

SECURITY COUNCIL RULEBOOK



CBSMUN
2025

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General Rules

1. Scope

- a. The rules of this document apply only to the Security Council of CBSMUN 2025. Each rule is self-reliant unless modified by the secretariat, in which case, the modification will be publicly announced and deemed immediately adopted.
- b. No other Rules of Procedure apply. If a situation arises which has not been addressed by the Rules of Procedure, the chairs and the secretariat will be the authority on which rule to apply. In the absence of a secretariat representative in the committee, chair's appealable decision shall prevail.
- c. These rules fully overrule the Rules of Procedure of CBSMUN and its Annex for the delegates of the UNSC.

2. Language

- a. **English is the official and working language of CBSMUN.** All communication at the conference shall take place in English. Chairs may enforce this rule even in unmoderated caucuses and break times.
- b. If a delegate wishes to present a document written in a language other than English, the delegate will have to provide a translation to the committee staff that will then distribute the translated version to the rest of the committee.
- c. If a delegate wishes to use a phrase, quote or saying in the language of their respective country while giving a speech, they will be required to provide the direct translation to the rest of the committee.

3. Secretariat

- a. The Secretariat, consisting of the Secretary General (SG), Director General (DG), Under Secretaries General (USG) and Academic Directors (AD), acts as the governing body of CBSMUN. All matters pertaining to the conduct of the debate shall be referred to them.
- b. The Secretary General and the Director General shall issue the final rulings over the interpretation of this document. All decisions made by the SG and DG shall be considered final and without appeal, both having the same authority over all academic matters.
- c. Delegates shall treat the SG and DG with respect and rise when they enter a room, with details outlined in Rule 11, e.
- d. The USG of Academics holds the same deciding, unappealable authority over all matters of the rules of debate, unless overruled by the SG or DG. Delegates may not motion or request this.
- e. The Academic Directors have responsibility for the specific conduct of the committees. They are the first point of reference should an issue arise within the committee. They may rule fully over or refer matters arising in any committee to the SG, DG or USGA, including but not limited to:

- i. Decisions made by the chairs over the conduct of the committee;
- ii. Decisions made by the chairs over the interpretation of the Rules of Procedure, irrespective of whether they have been challenged or not;
- iii. Behavior of delegates.

4. Presidency

- a. In line with UNSC regulation, the chairs represent the presidency, which is assumed by a member of the Council. The presidents of the UNSC **will both represent their country and chair the sessions**.
- b. The presidents shall declare the opening and closure of each committee session, suspend the session for a limited amount of time in case of need, grant the right to speak, propose limitations on the speaking time, announce decisions and enforce these rules of procedure, subject to appeal by the committee or overriding decision by the secretariat.
- c. The presidents shall chair the debate in a fair and balanced manner and have discretion over most matters arising in the committee. They shall not be partisan in speaker and motion selection and conduct all chairing duties unbiased, regardless of the country they represent.
- d. To clarify the position and ensure representation, the presidency shall **declare a presiding chairperson and a country representative**. The presiding chairperson may **not** speak or vote in the name of the country they represent, while the country representative does **not** call on delegates for speeches or motions or count votes. However, both continue to be presidents of the UNSC and work together on chairing and representing their country. The division may change on discretion of the presidency, though must be made clear to the delegates.
- e. It is by convention that the presidents shall not engage too often in the discussions and drafting processes, while still balancing their national interests. However, the declared country representative of the presidency **must** vote on all matters, or abstain if allowed.
- f. Chairs may sanction delegates who break the Rules of Procedure in an appropriate manner to their infringement. No delegate should be made uncomfortable by punishments and any punishments which hinder the involvement within debate are out of order. Breaking code of conduct or other more serious violations by participants can result in serious consequences but always require approval by the secretariat, who has final say on these matters.

5. Delegates

- a. The term “Delegate” shall be understood as a generic term, referring hereinafter to every participant in a Committee with the exception of the Chairpersons, who has been granted the right to participate and speak in the committee sessions.
- b. **Delegates are required to remain in character** by consistently advocating the interests and representing the policies of the country assigned while in session. To act in character also entails displaying respect for the opinions and ideas of fellow delegates, even if these opinions and ideas conflict with a given delegate’s own country’s priorities or personal views. This especially applies to substantive and procedural voting.

- c. Delegates are asked to collaborate with fellow delegates diplomatically whenever possible.

