding, with the exception of the Security Council.

Chapter IV: Rules of debate

IV.1 Procedure for standard committees

The following section concerns the standard procedure, which applies in all committees except those mentioned in IV.1.2 to IV.1.3. Please refer to the respective paragraphs for the procedure for other assemblies.

IV.1.1 Conduct of the debate

Article 31: Before the first debating session, the Chairman determines the maximum debating time for each issue on the agenda. The call is made before each debate session, and the Chair confirms the number of votes required for an absolute majority at that session, as well as the number of co-signatories necessary for a Draft Resolution to be taken into account.

Article 32: A set period of lobbying takes place before the debate on each issue. Lobbying takes place first on the first issue, followed by the debate on the Draft Resolutions on that issue. Lobbying then takes place on the second issue, followed by debate on the Draft Resolutions on that issue. In order to introduce the issue, each lobbying phase is perhaps introduced by speeches from certain delegations designated as Ambassadors by the presidency prior to the conference. This initial lobbying phase is generally used to draft resolutions. The Presidency is obliged to be active during this lobbying period and reserves the right to suggest changes to a certain resolution or clause, taking particular care to suggest that similar or closely related clauses be merged.

Article 33: The debate on a specific issue consists of debating a number of Draft Resolutions on that issue.

Article 34: Debate on a Draft Resolution begins at the discretion of the Chair. A maximum debate time and number of speakers for the Draft Resolution may be set by the Chair.

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Delegates may speak when the chairperson says “you have the floor”. In return, before taking his seat, the delegate must “give the floor back to the Chair”.

Article 35: At the beginning of the debate on a Draft Resolution, its spokesman is invited by the Chair to present his Draft Resolution to the committee.

Article 36: Following the Spokesman's presentation, the Chairman announces a specific time for the open debate. During the open debate, delegates may submit amendments to the Draft Resolution in question (cf. IV.1.2).

Article 37: When the time for the open debate has elapsed, the Chair announces a specific time for the closed debate. During the closed debate, delegates in favor of the Draft Resolution followed by delegates opposed to it are invited to address the committee. The Chair endeavors to give the floor to as many speakers as possible, and to divide speaking time as equally as possible between those in favor and those opposed. To this end, he/she ensures that speakers are regularly recorded on the appropriate form.

Article 38: Any intervention may be followed by “Information Points” (cf. IV.1.3.1.2) if the speaker is open to them and if there are any on the committee. Following Points of Information and any other points and motions (cf. IV.1.3) used after this one, the floor is returned to the chair. The next speaker may then be recognized.

Article 39: The chairman asks the speaker if he is open to Points of Information before asking the committee if there are any. Direct dialogue between delegates is not tolerated during the debate.

Article 40: Once all speakers have been heard, the committee proceeds to the voting procedure before starting the debate on a new Draft Resolution.

Article 41: Delegates must ensure that the proposed clauses are economically and financially realistic, without this slowing down the debate. An amendment suggesting the deletion of a clause which does not take sufficient account of this concern for realism may be considered legitimate. However, the Chairman has the right to tell delegates to ignore such arguments if they do not contribute to a productive debate.

IV.1.2 Amendment procedure

Article 42: An unfriendly amendment is an addition, modification or deletion of a part of the Draft Resolution. Such amendments are submitted via the amendment form or on paper, with a clear indication of the proposed modification and the delegation proposing it. Any amendment that does not meet these conditions may be ignored, and under no circumstances will the Chair interrupt the debate in order to clarify the nature or source of an amendment.

Article 43: Once an amendment has been submitted, the Chairman may recognize the author of the amendment to defend it. Following the author's intervention, delegates are given time to make speeches for and then against the amendment in question. During the time given for speeches against the amendment, second-degree amendments may be submitted and

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defended. In this case, the procedure is repeated for the second-degree amendment. Once all speakers have been heard, the assembly must vote on the amendment. To be accepted, an amendment requires an absolute majority. Abstentions are not counted during votes on amendments.

Article 44: An amendment is considered friendly if it does not seek to change the meaning of the clause concerned, but only to correct a grammatical error or other obvious element requiring change. In this case, no vote is necessary. The amendment will be presented to the spokesperson for the Draft Resolution, who may choose to accept or reject it.

