TO BEGIN ALL SESSIONS:

(Bang gavel 3 times)

“I now call this session of the Winthrop University Model United Nations _____________ (Legal Committee, Political and Security Committee, General Assembly, etc.) to order. Will all delegates please rise for a moment of silence in honor of world peace?”

-Allow sufficient time-

“Thank you, delegates. Rapporteur, please call roll.”

(Rapp calls roll)

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FOR SESSIONS WITH ONLY ONE RESOLUTION TO DEBATE:

“Delegates, we have one resolution before us today. My co-Chair will now read the resolution.”

(Co-Chair reads the resolution in its entirety.)

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CREATE A SPEAKERS’ LIST:

“Seeing no points on the floor at this time, we will now move into the formation of a Speakers’ List for the resolution entitled ___________. All delegates wishing to speak FOR this resolution, please signify by raising your placards high and horizontally.”

(Read names slowly and from different areas of the room.)

“Thank you, delegates. All delegates wishing to speak AGAINST this resolution, please signify by raising your placards high and horizontally.”

(Read names slowly and from different areas of the room.)

“Thank you, delegates. All delegates wishing to speak TO this resolution, please signify by raising your placards high and horizontally.”

(Read names slowly and from different areas of the room.)

“I will now set the Speakers’ time to ______ minute(s) and the number of points of information to ____. Seeing no points on the floor, we will move into the Speakers’ List. Speaking FOR this resolution, we have the delegate from _______. Delegate, you have _____ minute(s).”

(Wait for the Speaker to finish. Look to body for points. Call on a delegate with their placard raised high and horizontally.)

(To the delegate in the body) “Delegate from _______, to what point do you rise?”

(Delegate - “Point of information directed toward the delegate from _______.”)

(To the Speaker) “Delegate, do you yield?”

(If the Speaker says yes, to the delegate in the body) “On information, delegate.”

(If the Speaker says no, to the delegate in the body) “Thank you, delegate.”

(After each delegate has spoken and points of information are exhausted) Are there points or motions on the floor at this time?

(If there are none, continue with the Speakers’ List.)
IMPORTANT QUESTION

(NOTE: The motion to make a resolution about an Important Question in order only after Roll Call and before the Speakers’ List is formed.)

(Delegate - “The delegate from _______ would like to motion to make this an Important Question.”)

“Thank you, delegate. This motion is in order at this time. I need two delegates speaking FOR and two AGAINST making this resolution an Important Question. (To the delegate who made the motion) Delegate, do you retain first rights?”

(If no) “Thank you, delegate. I need two delegates speaking FOR making this an Important Question.”

(Choose two delegates with their placards raised high and horizontally.)

(If yes) “Thank you, delegates. I need one more delegate speaking FOR making this an Important Question.”

(Choose one delegate with his/her placard raised high and horizontally.)

“Thank you, delegate. I now need two delegates speaking AGAINST.”

(Choose two delegates with their placards raised high and horizontally.)

“Thank you, delegates.

(If only one delegate will speak FOR) “Seeing only one speaking FOR, I will take only one delegate speaking AGAINST making this an Important Question.”

AMENDMENTS

(NOTE: Amendments must be submitted to the Chair in writing before debate begins on that resolution. Amendments must be presented to the body from the Speakers’ List. The delegate will signify by saying, “I have an amendment I would like to submit to the body...”)

IF THE AMENDMENT WAS NOT RECEIVED IN WRITING BEFORE DEBATE ON THE RESOLUTION:

“I’m sorry delegate, but this amendment was not received in writing before debate on the resolution. We will now continue debate on the resolution.”

(Continue debate on the resolution.)

IF THE AMENDMENT WAS RECEIVED IN WRITING BEFORE DEBATE ON THE RESOLUTION:

“Thank you, delegate. This amendment was received in writing before debate. I will now check for the necessary co-sponsorship for this amendment. Delegate from _______ do you retain co-sponsorship?”

(# of co-sponsors needed: 5 in Plenary, 3 in Committee -- not including the author of the amendment.)

“Delegates, this amendment has the necessary co-sponsorship. We will now move into the formation of a Speakers’ List on the amendment. Those wishing to speak FOR the amendment, please signify by raising your placards high and horizontally.”