6. Press

- a. The press is a fundamental part of international politics and should be treated **respectfully**. Press members represent a certain media outlet and are to be represented in an accurate manner given their geographical focus and political ideology.
- b. Unless provided for otherwise in the Rules of Procedure, or at the discretion of the chairs, members of the Press shall have the right to visit and leave the committees they are assigned to, the right to ask a member of the committee for an interview, or a statement for the purposes of journalistic coverage of the conference. Press cannot vote in any committee at any time, but **may raise points of information** when delegates yield to them.

7. Permanent Member

- a. The Permanent Members of the Security Council are the People's Republic of China, the French Republic, the Russian Federation, the United Kingdom of Great Britain and Northern Ireland, and the United States of America.
- b. These five members are always on the Security Council and may **veto** a resolution, with one vote against failing any substantive vote.

8. Non-Permanent Member

- a. All ten further members of the council are non-permanent, serving two year terms and being voted on every year, with five spots up for vote every year.
- b. While they do not have the veto right, they are full voting members of the council.

9. Observers

- a. As per UNSC regulations, "a State which is a Member of the United Nations but not of the Security Council may participate, without a vote, in its discussions when the Council considers that country's interests are affected. Both Members and non-members of the United Nations, if they are parties to a dispute being considered by the Council, may be invited to take part, without a vote."
- b. Observers may therefore be included; they cannot vote on substantial matters, be "present and voting", or sponsor a document. However, they may vote on procedural matters.

Conduct & Decorum

10. Conduct

- a. Delegates, chairs and all other participants shall show common courtesy and respect towards each other at all times.
- b. Delegates are expected to engage in diplomatic dialogue and collaboration, reflecting the principles and values of the United Nations to promote an atmosphere that encourages open discussion and cooperation
- c. Abuse of language or otherwise uncivil behavior shall not be tolerated and the secretariat reserves the right to sanction such deviations from diplomatic conduct.
- d. Work outside of committee is never to be expected and should be limited to minor preparation. The time in committee shall be sufficient for all resolution writing.
- e. Delegates must rise when the Secretary General or Director General enter the room, unless directed otherwise by either the chairs or the corresponding secretary. This shall also not interrupt speeches; delegates shall rise after conclusion of the speech.
- f. Delegates must treat their chairs with **respect**. Actions taken outside of debate towards the chair that can be seen as trying to gain an unfair advantage in debate must be avoided. Similarly, chairs shall avoid situations that could question their impartiality in regards to their committee's delegates. The secretariat reserves the right to reprimand delegates and/or chairs involved in any such activities.
- g. **All participants at CBSMUN 2025 must adhere and follow the CBSMUN Code of Conduct**, in which more detailed rules of personal conduct and safety mechanisms can be found.

11. Attendance

- a. Presence of the delegates during the committee meetings is mandatory. Reasons for any absence must be communicated to the chairs.
- b. Only delegates who attended at least 75% of the committee meetings are eligible for any awards or certificate of participation. The secretariat can make exceptions at their discretion.
- c. An exclusion or a partial exclusion from the committee meeting may result in the secretariat not providing the delegate with a certificate of participation.

12. Plagiarism & AI Programs

- a. Academic integrity shall be respected; plagiarism for any type of written documents will not be tolerated and **is strictly forbidden**.
- b. The secretariat holds the right to exclude delegates who committed plagiarism from debate and deny awards and participation certification on its basis.
- c. Using natural language generation (NLG) software or any other artificial intelligence (AI) tools to craft speeches, resolutions, or position papers for conferences is explicitly

prohibited. This restriction applies to any software or tool generating content autonomously, devoid of human intervention and is regarded as plagiarism.

- d. Employing these technologies for research is nevertheless allowed, contingent on users evaluating and modifying the content to guarantee precision and alignment with the conference subject, using it only as a research tool.

13. Electronic devices

- a. The use of electronic devices is permitted during committee meetings and can be used for researching facts, writing or editing documents, preparing speeches, or using MUNcommand.
- b. The extent of the usage of MUNcommand is fully to the discretion of the chairs. This is not appealable and chairs may decide which functionalities they use.
- c. Chairs may forbid or suspend the use of individual devices of an individual delegate if they feel they distract a delegate from the session or the delegate was using the electronic device for uses other than purposes as specified in a.
- d. However, chairs cannot ban electronic devices for the entire committee.

14. Dress Code

- a. All participants shall wear Western business attire, as it is defined as a formal suit, tie, business shirt, and formal shoes, or skirt suits, or pantsuits with formal business blouses or tops, stockings, formal shoes. Formal dresses are similarly in order. This rule only applies to sessions on conference sites, not to socials.
- b. CBSMUN does not tolerate the display of national or political symbols from the participant's home country. This does not include United Nations-related symbols or symbols from the delegate's assigned country, which will be tolerated.