Article 45: Second-degree amendments (an amendment to an amendment) are permitted. Third-degree amendments are not. If a second-degree amendment is accepted by the vote, the first-degree amendment on which it was made is also accepted. If it is not accepted, the debate and voting procedure on the first-degree amendment continues as normal.

IV.1.3 Points and Motions

IV.1.3.1 Points

IV.1.3.1.1 General points

Article 46: Certain formal interventions, often called Points, will be held at the discretion of the Chair, in accordance with the Rules of Procedure.

Article 47: Points must not interrupt a speaker, except when necessary in the case of a Point of Personal Privilege (cf. IV.1.3.1.6) or a Point of Translation (cf. IV.1.3.1.5).

Article 48: Points must be indicated by lifting the sign. After having obtained recognition from the presidency, the delegate must clearly indicate his Point.

Article 49: Points do not need to be seconded to be applied. They cannot be objected to.

IV.1.3.1.2 Point of Information

Article 50: A Point of Information is a question addressed to the speaker after he has finished his speech. It must be related to the content of the speaker's speech, and expressed in the form of a question. If the Point does not meet the conditions set out above, the Chairman must ask the delegate to reformulate it, and may reject it if the failure persists. A Point of Information can only be submitted once the chair has asked the speaker if he or she is open to Points of Information, and then, following the speaker's affirmative response, requested Points of Information from the floor. The speaker has the right to limit the number of Points of Information that may be asked, or to refuse them altogether.

Article 51: The speaker may refuse to answer the Point of Information, without justification.

Article 52: If the content of the Point of Information is not related to the speaker's intervention, or if it is considered inappropriate, the Chair may reject it.

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Article 53: The chair has the right to limit the number of Points of Information per speech, or even to refuse them altogether if time constraints so require.

IV.1.3.1.3 Point of Order

Article 54: A Point of Order may be raised when a delegate believes that the Rules of Procedure have not been followed by the chair. Any Point of Order must refer to a specific article of the Rules of Procedure; any Point that does not meet these criteria will be ignored by the chair.

Article 55: The chair has the right to ignore the Point of Order and not change their decision.

IV.1.3.1.4 Point of Parliamentary Inquiry

Article 56: The Point of Parliamentary Inquiry may be raised when a delegate who does not understand certain debate procedures wishes to have them explained.

IV.1.3.1.5 Appeal to the Chair's Decision

Article 57: If a delegate believes that the chair has made an incorrect or unnecessary decision, they may appeal against this decision. In this case, the chair of the assembly has the duty to deliberate on the appeal. If the decision is not changed and the delegate persists in their appeal, they may be called by the chair to explain their objection. If the parties still do not agree, the Secretary-General must be called to resolve the issue.

Article 58: The Secretary-General's decision is final, provided it is made within the limits defined by these Rules of Procedure.

IV.1.3.1.6 Point of Translation

Article 59: A Point of Translation is raised to request an oral translation by the interpreter present in the room, or to point out a problem with translation or interpretation. This Point may interrupt a speaker only if the translation or interpretation problem prevents the correct understanding of the ongoing speech.

Article 60: A Point of Translation cannot be ignored.

IV.1.3.1.7 Point of Personal Privilege

Article 61: A Point of Personal Privilege may be raised by a delegate only under circumstances of personal discomfort. This Point may interrupt a speaker if necessary (except as described in Article 11). It is often used for audibility issues.

IV.1.3.1.7 Right to Reply

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Article 62: A Right to Reply may be requested only if a delegate believes that another delegate has made offensive remarks toward them or the state, organization, corporation, or any other group they represent. The requesting delegate must provide a brief explanation of the offense.

Article 63: The chair will decide, after examining both points of view, whether public apologies should be issued. If the chair decides that apologies are necessary, the delegation that made the remarks in question must apologize before the committee to the delegation that requested the Right of Reply.

IV.1.3.2 Motions

IV.1.3.2.1 General Information on Motions

Article 64: Motions will be heard at the discretion of the chair. They have the right to cancel any Motion deemed inappropriate, except if the following articles explicitly contradict this.

Article 65: Every Motion requires at least two “seconds” to be heard (except the motion to continue). If the Motion is seconded by fewer than two delegations, or if an objection is made, the Motion is dismissed.

Article 66: Motions must be indicated by raising the placard. After obtaining recognition from the chair, the delegate must clearly state their Motion.