(If there are enough co-sponsors)

“We will now move into the formation of a Speakers’ List for this amendment. All delegates wishing to speak FOR this resolution, please signify by raising your placards high and horizontally.”

(After the conclusion of a vote on the amendment, continue debate on the resolution. If the amendment is passed, make sure to say “the resolution as amended.”)
TABLING DEBATE: RESOLUTION/AMENDMENT

(Recognize the delegate when he/she raises their placard.)

“Delegate from ________, to what point do you rise?”

Delegate - “I move to table the resolution/amendment indefinitely (or specified time)”

(This motion is in order at all times until debate is closed.)

“Delegate, that is in order at this time. Do you retain first rights to speak?”

(If no) “Thank you, delegate. I need two delegates speaking FOR tabling this resolution/amendment.”

(Choose two delegates with their placards raised high and horizontally.)

(If yes) “Thank you, delegates. I need one more delegate speaking FOR this resolution/amendment.”

(Choose one delegate with his/her placard raised high and horizontally.)

“Thank you, delegate. I now need two delegates speaking AGAINST.”

(Choose two delegates with their placards raised high and horizontally.)

“Thank you, delegates.

(If only one delegate will speak FOR) “Seeing only one speaking FOR, I will take only one delegate speaking AGAINST tabling this resolution/amendment.”

(Allow the delegates to come to the podium and set the Speakers’ time)

“Delegate, you have ______ (minutes or seconds).”

(Allow delegates to return to their seats after all have spoken)

“Delegates, there is a motion of the floor FOR tabling the resolution/amendment. This is a procedural matter, all delegates must vote. In order to pass, a majority vote is required. If the motion fails, motion for tabling will not be in order until after two more Speakers have spoken FOR and two more AGAINST the resolution/amendment.”

(This is to make sure the body understands what is required for passing and to know when it is in order against if it fails)

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MOTION FOR CLOTURE OF DEBATE

(Delegate - “The delegate from ________ motions for cloture of debate on this resolution/amendment.”)

(When in motion: Resolution - after 3 speakers FOR/AGAINST Amendment - after 2 speakers FOR/AGAINST)

“Thank you, delegate. This motion is in order at this time. I need one delegate speaking FOR and one AGAINST cloture of debate.

(To the delegate who made the motion) Delegate, do you retain first rights?”

(If no) “Thank you, delegate.”

(Choose one delegate with his/her placard raised high and horizontally.)

(If yes) “Thank you, delegate. I now need one delegate speaking AGAINST.”

(Choose one delegate with his/her placard raised high and horizontally.)

“Thank you, delegate.”

(If only one delegate will speak FOR) “Seeing only one speaking FOR, I will take only one delegate speaking AGAINST cloture of debate on this resolution/amendment.”

(Allow the delegates to come to the podium and set the Speakers’ time.)

“Delegate, you have ______ (minutes or seconds).”

(Allow delegates to return to their seats after all have spoken.)

“Delegates, there is a motion of the floor FOR closing the debate on this resolution/amendment. This is a procedural matter, all delegates must vote. In order to pass, a 2/3 vote is required. If the motion fails, motion for cloture of debate will not be in order until after two more Speakers have spoken FOR and two more AGAINST the resolution/amendment.”

(This is to make sure the body understands what is required for passing and to know when it is in order against if it fails.)

(If the motion passes, the resolution/amendment is closed. If a resolution, take a straw poll vote for the next resolution.)
VOTING PROCEDURES: PLACARD VOTE

“Delegates, we will now move into voting procedures on this resolution/amendment, as this is a substantive matter all delegates must vote. Sergeant-in-Arms, please secure the door. Delegates and Pages, please stop passing notes. During voting procedures, there is ABSOLUTELY NO talking and NO ONE is to enter or leave the room.”

(Allow sufficient time for everyone to settle.)

Those wishing to vote FOR tabling of the resolution/amendment, please raise your placards high and vertically.”

(Count the placards and verify with your co-Chair.)

“Thank you, delegates. Those wishing to vote AGAINST tabling of the resolution/amendment, please raise your placards high and vertically.”

(If the motion fails)

“Thank you, delegates. With a vote of ____ for and a vote of ____ against, this motion fails. Continuing with the Speakers’ List, we have the delegate from ___________. Delegate, you have ________ minute(s).”

(If the motion passes, the resolution/amendment is tabled. Take a straw poll vote for the next resolution.)