15. Press Reporting

- a. The press is allowed to report to all proceedings within the session. There is a distinction between **"on the record"** and **"off the record"**, which shall be the keywords to distinguish between statements and actions the press may report on or not.
- b. All speeches and statements of delegates, in all caucuses **including unmoderated caucuses, but excluding informal consultations of a whole and P5 Caucuses**, can be generally considered **"on the record"** unless specified otherwise with a motion or by the chairs.
- c. All breaks and meeting suspensions are considered time **"off the record"** unless **explicitly** specified otherwise by all delegates interacting with the press.
- d. Voting proceedings on substantive matters are explicitly always reportable by the press; the press cannot be excluded from witnessing or reporting on a vote.
- e. Press may ask points of information when delegates yield to POIs; this is on the record.
- f. Delegates shall take press reporting seriously, the opinion of the general public can be heavily swayed by the press.

Rules Governing the Start of Sessions

16. Roll Call

- a. To begin every session, the presidents are responsible for calling and recording the role of every member in a roll call. A member can be either “Present” or “Present and Voting” in the committee. The distinction between the two is that, if the member stated “Present and Voting” they cannot use their right to abstain during substantive voting. This option is not available to observers.
- b. Delegates who fail to answer will automatically be considered absent. Any change to this status can be completed by sending a message to the presidency specifying their desired status. The president shall publicly acknowledge their new status. Same procedure also applies to the delegates arriving to the committee late.

17. Quorum

- a. In the Security Council, there shall be no formal quorum to begin debate. However, the presidents may halt the start of the committee if no productive debate is possible with the limited members present.

18. Defining of the Session

- a. At the beginning of each session after roll call, the presidents shall declare their intended type of session type. This is either an **order session** or a **notice session**.
- b. It is up to the discretion of the chairs how many order vs notice sessions shall be conducted. However, as a general practice, the first half of sessions are usually order, while the second half often are notice sessions.
- c. Delegates may vote to appeal this definition by rejecting the agenda, as explained below.
- d. Sessions may be grouped together as Order Days and Notice Days.

19. Order Session

- a. In an Order Session, the presidents present a **proposed, fixed agenda** for the session, called an *Order Book*. The topics of discussions and the number and length of Moderated Caucuses are all defined and decided in the book. No further caucuses shall be motionable during an order session except for unmoderated caucuses.
- b. However, the orders of the day do not issue a fully bounding schedule since it is under the discretion of the Council to suspend the Orders of the Day with a motion to open the floor for a more urgent matter.
- c. After announcing an Order Session, the chairs read the proposed Order Book **in full**.

20. Notice Session

- a. In a Notice Session, the proceedings of the Council are shaped upon the motions that are given by the members.

21. Setting of the Agenda

- a. At the beginning of each session, an agenda must be adopted. This can happen by absence of any objections from the delegates, through a procedural vote, or by defaulting to the topic of debate if no other agenda is agreed upon.
- b. For an Order Session:
 - i. After reading the Order Book, the presidents will ask if there are any objections to it. If an objection is raised, a procedural vote is conducted.
 - ii. If no objections are raised or the vote passes, the Order Book is adopted as the agenda for the session.
 - iii. After either an objection or a failed vote, the presidents have the option of addressing the objection directly or the rejection by the council and **amend** the Order Book before restarting the process. To facilitate this process, a delegate objecting may be granted 60 seconds to explain their objection.
 - iv. If no proposed Order Book is adopted after this process, the agenda defaults to the current topic of debate, and the session transitions into a Notice Session.
- c. For a Notice Session, the agenda is **automatically** adopted as the current topic of debate, and **no** further motions are needed.
- d. In the case of grouped sessions in Order Days, the agenda set in the first session applies to all related sessions without requiring further confirmation at the start of each subsequent session.

Rules governing Debate

22. Absence of General Speaker's List & Opening Statements

- a. In this UNSC format, there shall **not** be a general speaker's list. Rather, all debate shall take place in topical caucuses. Therefore, there shall be **no yielding** in UNSC.
- b. Furthermore, there shall not be official opening speeches. Rather, the presidents shall set a general topic as the first order of the first session and call on all delegates wishing to speak, ideally in alphabetical order. No delegate is forced to speak but it is heavily encouraged.