Article 67: Motions must not, under any circumstances, interrupt a speaker.

IV.1.3.2.2 Motion to Move to Voting

Article 68: A Motion to move to the voting procedure may be submitted if the delegate considers it unnecessary to continue the debate on a particular issue and wishes to proceed to the voting procedure for that specific issue.

IV.1.3.2.3 Motion to Divide the Question

Article 69: In the event that a delegate considers a Draft Resolution should be debated clause by clause, to access the merits of individual clauses, they may submit a Motion to divide the question.

IV.1.3.2.4 Motion to Divide the Assembly

Article 70: A Motion to divide the assembly seeks to prohibit abstentions during the voting procedure on a Draft Resolution. It is generally used when the number of abstentions is significant, or when the number of votes for and against are very close. Following a Motion to divide the assembly, a roll call vote (see IV.1.4.2) is generally conducted. However, for time reasons, the chair may choose to simply repeat the substantive vote without abstentions.

Article 71: If, following a Motion to divide the assembly, the chair faces a perfect tie between the number of votes for and against, they must call for volunteer delegations to deliver a speech

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in favor and against the Draft Resolution. The chair then proceeds to a new vote without abstentions; in the event of a tie, the Draft Resolution is rejected.

IV.1.3.2.5 Motion to Continue

Article 72: This motion is used when a delegate who posed a Point of Information wishes to continue their exchange with the delegate who accepted the Point of Information.

Article 73: This motion cannot be used to ask an entirely different question from the previous Point of Information. If this occurs, the chair must oppose it.

IV.1.3.2.6 Motion to Extend Points of Information

Article 74: A Motion to extend Points of Information is used when the limited number of Points of Information following an intervention has been exhausted, to add a limited number of additional Points of Information.

Article 75: If the Motion passes, the chair of the committee will ask the speaker if they are open to additional Points of Information. If the speaker accepts but does not give a maximum number of additional Points of Information, the chair will decide the number. If the speaker accepts and gives a maximum number that the chair considers too large, the chair may choose to give a smaller number. If the speaker accepts and gives a maximum number of Points of Information that the chair considers appropriate, or if the speaker refuses to answer additional Points of Information, then the speaker's wishes will be respected.

Article 76: If a delegate has previously presented a Point of Information, they are not allowed to present a new one during the extension created by this motion.

IV.1.3.2.7 Motion to Introduce Lobbying

Article 77: Any additional lobbying time granted following a Motion to introduce lobbying must primarily be used to discuss Draft Resolutions informally, and to speed up the amendment process to reach consensus. It can also be used to write Draft Resolutions or additional clauses if there are no more to debate.

Article 78: The additional lobbying time is defined by the delegation presenting this motion. However, the chair reserves the right to grant, modify the duration of additional time, or refuse this motion.

Article 79: A maximum one-hour lobbying time can also be decided by the chair at any time if deemed necessary.

IV.1.4 Voting Procedure

Article 80: An absolute majority is composed of half the votes of the parties represented in the committee at the time of the vote, plus one. A relative majority is observed when the number of votes in favor is greater than the number of votes against.

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IV.1.4.1 Substantive Vote

Article 81: The substantive vote is the usual voting procedure for amendments, clauses, or Draft Resolutions. Members may vote for or against a Draft Resolution or abstain. Abstention is not accepted for votes on amendments and clauses.

Article 82: The admins (see VI) must take their voting positions at the request of the Chair. To vote, the delegate must raise their placard when the chair calls the vote they wish to express (in favor, against, or abstention).

Article 83: Each delegation has one vote during the voting procedure.

Article 84: Any Draft Resolution, clause, or amendment requires an absolute majority to be approved.

Article 85: Once the votes are counted, the chair announces the result to the assembly. Applause is allowed when the Draft Resolution is validated by the vote. Applause is not allowed for the validation of a clause or amendment, or following the rejection of a Draft Resolution, clause, or amendment.

IV.1.4.2 roll-call vote

Article 86: If the chair deems a roll-call vote necessary, or if a Motion to divide the assembly is presented and accepted, all committee members are called to give their opinion individually by the chair, following the French alphabetical order. At the end of the vote, the chair announces the results to all.

