



Korea Model United Nations 2022
Offline & Online Conference
Rules of Procedure and Practice

Conference Rules of Procedure and Practice

These rules govern all activities within the Korea Model United Nations. The following notes should be made regarding the reading of these rules:

1. Male pronoun references are used solely for convenience, and should be understood to apply to both genders, unless otherwise specified.
2. The online Zoom conference room is to be understood as the committee chamber.
3. Due to the COVID-19 crisis, the conferences will be held both offline and online; therefore, the rules vary by each conference method.
4. The final interpretation of these rules is the prerogative of the Secretary-General.
5. In case of an apparent conflict among rules, the more specific rule is the one that should be observed. (*lex specialis* principle)

Chapter I Reporting Structure

Article 1 Secretariat

1. The Secretariat is responsible for all matters relating to the conference and makes final decisions on conference policy.
2. The Secretary-General is the chief executive of the Secretariat.
3. Under Secretaries-General are collectively responsible for the “real world” operation of the conference, with their specific portfolios, including as outlined in these rules, as follows:
 - a. Finance & Supply;
 - b. Public Information;
 - c. Personnel;
 - d. Delegate Affairs.
4. Deputy Secretaries-General are collectively responsible for the “virtual world” operation of the conference, and each Deputy Secretary-General is responsible for a group of committees and their student officers.
5. All members of the Secretariat report to and take instructions from the Secretary-General.

Article 2 Student Officers

1. Student officers are responsible for the committee/program to which they have been assigned.
2. Student officers are divided into Chair and Co-Chair.
3. The Chair is responsible for moderating debate in the committee and enforcing the rules of procedure.
4. The Co-Chair is responsible for performing the Chair’s duties in his absence or when his attention is otherwise occupied.
5. All student officers participate in award considerations.
6. All student officers report to and take instructions from the Deputy Secretary-General in charge.
7. The Deputy Secretary-General shall adjudicate cases of student officers found in breach of Article 2 under Chapter II and impose appropriate penalties thereof.

Article 3 Administrative Staff

1. Administrative staff members are to report to and take instructions from the Under

- Secretary- General for Personnel.
2. The Under Secretary-General shall adjudicate cases of administrative staff found in breach of Article 2 under Chapter II and impose appropriate penalties thereof.

Chapter II Conduct and Ethics

Article 1

Working Language

1. English is the sole working language for English committees of Korea Model United Nations, and shall be the language used in all English committee proceedings, administrative announcements, writing of communiqués, notes, resolutions, directives, press statements, and any other material produced by the conference.
2. Korean is the sole working language for Korean committees of Korea Model United Nations, and shall be the language used in all Korean committee proceedings, administrative announcements, writing of communiqués, notes, resolutions, directives, press statements, and any other material produced by the conference.
3. Some foreign words and phrases may be used if it enhances communication, and if their use would be understandable to an average speaker of English or Korean, depending on the committees, who do not possess a working knowledge of the language from which the foreign words are derived.
4. The following communications are exempt from English being the working language rule in unofficial circumstances:
 - a. Between members of the Secretariat;
 - b. Between a Secretariat member and an administrative staff member;
 - c. Between members of the administrative staff;
 - d. Between a student officer and an administrative staff member;
 - e. Communication with persons not registered in the conference.
5. Any written material found in breach of this rule shall be discarded immediately.
6. Delegates speaking in violation of this rule shall be reprimanded by the student officer in charge of the delegate's committee, and have the incident noted in award considerations.
7. Any Deputy Secretary-General, or the Secretary-General, may pronounce final judgment on the question of a breach of this article.

Article 2

Use of Alcohol, Tobacco, or Non-Medicinal Drugs

1. All participants, including but not limited to the Secretariat, student officers, administrative staff, KMUN press corps, and delegates are prohibited from using alcohol, tobacco (smoking, chewing, or in any other form in which it may be consumed), and non-medicinal illegal drugs during the whole conference.
2. Use of non-medicinal drugs is strictly forbidden for all participants.
3. Participants may not have an open container of alcohol in committee chambers, Delegate Services area, or in any space used for the conference.
4. Participants may not participate in the conference while visibly and noticeably intoxicated, hung over or smelling of alcohol.
5. Delegates of legal age may smoke in designated areas, to be specified and announced by the Under Secretary-General for Public Information.
6. The Under Secretary-General for Public Information shall adjudicate transgressions, and depending on the severity, shall impose one or a combination of the following penalties:
 - a. Immediate remedy of the offending condition;
 - b. Temporary expulsion from the conference until such time as the offending condition has been suitably remedied;

- c. Permanent expulsion from the conference, with the loss of all rights and privileges of a registered participant;
 - d. Confiscation or discarding of the offending item;
 - e. Notification of the delegate's school authorities;
 - f. Notification of the delegate's parents;
 - g. Notification of legal authorities.
7. Transgressions shall be notified to the student officer of the delegate's committee and noted in any award considerations.