23. Rules of Order when Addressing the House

- a. **Referring to Prior Debates:** Reopening concluded debates is discouraged to avoid prolonged discussions. Exceptions may be granted at the discretion of the Presidents
- b. **Reflecting upon Votes:** Members must not criticize Security Council vote outcomes unless proposing a motion to reconsider, to prevent unnecessary discussions on resolved matters.
- c. **Personal Allusions:** To uphold decorum, delegates must avoid personal references, using titles like "The Representative of [Country]" instead of names or personal pronouns.
- d. **Initial Acknowledgements:** While optional, it is diplomatic to address the Presidents at the start of statements. Special guests or the Secretariat must always be addressed if present.
- e. **Remaining Seated to Speak:** Delegates should deliver statements while seated and remain attentive and respectful during others' remarks.
- f. **Addressing the President:** All statements should be directed to the Presidents, not to other members, maintaining formality during sessions.
- g. **Use of Diplomatic Language:** Delegates must use formal, respectful, and constructive language at all times.

24. Rules of Order for Members Listening During Sessions

- a. **Keeping their Places:** While in formal session, members should keep their places in council, and not walk about the house, or stand in the passages.
- b. **Entering and Leaving the House:** Delegates are allowed to leave within formal session but should notify the chairs when they do so by means established by the chairs. Leaving within speeches should be avoided and generally leaving should be kept to a minimum. Those leaving early or arriving late must seek the chair's permission and adhere to the same protocol.
- c. **Maintaining Silence:** Silence should generally be observed in the House. The expressions of approval or disapproval during a speech of a member should be kept to a minimum to not distract or disturb other members. These expressions may be forbidden by chairs' discretion. Crosstalking is never in order.

Rules Governing Caucuses

25. Moderated Caucus

- a. Moderated Caucus is the formal and regular way of addressing the Council. Moderated caucuses are led by the presidents and pertain to a set subtopic.
- b. The President of the Security Council as a general practice makes their national statement **last** of all Council members. In certain cases, they may make a single statement comprising introductory remarks and their national statement as the **first speaker**. This is common practice for the first order in an Order Session. The presidency shall **select** speaking **first or last** and announce this decision publicly. The presidency may take the floor again during the caucus; this is highly unusual and should be limited.
- c. When the caucus is not based on an Order of the Order Book, the delegate proposing the caucus shall have the right to speak first or last. The position not chosen is then offered to the presidency.
- d. While the real Security Council does not have individual speaker time limits, a **120 second** time limit will be the **default speaker's time** when not specified differently. Motions and presidents' discretion can change this default to either a different time or no time limit at all.
- e. By convention, presidents usually **only** ask for speakers after their starting remarks or to start, depending on if they elect to begin with their national statement or not. For all further adding of speakers, **non-verbal communication** via notepaper, software or signaling shall be used. Only in exceptional cases will the presidency ask for further speakers.
- f. It is common courtesy to only discuss the subtopic of the caucus. The presidency has the right to intervene if a delegate completely deviates off topic, however this should be used sparingly as delegates should remain on topic on their own accord.
- g. If no speakers are found to continue the caucus, it automatically elapses, though allowing for a final speech if the presidency or submitter had requested it.

26. Unmoderated Caucus

- a. In an unmoderated caucus, formal debate is interrupted and delegates may use the time to speak **freely** with each other, find allies, develop ideas, formulate working papers, draft resolutions and amendments while moving freely within the room.
- b. Unmoderated Caucuses are usually not part of Order Books. Delegates are encouraged to motion for them instead.

27. Informal Consultation of the Whole

- a. Informal Consultations of the Whole are private meetings of the Security Council, in which delegates may debate and discuss in a more fluid format.
- b. The presidency shall **always remain in control** of this caucus and recognize the next speaker. However, the presidents shall select **only one speaker at a time**, no list or set of

speakers shall be established. The presidency may recognize the country representative of the presidency, therefore themselves.

- c. There shall be **no** individual speaker's time limit. However, the presidency may step in if a delegate uses an unreasonable amount of time for their speech and shall remind the current delegate to round up their speech at least once. Should the delegate not react to this reminder, it shall be in the presidents' power to remove the floor from the delegate.
- d. While this format is not considered part of formal debate, delegates shall remain diplomatic and respectful at all times. However, the flexibility and fluidity of the format may be capitalized on. Delegates are encouraged to use this format to more directly address each other and find consensus. Similarly, the presidents shall utilize this format to allow direct debate in the best interest of the council. Informal Consultations of the Whole shall never be part of Order Books and are considered **off the record**.
- e. If no speakers are found to continue a caucus, it automatically elapses.