IV.2. Procedure for the Security Council

Article 87: The following section concerns ad-hoc procedures, which apply only to the Security Council. The chair of the Security Council may, if they deem it favorable, choose to apply the standard procedure in their committee. In this case, they will inform the Secretary-General of their choice.

IV.2.1 Debate Procedure

Article 88: Before the first debate, the chair will determine a maximum debate time for each question on the agenda. Roll-call will be made before each debate session, and the chair will confirm the number of votes needed for an absolute majority during that session.

Article 89: A specified lobbying time will be conducted before the debate on each issue. Lobbying will first take place on the first issue, followed by the debate on it. Then, lobbying will take place on the second issue, followed by the debate on it. To introduce the issue, each lobbying phase may, if necessary, be introduced by speeches from certain delegations designated as Ambassadors by the chair before the conference. This initial lobbying time is

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generally used for writing clauses. The chair has the obligation to be active during this lobbying time and reserves the right to suggest changes for certain clauses.

Article 90: The debate on a specific issue will consist of debating a series of independent action clauses, each voted on separately. Each clause, to be submitted, must necessarily have 4 co-signatories. The clauses approved by the vote will form a single resolution, which will be voted on at the end of the debate.

Article 91: The procedure for presenting, debating, and voting on clauses in the ad-hoc procedure is identical to the procedure for presenting, debating, and voting on Draft Resolutions in the standard procedure (see Articles 34-41).

IV.2.2 Amendments

Article 92: The standard procedure concerning the presentation, debate, and vote on first-degree amendments (see IV.1.2) also applies to the ad-hoc procedure.

Article 93: Second-degree amendments are not allowed in the ad-hoc procedure. However, the chair may entertain them if deemed necessary; in this case, the standard procedure will be followed (see Article 45).

IV.2.3 Points and Motions

IV.2.3.1 Points

Article 94: The same Points as those in the standard procedure apply to the ad-hoc procedure (see IV.1.3.1).

IV.2.3.2 Motions

Article 95: All Motions from the standard procedure (see IV.1.3.2) are allowed in the Security Council, except for the Motion to divide the question (see IV.1.3.2.4).

IV.2.4 Voting Procedure

Article 96: The P5 countries (China, United States, France, United Kingdom, Russia) have veto power in the Security Council, allowing them to block the resolution.

Article 97: Security Council decisions can only take effect with a minimum of 9 (60%) votes in favor and less than 6 (40%) votes against.

IV.2.4.1 Substantive Vote

Article 98: The standard rules of procedure apply here (see IV.1.4.1).

IV.2.4.2 Roll-Call Vote

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Article 99: The roll-call vote follows the standard rules of procedure (see IV.1.4.2).

IV.3 Procedure for the International Court of Justice

Article 100: The International Court of Justice follows Chapters I and II of this document but must refer to the ICJ Official Rules of Procedure for additional references.

IV.4 Procedure for the Youth Assembly

Article 101: The following section concerns a procedure that applies only to the Youth Assembly. The peculiarity of this Assembly is that delegates represent the youth of their country of residence. For this reason, the Youth Assembly chair will place more value on interactions and informal discussions between delegates. Icebreakers and lobbying will generally last longer in this Assembly than in a classic committee.

IV.4.1 Debate Procedure

Article 102: Before the first debate session, the chair determines a maximum time for each stage of the session. Roll-call will be made before each debate session, and the chair will confirm the number of votes needed for an absolute majority during that session.

Article 103: A specified lobbying time will be conducted before the debate. To introduce the issue, the lobbying phase is introduced by speeches from certain delegations designated by the chair before the conference. This initial lobbying time is used to discuss the issue informally and to find proposals for the Action Document. The chair has the obligation to be active during this lobbying time and to encourage productive discussions.

Article 104: The debate on a specific issue will consist of debating a series of independent action proposals, each voted on separately. The proposals approved by the vote will form a single Action Document, which will be voted on at the end of the debate.

Article 105: At the beginning of the debate on a proposal, its author is invited by the chair to present their proposal to the assembly.

Article 106: Following the intervention of the proposal's author, the chair will announce a specific duration for the open debate. During the open debate, delegates can submit amendments to the proposal in question. The procedure regarding amendments is the same as the standard procedure (see IV.4.2).