Article 3

Dress Code

1. The dress code for Korea Model United Nations is Smart Casual.
 - a. Delegates may, alternatively, wear the traditional national costume of the country they are representing, provided that it is respectful and appropriate for the occasion;
 - b. School uniforms are forbidden; however, items of a uniform, such as a dress shirt, may be worn as long as the wearer's school is not identifiable. The school emblem must be taken off the clothing, or concealed with the help of administrative staff.
2. The dress code is in effect from the opening of the registration of the conference until the formal declaration of its adjournment.
 - a. The dress code is not in effect during pre-conference events.
3. The dress code applies to all members of the Secretariat, all student officers, and all delegates.
4. Administrative staff members for whom, in the judgment of the Under Secretary-General for Personnel, adherence to the dress code is restrictive due to the nature of their duty, may be exempt from the dress code.
5. Anyone found to be in violation of the dress code shall be denied entrance to the conference until the condition is suitably rectified.
6. Delegates who have been denied entrance by an administrative staff member may appeal their case to the Under Secretary-General for Public Information, who shall make the final decision.

Article 4

Delegate-Student Officer Interactions

1. This rule applies from the selection of student officers, until the end of the conference.
2. Delegates, or prospective delegates, may not give any gift or promise of a gift whose value, in sum, exceeds 10,000 won.
 - a. Delegates found in breach of this rule shall be excluded from award considerations and be banned from future KMUN events;
 - b. Student officers found in breach of this rule shall be immediately dismissed.
3. Student officers may not discuss confidential or privileged information with a delegate.
 - a. Confidential or privileged information includes but may not be limited to:
 - i. Any information on award considerations;
 - ii. Personal life details or contacts of any delegate, student officer, Secretariat or staff member;
 - iii. Any information which the Secretary-General has designated as confidential.
 - b. Penalty for violation shall be decided by the Secretary-General, up to and including immediate dismissal.
4. Student officers must behave professionally and with courtesy towards all delegates.
5. Student officers must treat all delegates fairly and equally, and pre-existing personal relationships must not lead to any form of differentiated treatment.

6. Romantic liaisons between student officers and delegates are strictly forbidden for the duration of the conference.
7. Officers may not engage in any form of public displays of affection, whether among themselves, with a staff member, with a Secretariat member or with a delegate.
8. The Deputy Secretary-General in charge shall adjudicate misconduct of student officers, and may impose some or all of following penalties:
 - a. Private reprimand;
 - b. Public reprimand;
 - c. Dismissal, without public disclosure of offense;
 - d. Dismissal, with details of the incident publicized.

Article 5 Delegate Code of Conduct

1. The Delegate Code of Conduct must be signed by every delegate, and the delegate shall be denied participation in the conference upon not submitting the conduct.
2. The Secretariat shall adjudicate violations of the Code of Conduct.

Article 6 Plagiarism

1. Plagiarism is defined as the use of copyrighted material without proper referencing, and passing off the work as one's creation, as well as any other violation of intellectual property.
2. Plagiarism by student officers, in their agenda papers or any other writing done for the conference, shall be cause for immediate dismissal.
3. Plagiarism by delegates, in their position papers, resolutions, or any other writing done for the conference and submitted to it, shall be nullified from the conference, with the delegate being instructed to remedy the condition.
4. Plagiarism by members of the KMUN Press Corps, in their articles or any other writing done for the conference and submitted to it, shall be immediately instructed to rectify the condition, and further violation to this rule shall result in dismissal from the conference.
5. All student officers must make good faith effort to detect plagiarism in writings submitted.
6. The Deputy Secretary-General in charge shall adjudicate violations of this rule.

Article 7 Use of Notepapers

1. Delegates may use notepapers during committee sessions to communicate with the student officers or with another delegate in that committee, which will be delivered by the administrative staff.
 - a. For online committees; Online note passing will be done so through the sending of a message to the dais, which after revision, will be forwarded to the respective recipient. Direct note passing is not allowed.
2. Delegates cannot send notes to outside the committee.
3. Delegates must clearly mark the name of the recipient delegation on the notepaper; if addressing the student officer or the Secretariat, delegates should write "Dais."
4. Administrative staff must inspect the note prior to delivering it, in order to check for:
 - a. Working Language adherence;
 - b. Relevance to the committee discussion.
5. Notes in violation may be discarded or confiscated by the administrative staff member to whom the note was given.

