

# ZiMUN Rules of Procedure: General Assembly

Includes: HRC, ECOSOC, and Environmental Committee

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## Introduction

The General Assembly (GA) is one of the six organs of the United Nations and is arguably the most well known and most significant organ. The General Assembly comprises all member states of the United Nations and all member states have equal representation. At ZiMUN, in the interest of debate, the number of delegates in the General Assembly is reduced. The procedure for the General Assembly at ZiMUN is the same for the Human Rights Council (HRC), Economic and Social Council (ECOSOC), and Environmental Committee; thus all these committees shall be referred to as GA based committees.

Debaters in GA are referred to as “delegates.” Procedure for GA based committees at ZiMUN is based on THIMUN procedure.

## General Rules & Language

In GA based committees language is expected to be diplomatic and formal as to respectfully simulate the United Nations. Additionally, all delegates **must** talk in the third person and personal pronouns are not in order.

Some examples of personal pronouns that are **not** permitted are:

1. I,
2. We,
3. My,
4. And Our,

Instead, delegates are encouraged to refer to themselves as “the delegate” or “the delegate of *insert country*” or “this delegate.”

Additionally, direct dialogue is not permitted between delegates. If delegates wish to communicate with each other they must either talk through “the chair” (The leader(s) of the room who moderate debate) or send notes to each other. These notes must display at the top who the note is from and whom it is addressed to (e.g. From: the USA To: France). To send a note, simply raise your hand with the note and admin (individuals who manage the room) will deliver it. Admin will read all notes and notes considered inappropriate (having nothing to do with the debate and/or exhibiting behavior unbecoming of a delegate) will be brought to the chair and the sender will face disciplinary action by a ZiMUN Secretary-General and/or the individual’s teacher supervisor.

In MUN, when something is considered not allowed, it is referred to as “not in order.” When something is allowed it is “in order.”

### **Clapping and jeering are not in order in MUN.**

The use of electronic devices is not permitted during debate.

Questions in MUN are referred to as “points of information.” Points of Information generally refer to when a seated delegate wishes to ask a question to a delegate who has just spoken and is at “the floor” (Area at the front of the room where delegates who wish to speak to the whole room stand). The following list shall describe the process of asking a point of information:

1. The Chair will ask the delegate at the floor if they are open to points of information, (The delegate at the floor should respond with either: a number (the number of questions they would like to be asked), “any and all,” or no)
2. If the delegate at the floor is open to points of information then the chair will state “the delegate is open to *insert number*’ points of information, if there are any in the house please raise your placards now.” Placards are pieces of paper with the name of your country, if you would like to answer a question then hold your placard up in such a way that the chair can see the name of your country.

3. The chair will state a list of countries that have been “recognized” and they may ask questions in the order they were called. Delegates shall rise from their chair and ask their question and shall remain standing until the question is answered, then they must sit.
4. If you do not believe your question was answered, you may state to the chair “point of order: the delegate does not believe their question has been answered” and the chair may or may not make the other delegate answer again by stating “may the delegate rephrase their answer.” If you are the one speaking at the floor you may state to the chair “may the delegate rephrase their question” and the delegate may be requested to do as such and you will get another chance to answer.
5. If you would like to ask a follow-up question then you may say to the chair “request for follow up.”

## Lobbying and Merging

Lobbying and Merging refer to the time before the debate starts when you are expected to find the allies of your nation and write a resolution. You must write some operative clauses beforehand so in lobbying and merging you are simply combining and refining your clauses with your allies to form a resolution. You must bring a minimum of 4 clauses to ZIMUN but 6-10 clauses are recommended. Resolutions will be elaborated upon later in this document.

## Order of Debate

### Roll Call

The first part of a debate is roll-call. During roll-call the Chair will take attendance. The chair will state the name of a country and the individual representing that country must respond with “present” or “present and voting.” If you respond with “present” you may abstain when voting for whole resolutions and if you respond with “present are voting” you are not allowed to abstain. Roll call occurs every time the room meets (e.g. after breaks and lunch).

### Opening Statement

After roll-call, delegates will be given reading time so they may read the resolution. Afterward, the Chair will request that the main submitter approach the floor and read the operative clauses of the resolution. After that, the main submitter must give an opening speech and may be asked points of information. The main submitter may then “yield” the floor to the chair (go back to their seat and sit down) or “yield” the floor to another delegate (invite another delegate to approach the floor, give a speech, and be asked points of information).