Article 107: When the time for the open debate is exhausted, the chair will announce a specified time for the closed debate. During the closed debate, delegates in favor of the proposal followed by delegates opposed to it will be invited to speak before the assembly. The chair will strive to give the floor to as many speakers as possible and to share speaking time as fairly as possible between speakers in favor and opposed.

Article 108: The procedure for Points of Information is the same as the standard procedure (see Articles 38 and 39; IV.1.3.1.2).

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Article 109: Once all speakers have been heard, the assembly will proceed to the voting procedure before starting the debate on a new proposal.

IV.4.2 Amendments

Article 110: The standard procedure for the presentation, debate, and vote on amendments (see IV.1.2) also applies to the Youth Assembly.

IV.4.3 Points and Motions

IV.4.3.1 Points

Article 111: The same Points as those in the standard procedure apply to the Youth Assembly (see IV.1.3.1).

IV.4.3.2 Motions

Article 112: All Motions from the standard procedure (see IV.1.3.2) are allowed in the Youth Assembly.

IV.4.4 Voting Procedure

Article 113: The voting procedures follow the standard voting procedures (see IV.1.4).

IV.4.4.1 Substantive Vote

Article 114: The standard rules of procedure apply here (see IV.1.4.1).

IV.4.4.2 Roll-Call Vote

Article 115: The roll-call vote follows the standard rules of procedure (see IV.1.4.2).

IV.5 Procedure for Crisis Situations

Article 116: In case of a crisis situation, the committee simulates a debate without prior preparation by the delegates. The debate is conducted using the standard procedure, except in the case of the Security Council. The issue of the crisis situation is imposed by the chair following the Board's decisions.

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Chapter V: Languages, Translation, and Interpretation

V.1 Language of Debate

Article 117: Most committees at FerMUN are bilingual (English and French). Some are monolingual (English or French). In bilingual assemblies, all aspects of the debate must be understandable in all working languages of the committee. Presidents of bilingual committees are encouraged to alternate working languages when leading the debate to emphasize the multilingual nature of the conference.

V.2 Translation and Interpretation

Article 118: All conference delegations have the opportunity to have simultaneous interpretation of speeches, as well as a written translation of each official document, including Draft Resolutions, clauses, and amendments. This is the work of interpreters and translators. The chair is responsible for coordination between delegates, translators, and interpreters, and must address any issues regarding translation or interpretation.

Chapter VI: Admins and Note Passing

VI.1 Admins

Article 119: Admins are students present to facilitate the logistics of the conference. During the debate, a defined number of admins are present to perform administrative tasks, such as vote counting and note passing (see VI.2). They must be respected like any other conference participant. Otherwise, the delegate will be subject to sanctions, as provided in Articles 13, 14, and 16 of the Rules of Procedure.

VI.2 Note Passing

Article 120: During the debate, communication between delegates can be done through paper messages. The delegate must alert an admin who will deliver their message to another delegate. These notes should only be used to communicate with other delegates regarding the debate or related topics. Any other content is unacceptable. Any content that goes against the Code of Conduct (see Chapter I) or is disrespectful is also unacceptable.

Article 121: Admins have the responsibility to review each note they transmit. If the content of the note is deemed inappropriate, they must report it to the chair of their assembly and specify the name of the delegate responsible for the note. The chair will act accordingly.

Article 122: The chair reserves the right to suspend note passing at any time if deemed necessary. Note passing must be suspended during the voting procedure.

Article 123: The transfer of notes between assemblies is not part of the normal procedure. It may be permitted by the chair in exceptional cases.

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VI.3 Use of the FerMUN Box

Article 124: Each assembly will be equipped with a FerMUN box to which delegates will be encouraged to contribute. Contributions to the FerMUN box can be transmitted to the box by the admins in the same way as notes to other delegations. Contributions must not contain disrespectful, derogatory, or insulting comments, personal criticisms, explicit sexual messages, or any other inappropriate content as defined by the Code of Conduct (see Chapter I).

Article 125: As with notes to other delegations, admins have the responsibility to review each contribution. These contributions must be thoroughly checked, as they may be read aloud in the committee. If the content of the contribution is deemed inappropriate or potentially inappropriate, admins must report it to the chair of their committee and specify the name of the delegate responsible for the contribution. The chair will act accordingly.

Chapter VII: Amendment of the Rules of Procedure

Article 126: The Secretary-General may amend this document at will. Any amendment from another party requires the Secretary-General's authorization.

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