Article 8 Absences

1. Among the 8 sessions in Korea Model United Nations 2022, delegates need to be present in seven or more sessions in order to receive the certificate of participation.
2. For online committees; To be recognized as present, the delegate must have their cameras on for the duration of the session. Unless specified otherwise, a lack of visual presence will be considered an absence.
3. A delegate must be in the committee room for more than 1/2 of the time allotted to that specific session, in order to be recognized as present.
4. For online committees; Delegates may be assigned a Zoom breakout room and/or leave the committee room while it is in session for the following reasons, of which the concerned time shall be recognized as present:
 - a. Unmoderated Caucus;
 - b. Bilateral or multilateral meeting with other delegates in that committee;
 - c. Collaborative work on a resolution, or amendment, that cannot be easily done inside the committee chambers;
 - d. Bathroom use;
 - e. Other reasons that are necessary to facilitate effective conference participation.
5. For offline committees; Delegates may leave the committee room while it is in session for the following reasons, of which the concerned time shall be recognized as present:
 - a. Unmoderated Caucus;
 - b. Bilateral or multilateral meeting with other delegates in that committee;
 - c. Collaborative work on a resolution, or amendment, that cannot be easily done inside the committee chambers;
 - d. Bathroom use;
 - e. Other reasons that are necessary to facilitate effective conference participation.
6. Delegates must send a note to the student officer, asking to open a breakout room, and/or explaining any absence that is likely to last more than 15 minutes; absences lasting less than that time need not be reported.
7. The student officer of the committee shall interpret this rule to determine if the delegate's explanation constitutes a valid excuse for absence. The student officer shall keep track of all hours in unexcused absence of each delegate, and report to the Deputy Secretary-General in charge on any delegate that misses more than 1/2 of the hours.

Article 9 Entry and Exit

1. Delegates and student officers may not enter any chamber except the committee to which they have been accredited.
 - a. For online committees, delegates are expected to be within the committee 10 minutes before the session to do a camera and microphone test.
2. Participants in the KMUN Press Corps may enter any committee chamber, unless it is sealed or closed.
3. Administrative staff and members of the Secretariat may enter any committee chamber at any time.
4. Entry and exit is controlled by the administrative staff in charge of that chamber.
5. A committee cannot, for any reason, request the presence of a delegate from another committee.

Article 10 Ensuring an adequate environment

1. All participants are responsible for ensuring an adequate environment to participate in the conference, with little as possible audiovisual distractions around.
2. If participants are unable to ensure said conditions, the Under Secretary- General for Personnel

but not limited to, is in charge of adjudicating the practice of this rule.

Article 11 Secretariat Override

1. Members of the Secretariat may supersede all rules of procedure regarding entry, exit, and holding of the floor; they may enter any chamber at any time, suspend any proceeding at any time, and address any committee at any time.
2. This rule only applies to the conduct of official conference business.

Article 12 Emergency Override

1. Any individual person may supersede all necessary rules of procedure in cases of a legitimate and recognizable emergency, in order to respond to the emergency.
2. The Secretary-General shall judge whether such an action was justified; if unwarranted, it shall be treated as an unexcused breach of the rules that were superseded.

Chapter III Procedure of Committee Proceedings

Article 1 Procedural Votes

1. Procedural votes are votes of the committee on a question of procedure, as specified in the rules, on Motions.
2. In a procedural vote, the following procedure is observed:
 - a. Student officer declares that the committee is now in voting procedures;
 - b. Student officer instructs the administrative staff to seal the chambers. The administrative staff stands inside the doors of the committee chamber and prevents all entries and exits except in emergencies;
 - c. Delegates must maintain absolute decorum; no communication of any kind is permitted during voting procedures. No procedural motion or points, except Point of Order and Point of Personal Privilege, is in order;
 - d. Delegates shall vote by raising their placards; the student officer, with the assistance of the administrative staff, shall count them. For online conferences, raising a placard is to be understood as raising the “hand button” on zoom.
 - e. The chambers are unsealed.
3. A Motion requiring a “simple majority” passes if the votes in favor exceeds the votes against; it fails if the votes against equals or exceeds the votes in favor.
4. A Motion requiring a “two-thirds majority” passes if the votes in favor equals or exceeds twice the votes against.
5. All delegations inside the committee room are eligible to vote.

Article 2 Substantive Votes

1. Substantive votes are votes of the committee on substantive matters, such as resolutions, amendments, or any other votes specified as such.
2. Delegates marked as either “present” or “present and voting” in the most recent roll call are the only ones eligible to vote and must be present during substantive voting procedures.
3. In a substantive vote, the following procedure is observed:
 - a. Student officer declares that the committee is now in voting procedures;
 - b. Student officer instructs the administrative staff to seal the chambers. The

administrative staff stands inside the doors of the committee chamber and prevents all entries and exits except in emergencies;

- c. Delegates must maintain absolute decorum; no communication of any kind is permitted during voting procedures. No procedural motion, except Point of Order and Point of Personal Privilege, is in order;
 - d. The student officer shall begin the first round of voting, calling out delegations in English alphabetical order, starting with a random country. Delegates may respond:
 - i. Yes;
 - ii. Yes, with Rights;
 - iii. No;
 - iv. No, with Rights;
 - v. Abstain (Only if the delegate did not respond “Present and voting” in the latest roll call);
 - vi. Pass.
 - e. The student officer shall record the vote of each delegation, and keep tally;
 - f. Regardless of the result of the first round, the student officer will immediately resume the second round of voting, calling in English alphabetical order the delegates who responded “Pass” in the first round; these delegates may respond:
 - i. Yes;
 - ii. No;
 - iii. Abstain.
 - g. At the end of the Second Round, the student officer shall announce the tally, and the result. (“With ### votes in favor, ### against, and ### abstaining, this resolution/amendment/etc. passes/fails.”)
 - h. After this announcement, the student officer shall invite the delegates who voted “with rights” and allot 30 seconds to each of them to explain the vote;
 - i. A quiet applause may be tolerated at this point; however, the student officer should not encourage it.
 - ii. Voting “with rights” is only permitted if the delegate is voting against national policy, or against what he has argued prior to the vote.
 - i. The chambers are unsealed
4. After the completion of the voting procedures, the student officer shall continue the proceedings of the committee according to the rules of procedure.