### General Debate

During general debate, the chair will permit individuals to give speeches about the resolution and be asked points of information about those speeches. The chair will state that “the floor is open to speakers

for or against the resolution if there are any such in the house please raise your placards now.” Individuals who wish to speak will raise their placards after hearing the aforementioned phrase and the chair will select an individual to speak.

## Amendments and Second Degree Amendments

Additionally, amendments are allowed during general debate. Amendments are edits to the resolution and come in 2 forms: Friendly and Unfriendly. Amendments should be sent to the chair in note form with the note describing what is being changed. (e.g. replace “poor nations” in clause 1 with “LEDC’s”) or (“Strike” clause 5). (“Striking” is the process of removing something in a resolution). If a chair wishes for an amendment to be debated, the chair will invite the delegate to present their amendment at a specific time.

### Friendly Amendments

If an amendment is relatively insignificant or does not warrant debate it may be considered a friendly amendment and it shall pass automatically. Amendments may be considered friendly if, after it is presented, someone in the room states out loud “motion to pass as a friendly amendment” and someone else in the room states “second.” The chair will then ask the room “any objections” and if no delegate states “objection” out loud then the amendment is passed automatically.

Amendments may also be considered friendly if the main submitter of the resolution calls a “point of personal privilege” and states that they agree with the amendment presented and wish to pass it as a friendly amendment.

Amendments to strike parts of the resolution are generally not considered friendly but this is up to the discretion of the chair.

### Unfriendly Amendments

If an amendment is not considered friendly it thus warrants debate and is an “unfriendly amendment.” A delegate recognized to present an unfriendly amendment shall describe the amendment, give an opening speech, and take points of information. Afterward, other delegates may make speeches for or against the amendment and take points of information at the discretion of the chair. When this is done, the room will vote on the amendment with a simple majority needed for it to pass. Abstentions are not allowed when voting for amendments.

### Amendments to the Second Degree

Amendments to the second degree are essentially amendments to amendments. Edits being made to an amendment. They are generally debated in the same way amendments are. If an amendment to the second degree passes in a vote, the amendment as a whole passes. If an amendment to the second degree fails, the debate is reverted back to debate for the original amendment. Amendments to the third degree and beyond are not allowed at ZIMUN.

## Voting Procedure

After debate and amendments are done on a resolution, it will be voted on. The Chair will order the admin to suspend all note passing and secure the doors. The chair will then ask all those “for” the resolution to raise and then lower their placards, then the same will be done for those against and then

those abstaining. (**Note: delegates who answered “present and voting” at roll call are not allowed to abstain**). The chair will count and then announce the results (whether the resolution has or has not achieved a simple majority and passed).

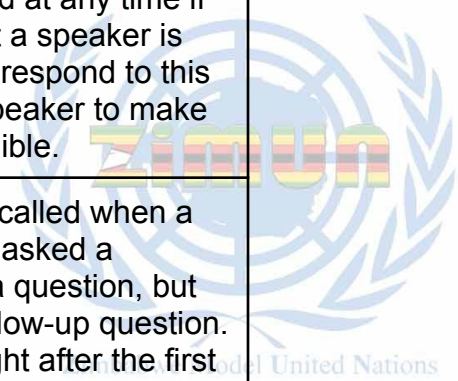
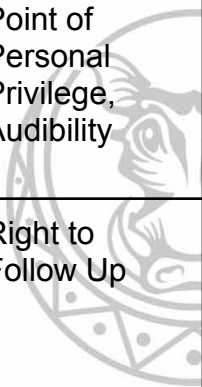
If the result was close and there were a lot of abstentions, a delegate may call a “motion to divide the house.” When this motion is called, the room will revote and abstentions will not be allowed. However, this time the method of counting votes changes. The chair shall one by one state each member state and the corresponding delegate shall state either “yay” (meaning they are for) or “nay” (meaning they are against). The chair will then announce the results of the division.

If a vote passes for in MUN, generally clapping is in order to briefly celebrate the passing.

## Points and Motions

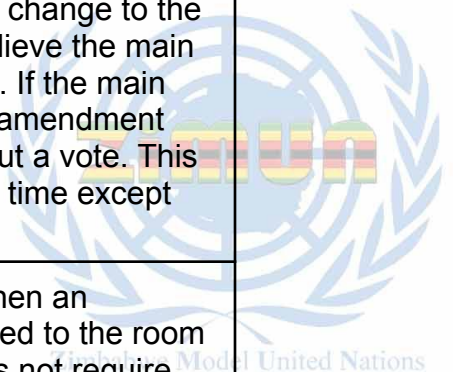
Points and motions are stated out loud and generally at specific times and alter the course of debate. Most are not allowed to interrupt someone speaking. Below is a list of the points and motions recognized at ZIMUN.