28. Caucus of the Permanent Members

- a. This caucus allows the permanent members to discuss in private to avoid the possibility of a veto. This should be used **sparingly** and may be limited or denied by the presidency.
- b. During this caucus, the delegates of the permanent members shall leave the room **with** a representative of the presidency. The remaining non-permanent members and observers remain in the room and are considered in an **unmoderated** caucus (i.e. **on the record** there).
- c. This caucus shall never be part of the Order Book. All permanent members must support this caucus by signing off on this caucus when motioned. Within the permanent member caucus, no formal debate rules shall apply; it is **self moderated** and **off the record**.

29. Special Address

- a. The Council can hear from special envoys and representatives.
- b. On such occasions, the Orders of the Day will be postponed and if it is a Notice Day in question, the floor will be closed until the end of such hearings.
- c. Special addresses can also be present in the Orders of the Day and cannot be postponed.

30. Press Conferences

- a. Once per day, members of the press may call for a press conference in communication with the chairs. This press conference shall **not be longer than 15 minutes** and may be shorter by discretion of the committee's chairs.
- b. Within the press conference, members of the press may direct questions either to individual delegates or the council as a whole. The press may always ask a follow up question if time allows, a follow up to a follow up is not in order. No delegate may have more than two questions directed towards them, excluding follow ups or questions directed at the entire council that the delegate may have answered. The press shall be tasked to try to get as many different delegates involved as possible.
- c. Everything said within a press conference is immediately on the record.

Rules governing Points

31. Point of Personal Privilege

- a. Whenever a delegate experiences **personal discomfort**, which impairs their ability to participate in the proceedings, they may raise a Point of Personal Privilege to request that the discomfort be corrected. Examples of this are issues with the room temperature, needing fresh air, problems seeing the time, difficulties hearing or other personal matters.
- b. A Point of Personal Privilege may only interrupt a speaker if the delegate speaking is inaudible or an emergency. Otherwise, the delegate rising on the Point of Personal Privilege must always wait till the end of the speech to raise the point.

32. Point of Parliamentary Inquiry

- a. A delegate may raise this point to **ask the chair a question regarding the rules of procedure**.
- b. A Point of Parliamentary Inquiry can be raised at any time but may never interrupt a speaker.

33. Point of Order

- a. A Point of Order indicates an **instance of improper parliamentary procedure**. This can, but is not required to, be initially raised as a Point of Parliamentary Inquiry, after which delegates may raise a Point of Order on the matter.
- b. The Point of Order will be immediately decided by the presidency in accordance with the rules of procedure. A Point of Order may not interrupt a speaker.
- c. If the Point of Order addresses an issue, which the Rules of Procedure was clear to address, then the chairs shall correct their stance. If the Rules of Procedure addresses the question at hand unclearly, the presidency shall have the discretion to rule over the issue, after the possible consultation of the secretariat. This ruling shall be appealable, unless the secretariat confirms the decision.
- d. In situations where a point of order is unable to be resolved swiftly, the presidents should contact the secretariat to resolve the issue at hand.

34. Point of Information

- a. If the Council performs a special address, the guest speaker may choose to open themselves to **questions** by the delegates in the form of Points of Informations.
- b. On such occasions, Points of Information are directed to the President and the question is always asked indirectly in a form. After the question has been put to the President, the President asks the speaker if they accept the Point of Information.

Rules governing Motions

35. General Rules on Motions

- a. **Submitting Motions:** All motions can be submitted at any time but will only be processed once the presidency opens the floor to motions. Motions should be submitted **non-verbally** through **note paper** or **electronic message**, unless the President explicitly allows verbal motions, the motion is especially time-sensitive, or the motion itself specifies otherwise.
- b. **Presidential Discretion:** The President of the Council holds the appealable authority to decide which motions are put up for a vote, ensuring that their decisions are made impartially and without national bias. The President's role is to maintain the flow of the debate and uphold the Council's procedural integrity. Should the presidency reject a motion and not put it to a vote, either a written or verbal reason must be listed. While theoretically possible for the presidency to submit a motion themselves, this shall be avoided.
- c. **Objections:** Motions do not require a second but are subject to objections. After a motion is proposed, the President shall ask if there are any objections. If no objections are raised, the motion is considered automatically adopted.
- d. **Order of Voting on Motions:** The President shall determine the order of voting, prioritizing motions based on their disruptiveness (i.e., the most disruptive motion is voted on first, see the end of this section) and their personal discretion. After a motion on a caucus or discussion format passes, no further motions may come to a vote.
- e. **Withdrawal of Motions:** A motion may be withdrawn by the submitter at any point before it is put to a vote, when the President is informed through note paper or electronic message.
- f. **Procedural Voting:** Voting on motions is considered procedural. Abstentions are not permitted; all delegates and observers present must vote.
- g. **Order Days:** During Order Sessions, no motion for a caucus shall be accepted. Extensions, suspensions, appeals and closure of debate shall explicitly be in order.
- h. **Return to Motions:** During Notice Sessions or after Suspension of the Order Book, delegates must come to an agreement on motions. If all proposed motions fail, the floor must be immediately opened again for further motion, until a motion is passed.