Article 3 Opening of the Session

1. At the time scheduled for the opening of a committee session, the student officer shall declare the session open. (“The committee is now in session.”)
2. The student officer may but is not obligated to announce some basic information about the session at this time, such as the agenda item on the floor, the current status of the Speakers’ List, and et cetera.

Article 4 Roll-Call

1. Roll-Call will take place in any of the following circumstances
 - a. At the beginning of each session;
 - b. Upon a *Motion for a Roll-Call*, which requires one delegate to move and one delegate to second; or,
 - c. When, upon the student officer’s visual inspection, the committee appears to lack quorum.
2. The student officer will conduct a Roll-Call by calling out the delegations in English

alphabetical order.

- a. Delegates shall respond, "Present," when their delegation is called;
 - b. Delegates may choose to respond "Present and voting" when a particular agenda item is on the floor in that session; this response precludes the delegate from abstaining in any substantive vote that takes place in that session.
 - c. For online conferences, delegates must set their profile names to that of their given delegation and name. This should remain unchanged unless there is any further notice.
 - The composition of each profile name should be set as the following example:
e.g.[Republic of Korea/Hong Gildong]
3. Delegates arriving late may send a note to the student officer in order to be recorded on the roll.
 4. If, upon Roll-Call, less than 25% of the delegates are present, the student officer shall take the following actions, in order:
 - a. Announce the lack of quorum;
 - b. Suspend committee proceedings;
 - c. Instruct administrative staff to restrict delegates from leaving the committee chamber unnecessarily;
 - d. Contact the Deputy Secretary-General in charge and inform him of the situation;
 - e. Await further instructions.

Article 5

Speakers' List

1. After the agenda has been determined, a single continuously open Speakers' List shall be established for the purpose of General Debate on substantive issues.
2. Speakers on this list may speak on the topic area being considered and any resolution that may be on the floor.
3. The Speakers' List will be followed for all debate on the agenda item, except when superseded by Speakers' Lists on procedural motions or amendments.
4. One delegation may not be added to the speaker's list twice at each time the Student Officer calls out for new speakers.
5. A delegation may add its name to the Speakers' List at any time by sending a note to the student officer, provided that it is not already on the list.
6. While the debate from the Speakers' List is proceeding, the student officer should periodically ask the delegates if there is any point or motion. ("Are there any points or motions on the floor?")
7. For online conferences, in the case that delegates suffer from technical issues, they should notify the student officer, in which said delegate shall be given time to fix the issue by being moved to the back of the Speakers' List.

Article 6

Speeches from the Speakers' List

1. No one may address a committee without having been recognized by the student officer, even if that delegation is due on the Speakers' List.
2. The student officer has the right to call a speaker to order if the topic of the speech is not relevant to the discussion.
3. Speaking time is set either by a *Motion to Set the Speaking Time* or by discretion of the student officer. In either case, the time is observed from the time the delegate begins speaking.
 - a. Delegates speaking beyond the time limit will immediately be called to order;
 - b. A delegate may make a *Motion to Set the Speaking Time* at any time when the floor is open;

- c. The default speaking time without a *Motion to Set the Speaking Time* is 90 seconds.
- 4. A delegate speaking from the Speakers' List may yield the remainder of his/her time to:
 - a. The student officer;
 - b. Another delegate;
 - c. Points of Information;
 - d. Comments.
- 5. Yield to the student officer ends the speech.
- 6. Yield to another delegate allows the delegate to whom the time has been yielded to speak for the remaining time. A yield may not be yielded again.
- 7. Yield to Points of Information allows other delegates to ask questions for the remaining time.
 - a. Only the time taken to answer is deducted from the speaker's time;
 - b. The student officer, in principle, has the right to choose the delegates who will ask the questions. The student officer may, at discretion, allow the delegate to exercise the right;
 - c. A lengthy question that takes over 15 seconds to ask shall be called to order by the student officer and ignored;
 - d. The delegate has the right to refuse the answer any questions asked;
 - e. One follow-up is allowed, but it should be entertained after the Point of Information is answered;
 - f. A follow-up to a follow-up is out of order.
- 8. Yield to comments allows two delegates to give a short speech commenting on that speech.
 - a. Each comment may not last longer than 30 seconds;
 - b. The student officer shall choose the delegates who will comment on the speech.
- 9. If time remaining is yielded to a delegate who is already on the speaker's list, the delegate is automatically removed from the speaker's list. However, he or she has the option to decline the yielding.