Motion/Point	Usefulness	How Common	Description
Point of Order	Very Useful	Very Common	A point of order is made when a delegate wants to point out a mistake the chair has made or if there has been a procedural issue. You can use this point at almost any time but you can not interrupt someone speaking with it.
Point of Personal Privilege	Very Useful	Very Common	A point of personal privilege can be called at any time (even when someone is in the middle of talking but avoid this as much as possible). You use this point when you have something to state to the room and chairs pertaining to you or if you are personally uncomfortable, for example, if you feel personally insulted by a remark.
Point of Personal Privilege, Audibility	Very Useful	Very Common	This point may be said at any time if you cannot hear what a speaker is saying. The chair will respond to this point by asking the speaker to make themselves more audible.
Right to Follow Up	Very Useful	Very Common	A right to follow up is called when a delegate has already asked a delegate at the floor a question, but they want to ask a follow-up question. This point is called right after the first point is answered.





Motion to Move to Previous Question	Very Useful	Very Common	<p>This point is called when you want to move straight to voting for an amendment or resolution. This motion is called at any time except during speech. This motion generally requires another delegate to state “second.”</p> <p>This motion is often mistakenly called “motion to move to voting procedures” but this is wrong as that is not a motion. You must call for a “motion to move to the previous question.”</p>
Motion to Divide the House	Very Useful	Very Common	<p>This motion is called right after the room has voted on a resolution. If the result was really close, but there were some abstentions then this motion will almost always be approved. The motion makes the room vote again but this time abstentions are not allowed and voting is done differently.</p>
Motion to Extend Points of Information	Very Useful	Very Common	<p>This motion is called when a delegate at the floor has answered all the questions from the other delegates that were recognized, but you want more points of information to be asked. This motion generally requires another delegate to second.</p>
Point of Information to the Chair	Very Useful	Somewhat Common	<p>This point is called when a delegate wants to ask the chair a question or if the delegate wants the chair to search up a fact online to tell the room. This motion is called at any time except while someone is speaking.</p>
Motion to Make a Friendly Amendment	Very Useful	Somewhat Common	<p>This motion is used when a delegate wants to make a small change to the resolution that they believe the main submitter will not mind. If the main submitter accepts the amendment then it is passed without a vote. This motion is called at any time except during speech.</p>
Motion to Pass as Friendly	Very Useful	Somewhat Common	<p>This motion is used when an amendment is presented to the room and you believe it does not require</p>



Amendment			debate and should pass immediately. This Motion requires seconds and no objections to pass.
Point of Parliamentary Inquiry	Very Useful (Especially for New Delegates)	Fairly Rare	This point is called when a delegate has a question they would like to ask the chair about the structure of the debate. This point is called at any time except during speech.
Motion to Move to Unmoderated Caucus	Can be Useful	Rare	When this motion is called, the chairs will temporarily pause formal debate and delegates can move around the room and talk normally. This motion is called at any time except during speech.
Motion to Move to Moderated Caucus	Useful	Extremely Rare	This motion is similar to calling an unmoderated caucus, but the chairs will put some restrictions on movement and speech. This motion is called at any time except during speech.
Motion to Table the Resolution	Very Controversial	Extremely Rare	This motion is used to request that the entire resolution being presented is set aside. The room will only come back to the resolution when it has finished debating all other resolutions.
Right to Reply	Very Useful	Fairly Rare	This right is called when a delegate in a speech mentions the nation you are representing or you, usually in a negative way. When the right is called you may make a short speech on the spot defending yourself.
Second	Extremely Useful	Extremely Common	This is used to back the validity of a motion, often chairs will require these for certain motion like a "motion to move to previous question." If you agree with a motion a delegate has proposed, right after the delegate has said the motion you should state "SECOND" out loud.
Objection	Extremely Useful	Extremely Common	This is used when you disagree with a motion another delegate has called for. Some motions are often stopped if enough delegates object or if the chairs deem an objection as justified. If you disagree with a motion a





			delegate has proposed, right after the delegate has said the motion you say “OBJECTION” out loud. When you object, the chair will order you to “rise and state your objection” (i.e. state why you disagree with the calling of a motion)
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# Resolutions

Resolutions comprise the material that will be debated on. Delegates come to ZIMUN with operative clauses and combine them into resolutions in Lobbying and Merging.