Article 7 Right of Reply

- 1. A delegate whose personal or national integrity has been seriously impugned by the speech of another person may request a Right of Reply by sending a private note to the student officer.
- 2. The student officer may choose to grant the Right at sole discretion, allowing the delegate to respond by giving a speech to the committee, not exceeding 45 seconds.
- 3. The decision of the student officer is binding and cannot be appealed.
- 4. A right of reply to a right of reply is out of order.

Article 8 Working Papers

- 1. A working paper is an informal document, where ideas that have been or should be discussed are committed to paper for ease of discussion.
- 2. Delegates may create working papers at any time.
- 3. A working paper may, but is not obligated to, be in proper resolution format.
- 4. A working paper does not have any official existence; thus, it cannot be formally introduced, tabled, or voted on.
- 5. A working paper does not need to pertain to one single agenda item.
- 6. The student officer may allow the working paper to be serial-numbered and displayed to a committee:
 - a. In order to aid the debate in committee, at any time during the conference;
 - b. In order to be photocopied and distributed, the working paper must have signatures of at least 1/3 or five delegates in a committee, whichever is greater.

7. A working paper cannot be formally amended; delegates wishing to change the content of a working paper may:
 - a. Informally suggest amendments for the committee's consideration;
 - b. Alternatively, produce a new working paper altogether.
8. The Student Officer shall assign a serial number to the working paper, by committee code-slash-year-slash- "WP"-slash-working paper number.
9. The working paper number will be the order in which the working paper was approved by the student officer, regardless of the agenda item.
10. Thus, the third working paper that was assigned by the chair in the committee, the World Health Organization, will be given the serial number of WHO/2021/WP/3.

Article 9

Resolutions

1. Resolutions are the final product of deliberation in the committee. They should pose a solution to the problem confronting the committee and supply a rationale and historical basis. They should represent the views of a significant portion of the committee, arrived at through debate and discussion among the members.
2. Every draft resolution should be sent via private note to the chair.
3. A resolution requires a simple majority to pass, except in committees designated otherwise by the Deputy Secretary-General in charge.
4. All resolutions must be in a proper format, as indicated in the document on resolution formatting, available on the official KMUN website.
5. Resolutions cannot be discussed in the committee's substantive speeches until they have been formally introduced.
6. Once introduced, a resolution remains on the floor while the topic area it addresses is on the floor, unless an amendment or procedural debate takes precedence, or debate on the resolution is closed.
7. A committee shall only pass one resolution per agenda item, except in crisis topic areas.

Article 10

Approving Resolutions

1. The student officer shall approve a draft resolution after making the following considerations:
 - a. Adherence to the formatting guideline;
 - b. General quality of the resolution and its relevance to the committee's current discussion;
 - c. Differentiation from a resolution already on the floor.
2. In case of electronic files, a resolution will only be approved if it is in the following format:
 - a. Word Document (.doc or .docx)
3. The following electronic formats are specifically forbidden:
 - a. Haansoft proprietary (.hwp)
 - b. Hypertext markup document (.htm or .html)
 - c. PDF files (.pdf)
4. The student officer shall assign a serial number to the resolution, by committee code-slash-year-slash-agenda-slash-RES-slash-resolution number. The resolution number will be in the order in which the resolution was approved by the student officer on that agenda item.
5. Committee codes for KMUN 2022 are as follows:
 - a. United Nations Office of Drugs and Crimes = UNODC
 - b. United Nations Development Program = UNDP
 - c. United Nations Educational, Scientific, and Cultural Organization = UNESCO
 - d. United Nations Environment Program = UNEP

6. Thus, the second resolution introduced in the United Nations Environment Program, on agenda item B, would be given the serial number of “UNEP/2022/B/RES/2”.

Article 11 *Amendments*

1. Amendments allow the committee to alter any previously introduced resolution on the current topic.
2. All amendments must be proposed in writing in the proper format, and be approved by the student officer.
3. Every amendment should be sent via private notes to the co-chair.
4. When an amendment to a resolution on the current topic area has been introduced on the floor, General Debate on the topic area shall be suspended.
5. A new Speakers' List shall be drawn up solely concerning the amendment, and all speeches must remain relevant to the amendment itself.
 - a. Speeches on the amendment are necessarily substantive; thus, comments and yields are in order.
6. Debate on the amendment shall continue until a *Motion to Close Debate on the Amendment* is made.
7. A motion to close debate is in order when the committee has heard at least four speakers regarding the content of the amendment.
8. The amendment requires a simple majority to pass.
9. If the amendment passes, its changes are immediately incorporated into the resolution.
10. Once the committee has acted upon the amendment, General Debate on the topic shall resume.
11. The preambulatory clauses of a resolution may not be amended.
12. As KMUN does not have “Sponsors” on resolutions, “Friendly Amendments” are not in order.

Article 12 *Approving Amendments*

1. The student officer shall approve amendments using the same procedure as for resolutions, specified in Article 10.
2. The serial number on an amendment shall be made by adding a period and a number to the serial number for the resolution, in the order of the amendment’s submission to the student officer.
3. Thus, the 3rd amendment submitted to the student officer on Resolution UNEP/2022/A/RES/1 would be “UNEP/2022/A/RES/1.3”.