A resolution is essentially a solution to an issue. A resolution consists of 3 parts: a heading, preambulatory clauses, and operative clauses. Additionally, resolutions are one sentence and thus shall only have one full stop in the whole document (at the end).

Resolutions at ZIMUN should have size 12 text and should use either Arial or Times New Roman font.

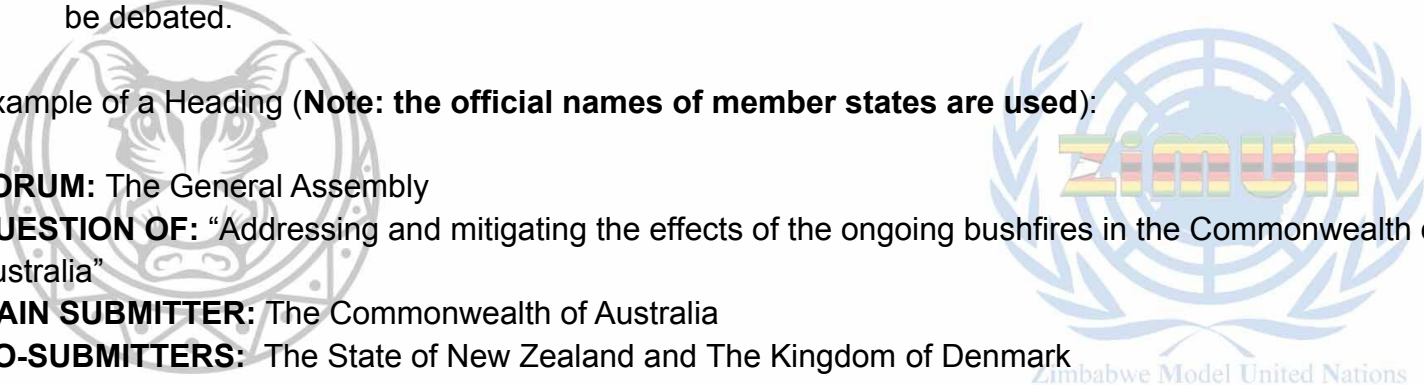
# Heading

The heading of the resolution states basic information about the resolution. In particular, it states:

1. The Forum: What room the resolution is being debated in. (i.e. “The General Assembly” or “The Environmental Committee”)
2. The Main Submitter: the country of the main author or the main presenter of a resolution. This individual will read the operative clauses of the resolution and give an opening speech about the resolution.
3. The Co-Submitters: The countries of the delegates who wrote the resolution alongside the main submitter and thus endorse it.
4. Signatories: The countries of delegates who either support the resolution or believe that it should be debated.

Example of a Heading (**Note: the official names of member states are used**):

**FORUM:** The General Assembly  
**QUESTION OF:** “Addressing and mitigating the effects of the ongoing bushfires in the Commonwealth of Australia”  
**MAIN SUBMITTER:** The Commonwealth of Australia  
**CO-SUBMITTERS:** The State of New Zealand and The Kingdom of Denmark  
**SIGNATORIES:** The United Kingdom of Great Britain and Northern Ireland



## Preambulatory Clauses

Preambulatory Clauses, sometimes referred to as “pre-amb” by delegates, are statements that are used to frame the action in the operative clauses and discuss previous solutions. For example, if your resolution is referencing climate change then you may have preambulatory clauses that state something along the lines of:

The General Assembly,

*Deeply concerned* by the effects of climate change on the frequency of wild-fires generally,

*Recalling* the Paris Agreement under the United Nations Framework Convention on Climate Change in which governments around the world came together to agree on measures to help combat climate change,

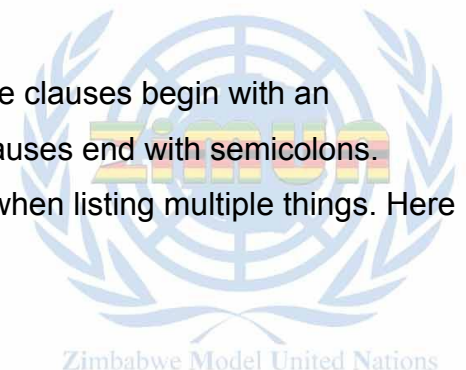
\*Please note that preambulatory clauses are statements that begin with verbs/phrases and end with commas. Additionally, you must restate the committee before your preambulatory clauses. You can find preambulatory clause phrases at [Best Delegate](#).