Article 13 *Appeal*

1. If a delegate believes that the student officer’s ruling was incorrect or improper, he may appeal the decision by writing a note to the Deputy Secretary-General in charge, clearly indicating that the note is an appeal.
2. The Deputy Secretary-General in charge shall adjudicate the appeal and render a decision.
3. Delegates shall be penalized in award considerations for making frivolous appeals.

Points

Article 14 *Point of Personal Privilege*

1. If at any time a delegate experiences personal discomforts which impair his ability to

participate in the proceedings, or notes a situation that may endanger the committee, he may rise on a Point of Personal Privilege.

2. A Point of Personal Privilege may interrupt a speech only when the discomfort is in regards to audibility (i.e. mishearing, microphone malfunctions, lack of vocal clarity), and thereby severely limiting the delegate's ability to understand. Delegates are cautioned to use this point with extreme discretion by utilizing the "raise hand" button during speeches.

Article 15 Point of Order

1. If at any time a delegate feels that parliamentary procedure is not being followed properly, he may rise to a Point of Order. The student officer shall immediately decide upon Points of Order according to these rules of procedure. The student officer may rule out of order those Points that are dilatory or improper.
2. 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.
3. Both delegates and staff will accept corrections to procedural errors eagerly when offered in a Point of Order with graciousness.

Article 16 Point of Inquiry

1. A delegate may rise on a Point of Inquiry to ask the student officer to clarify his confusion or misunderstanding of correct Parliamentary procedures, when the floor is open. The student officer will answer the question immediately.
2. This point may never interrupt a speaker.
3. This point may not be used to ask a question of factual or substantive nature.

Article 17 Point of Notice

1. The student officer may intervene at any point and issue a Point of Notice, either in writing or during the debate, to a member who is clearly and persistently out of order, or is grossly misrepresenting the foreign policy of the country he is representing.
2. A Point of Notice serves as a warning to the delegate. Continued offense should be reported to the Deputy Secretary-General in charge.

Article 18 Point of Clarification

1. Immediately after a speech from General Debate, and in particular, after the operative clauses of a resolution are read out when introducing a draft resolution, a delegate may rise on a Point of Clarification in order to ask a question to the delegate who has just spoken.
2. A Point of Clarification is strictly for clarification, and is allowed as a means for delegates to rectify confusion at the speech resulting from use of vague or ambiguous wording and such.
 - a. Delegates asking Points of Clarification of an argumentative nature shall be immediately called to order.
3. The delegate being asked for a Point of Clarification has the right to decline to answer or to give clarification.

Article 19 Point of Information

1. Point of Information is one of the four ways of yielding in a speech in a General Debate, when there is time remaining after a delegate's speech.
2. This Point should always be in question form and delegates will be given 15 seconds in duration.

3. Only the time taken to answer the Point is deducted from the remaining time.
4. One follow-up is allowed; but a follow-up to a follow-up is out of order.
5. The delegate being asked for a Point of Information has the right to decline to answer any questions asked.

Motions

Article 20

Motion to Set the Agenda

1. If no agenda item is on the floor, the committee should set the agenda.
2. This is done by a *Motion to Set the Agenda*.
3. A *Motion to Set the Agenda* should be in the format of "Delegate raises the motion to set the agenda to topic area X." This Motion is only in order if no agenda item is on the floor.
4. Upon hearing the Motion, the student officer shall:
 - a. Open a Limited Speakers' List, to entertain two speakers to speak in favor of the Motion, and two speakers to speak against the Motion;
 - b. Ask for delegates who wish to speak in favor, and put two of them in the Speakers' List in favor;
 - c. Ask for delegates who wish to speak against, and put two of them in the Speakers' List against'
 - d. Allow the speakers in favor to speak for 1 minute each;
 - e. Allow the speakers against to speak for 1 minute each;
 - f. Declare the Speakers' List exhausted, and call for a procedural vote on the Motion.
5. This Motion requires a simple majority.
6. The vote must take place even if no speaker speaks for one side.
7. If the Motion passes, the Committee shall begin discussion of the agenda.
8. If the Motion fails, the Committee will continue this process until an agenda is set.

Article 21

Motion for a Roll Call

1. A delegate may raise a *Motion for a Roll Call* when the floor is open, if he wishes the student officer to take a roll call.
2. The motion may be ruled out by the student officer's discretion.
3. This Motion requires a second.
4. Upon hearing a second from another delegate, the student officer directly takes a roll call.
5. If the Motion fails, the student officer does not take a roll call and resumes the committee proceeding that was taking place before the motion was raised.

Article 22

Motion to Set the Speaking Time

1. A delegate may propose a *Motion to Set the Speaking Time* in cases such as but not limited to:
 - a. When a delegate feels a need to change the current speaking time.
2. The default speaking time without a *Motion to Set the Speaking Time* is 90 seconds.
3. The motion shall be immediately put to a vote, and requires a simple majority to pass.
4. If the motion passes, the General Debate of the committee must be carried out abiding by the speaking time.
5. If the motion fails, the committee continues to debate with the previous speaking time, if there was a speaking time.

Article 23

Motion to move into a Moderated Debate

1. A delegate may propose a *Motion for a Moderated Debate*, specifying in the proposal the time of the Moderated Debate, the individual speaking time, and the purpose of it.
2. The motion shall be immediately put to a vote, and requires a simple majority to pass.
3. The student officer may change the time limit.
4. The student officer may rule the motion out of order.
5. Once in Moderated Debate, the Speakers' List is suspended, and the student officer, at discretion, will give the floor to delegates who wish to speak for some duration of time to be determined and to remain consistent throughout the debate.
6. There are no yields in speeches in a Moderated Debate.
7. There is no motion to end the Moderated Debate before its prescribed time; the time allotted to a Moderated Debate must fully elapse in order for the committee to return to the Speakers' List.
8. The maximum time allotted for Moderated Debate in Korea Model United Nations 2022 is 15 minutes.

Article 24

Motion to move into an Unmoderated Caucus

1. A delegate may propose a *Motion for an Unmoderated Caucus*, specifying in the proposal the time of the Unmoderated Caucus and the purpose of it. ("Motion for an Unmoderated Caucus, for the duration of ## minutes, for the purpose of ____.")
2. The motion shall be immediately put to a vote, and requires a simple majority to pass.
3. The student officer may change the time limit.
4. The student officer may rule the motion out of order.
5. Once in the Unmoderated Caucus, the committee will have an informal session, and delegates are free to move around between breakout rooms, speak, etc.
6. The maximum time allotted for the Unmoderated Caucus in Korea Model United Nations 2022 is 20 minutes.

Article 25

Motion to Introduce a Draft Resolution

1. Before introducing a draft resolution, the delegate must take the following steps:
 - a. Gather the requisite number of signatures on the draft:
 - i. The requisite number is 1/3 of the number of delegates present in the most recent roll-call, or five delegates, whichever is greater;
 - ii. Being a signatory to the resolution does not mean the delegate supports the resolution; it merely means that the delegate would like to see the resolution discussed.
 - b. Submit the draft resolution to the student officer for approval, either by sending the draft resolution to the student officer via an Administrative Staff member, or by giving it to the student officer during Unmoderated Caucus;
 - c. If approved, request that the draft resolution be delivered via an Administrative Staff member to Delegate Services and be copied; where possible, a projector will be used to display the resolution;
 - d. When the floor is open, move to introduce the resolution in a *Motion to Introduce Draft Resolution Committee/2022/X/RES/#*.
 - i. This motion passes automatically and does not require a second or a vote.
 - e. The delegate who made the motion is obligated to:
 - i. Read out the operative clauses of the resolution;
 - ii. Elaborate on the content of the resolution, not lasting more than 3

- minutes; no yields or questions are permitted at this time;
- iii. After having given the authorship speech, the speaker may entertain up to 2 points of clarification and 2 points of information.
 - f. After this process is completed, the resolution is considered formally introduced and may be discussed in the committee's substantive speeches.
2. More than one resolution may be introduced while the agenda item is being discussed. Once a resolution has been introduced it will remain on the floor and be debated until a *Motion to Close Debate on the Resolution* passes.
 3. A resolution is considered the property of the committee. There are no individual owners or sponsors of substantive documents.

Article 26

Motion to Introduce an Amendment

1. Amendments must be signed by 5 or 1/3 of the number of delegates present in the roll call, whichever is greater, and obtain the approval of the student officer before being introduced to the Committee, in much the same manner as resolutions.
2. A delegate may introduce an amendment to any resolution on the current topic area whenever the floor is open.
3. Amendments not approved by the student officer or dealing with resolutions not yet introduced are not in order.
4. The student officer may rule any amendment out of order if he believes it would render the resolution nonsensical. This decision cannot be appealed. Amendments to amendments are not in order.
5. Only one amendment may be debated at a time.
6. An amendment requires an authorship speech, not exceeding 3 minutes, except regarding amendments striking out an operative clause, sub clause, or a sub sub clause.
 - a. After having given the authorship speech, the speaker may entertain up to 2 points of clarification and 2 points of information except for amendments on striking out an operative clause, sub clause or a sub sub clause.

Article 27

Motion to Postpone Debate on an Amendment, a Resolution or an Agenda

1. A *Motion to Postpone Debate* is in order after at least four speeches on that amendment or resolution, when the floor is open on the Speakers' List for that amendment or resolution.
2. This Motion requires a second.
3. The student officer shall open a Limited Speakers' List on this motion, allowing two speakers in favor and two speakers against, each allotted 1 minute.
4. After the Limited Speakers' List is exhausted, the motion will be put to an immediate procedural vote.
5. This motion requires a two-thirds majority to pass.
6. If this motion is passed, the amendment or the resolution is considered tabled and taken off the floor, and no discussion or action on it may take place.
7. *Motion to Postpone Debate on a Resolution* is not in order while the committee is discussing an amendment for that resolution.
8. If a *Motion to Postpone Debate on an Agenda* is passed, the agenda will no longer be on the floor; the committee must set a new agenda by the process of *Motion to Set the Agenda*.