## Operative Clauses

Operative Clauses are essentially the ‘meat’ of a resolution. Operative clauses are the solutions to the issue and reference the problems discussed in the preambulatory clauses. Operative clauses are actions and consist of a verb and then a description of the action (You can also find operative clause phrases at [Best Delegate](#)). Eg:

1. Calls for a UN-affiliated conference on the 19th of February 2020 that shall be held in Copenhagen, Denmark, or any other suitable location, and discuss the issue of the threatening and unpredictable nature of wildfires and their negative environmental impacts, which are likely linked to global warming so as to come up with solutions to tackle the issue;

Please note that operative clauses are listed in numeric order, operative clauses begin with an underlined verb, operative clauses have no full stops, and operative clauses end with semicolons. Operative clauses may include “sub-clauses.” “sub-clauses” are used when listing multiple things. Here is an example of an operative clause with subclauses:



1. Calls upon member states to donate financial and aid-related resources to governmental and non-governmental organizations to assist LEDC governments in addressing the ongoing issues, such organizations may include but are not limited to:
  - a. The International Red Cross and Red Crescent Movement,
  - b. Greenpeace,
  - c. And the UNHCR;

Note that you can create sub-clauses in google docs by clicking “enter” then “tab” if your clauses are listed. You can also create sub-sub-clauses if you have a list within a list. Here is an example of an operative clause with sub-sub-clauses:

1. Encourages the creation of a World Environmental Organization, a governmental organization affiliated with and funded by the United Nations with goals including but not limited to:
  - a. Assisting the government of Australia with reduction, damage control, and extinguishing the current ongoing fires,
  - b. Assisting the government of Australia in preserving the wildlife endangered by the ongoing fires,
  - c. Assisting other member states who currently or will in future face natural disasters similar in devastation to the current fires in Australia with measures similar to those outlined in subclauses a and b,
  - d. Investigating and implementing measures to reduce pollution in notable ecosystems,
  - e. Investigating and implementing measures to reduce pollution in fields that include but are not limited to:
    - i. Pollution in marine and freshwater ecosystems,
    - ii. Air pollution,
    - iii. Soil degradation,
    - iv. And groundwater contamination;



# Whole Resolution

**FORUM:** The General Assembly

**QUESTION OF:** "Addressing and mitigating the effects of the ongoing bushfires in the Commonwealth of Australia"

**MAIN SUBMITTER:** The Commonwealth of Australia

**CO-SUBMITTER:** The State of New Zealand, The Kingdom of Denmark

**SIGNATORIES:** The United Kingdom of Great Britain and Northern Ireland

The General Assembly,

*Alarmed* by the number of wildfires currently blazing in the Commonwealth of Australia as well as the effort and resources that will need to be reallocated to extinguish the fires and address the damage caused by them,

*Concerned* that the wildfires in Australia may affect freshwater supply within Australia; freshwater supply is already an ongoing issue in Australia due to droughts and this may cause it to get worse, this may kill coastal ecosystems and freshwater rivers which are relied on by iconic wildlife in Australia such as the Platypus,|

*Deeply concerned* about the current and potential harm that may befall wildlife, as the wildfires have spread quickly and so far have reportedly killed more than one billion animals, risking the endangerment of many of the unique fauna found in Australia,

*Noting* the extent of the role of climate change and global warming has played in the severity of the fires due to the effect of Indian Ocean temperatures on the Australian environment,

*Recalling* the Paris Agreement under the United Nations Framework Convention on Climate Change in which governments around the world came together to agree on measures to help combat climate change,

1. Encourages the creation of a World Environmental Organization, a governmental organization affiliated with and funded by the United Nations with goals including but not limited to:
  - a. Assisting the government of Australia with reduction, damage control, and extinguishing the current ongoing fires,
  - b. Assisting the government of Australia in preserving the wildlife endangered by the ongoing fires,

Assisting other member states who currently or will in future face natural disasters similar in devastation to the current fires in Australia with measures similar to those outlined in subclauses a and b,

- c. Investigating and implementing measures to reduce pollution in notable ecosystems,
  - d. Investigating and implementing measures to reduce pollution in fields that include but are not limited to:
    - i. Pollution in marine and freshwater ecosystems,
    - ii. Air pollution,
    - iii. Soil degradation,
    - iv. And groundwater contamination;
2. Calls upon member states to donate financial and aid-related resources to governmental and non-governmental organizations to assist LEDC governments in addressing the ongoing issues, such organizations may include but are not limited to:

Below is a picture of part of a whole resolution:

\*Please note that the final operative clause of a resolution has a full stop (.).