Article 28

Motion to Resume Debate on an Amendment, a Resolution or an Agenda

1. A *Motion to Resume Debate on an Amendment or a Resolution* is in order any time when the floor is open.

- a. Gather the requisite number of signatures on the draft:
2. This Motion requires a second.
3. The student officer shall open a Limited Speakers' List on this motion, allowing two speakers in favor and two speakers against, each allotted 1 minute.
4. After the Limited Speakers' List is exhausted, the motion will be put to an immediate procedural vote.
5. This motion requires a two-thirds majority to pass.
6. If this motion is passed, the amendment or the resolution is on the floor again and may be discussed in the normal manner.
7. Motion to resume debate is not in order when there is an amendment on the floor, or when the committee is discussing another agenda item altogether.

Article 29

Motion to Close Debate on Amendment or Resolution

1. A delegate may move to close debate on an amendment or a resolution only after four speeches on the respective amendment or resolution have taken place. The student officer may rule such motions out of order if they are dilatory, and his decision on a *Motion to Close Debate* cannot be appealed.
2. All delegates must be present in the voting procedures regarding this motion. Once a *Motion to Close Debate* has been raised, delegates will be notified via an Administrative Staff member.
3. Closure of debate is debatable to the extent of two speakers against the motion; no speaker in favor shall be recognized.
4. The motion requires a two-thirds majority to pass. Once debate is closed, the committee moves to an immediate vote on the amendment or the resolution.
5. Closure of debate is automatic if a particular substantive Speakers' List has been exhausted. In these cases, the matter upon which debate has been closed shall be brought to an immediate vote. A *Motion to Close Debate on Amendment/Resolution* can be raised even if the Speakers' List still exists.
6. When a *Motion to Close Debate on the Resolution* is passed, the committee will directly proceed to substantive voting procedures on the resolutions currently on the floor in consecutive order.
7. If a resolution is passed, the agenda is automatically finished, and the committee must set a new agenda through the process of a *Motion to Set the Agenda*. The agenda on which a resolution has been passed cannot be discussed again.

Article 30

Motion to Adjourn the Meeting

1. When there are less than 30 minutes remaining in the session, a delegate may move to adjourn the meeting.
 - a. The *Motion to Adjourn the Meeting* must specify at which point in time the meeting will be resumed, except for the last session on the last day of the conference.
2. The student officer may rule this motion out of order.
3. This motion shall be put to an immediate procedural vote, and requires a simple majority to pass.

Article 31

Motion for a Closed Session

1. A delegate may propose a *Motion for a Closed Session* if he believes that the functioning of the committee would be better facilitated by the absence of observers, such as the KMUN Press Corps.
2. The motion must specify the time period for which the committee will go into a Closed

Session, and requires a simple majority to pass.

3. Once a committee is in Closed Session, the administrative staff in that committee shall:
 - a. Ask all Press Corps participants, and other persons in that committee to leave the chambers immediately;
 - b. Control the entry and exit of the chambers, so that only the delegates and officers in that committee, staff members, and the Secretariat may enter the room.
4. A Closed Session shall end, and normal entry and exit procedures resumed, when the session is over in the schedule or after 30 minutes, whichever is lesser.

Article 32 Motion to Suspend the Rules

1. In case of unforeseen circumstances in which adherence to the rules of procedure render the proceedings impractical, a delegate may make a *Motion to Suspend the Rules*, specifying which rule should be suspended, for what purpose, and for what duration of time.
2. This motion is in order at any time the floor is open, and shall be put to an immediate vote, and requires a two-thirds majority to pass.
3. This motion must be approved by the Deputy Secretary-General in charge before it is implemented.

Article 33 Precedence

1. Points always precede motions.
2. When multiple *Motions to Move into Moderated Debate* are raised, the total duration must be considered before individual speaking time.
3. In a *Motion to Set the Speaking Time*, or a *Motion to Move into Moderated Debate*, the motion with the longer duration of speaking time takes precedence.
4. In a *Motion to Move into Moderated Debate*, a *Motion to Move into Unmoderated Caucus*, the motion with a longer total duration takes precedence.
5. A *Motion to Move into Unmoderated Caucus* takes precedence over a *Motion to Move into Moderated Debate*, when the two motions with the same duration are raised.

Chapter IV Appendix

Article 1 Observers

1. Observers shall be the constituents of Korea Model United Nations 2021 whose entrance shall be limited during a Closed Session, defined as:
 - a. Individuals registered for the conference, not representing any interests in the substance of the conference;
 - b. KMUN Press Corps during committee proceedings;
 - c. Permanent Observers, who are regular attendees recognized by the UN Organizations, such as the Holy See, the State of Palestine, European Union, or World Bank;
 - d. Non-permanent Observers, who are ad hoc attendees invited to a particular committee of Korea Model United Nations for the purpose of:
 - i. collecting information that is critical to the proceedings of debate and is exclusively held by the observer in question;
 - ii. representing the viewpoints surrounding the agenda.