36. Motion to Suspend the Order Book

- a. When a more pressing issue arises or delegates simply want to deviate from the Order Book, a motion to suspend the Order Book is necessary to halt the current agenda.
- b. The presidency has the appealable discretion to propose or reject this motion. If accepted, the motion is subject to objections and a potential procedural vote.
- c. After passing of this motion, the floor is **immediately** open for delegates to submit a **new motion**. The session is transformed to a Notice Session from then onwards, unless the Order Book is resumed.

37. Motion to Resume with the Order Book

- a. After giving precedence to another issue, delegates may resume the Order Book and therefore the structure of an Order Session.
- b. The presidency has the appealable discretion to propose or reject this motion. If accepted, the motion is subject to objections and a potential procedural vote.

38. Motion to Set the Speaker's Time

- a. Delegates may change the speaker's time with a motion. The delegate may rise and shortly explain the reasoning and state the proposed speaker's time. The presidents may overrule the motion on their discretion, this is appealable.
- b. Delegates may use this motion to remove the time limit entirely, if the presidency allows.
- c. If there are multiple motions to set speaking time the proposal with the longest amount of time takes precedence.

39. Motion for a Moderated Caucus

- a. When submitting this motion, the delegate shall state the **topic** of the Moderated Caucus, propose a **total time** of the caucus. Furthermore, the delegate may specify a different individual speaking time, however when omitted and as a general rule of thumb, the default time shall be used. The maximum duration of this motion is **fifteen (15) minutes**, excluding possible extensions, though may be limited by the appealable discretion of the chairs. Individuals speaker's time may similarly be limited at the appealable discretion of the chairs.

40. Motion for an Unmoderated Caucus

- a. When submitting this motion, the delegate may **only** propose the **total time** of the caucus. The maximum duration of an unmoderated caucus is **thirty (30) minutes**, excluding possible extensions, though may be limited by the appealable discretion of the chairs.
- b. Delegates may motion for unmoderated caucuses even in order sessions to allow informal negotiations. However, the presidency may overrule this on appealable discretion.
- c. If multiple motions for an Unmoderated Caucus are on the floor at the same time, they shall be voted upon beginning with the longest proposed total time as it is the most disruptive.

41. Motion for a Informal Consultation of the Whole

- a. When submitting this motion, the delegate shall state the **topic** of it and propose a **total time** of the caucus. The maximum duration of an informal consultation of the whole may be limited by the appealable discretion of the chairs.

42. Motion for a Permanent Member Caucus

- a. When submitting this motion, the delegate may **only** propose the **total time**, however may include a reason to convince the fellow permanent members and the presidency. The maximum duration may be limited by the appealable discretion of the presidency.

- b. A permanent member may motion for a permanent member caucus only with the support of all permanent members. This shall be indicated by all permanent members signing off on the motion in writing, either physically or electronically. If one permanent member does not support this motion, it automatically fails.
- c. Instead of a vote, it is to the presidency's appealable discretion if this motion is entertained.

43. Motion for an Extension of the Previous Caucus

- a. A Caucus may be extended only **once**. This motion may be presented verbally.
- b. The motion to extend the caucus can only be brought forward **immediately** after the caucus has lapsed and may be rejected by appealable discretion of the presidency.
- c. The extensions shall not be longer than **half** of the original duration of the caucus.

44. Motion to Invite a Representative for a Special Address

- a. Delegates may move to invite a representative to speak before the committee. The motion shall include the representative that is requested and (optionally) a topic for the issue that should be addressed.
- b. This motion does not require a vote to be held, as it is under the unappealable discretion of the chairs to grant or overrule the motion.

45. Motion for Suspension or Adjournment of the Meeting

- a. The Motion for Suspension suspends the meeting until the time specified in the motion. If no timeframe was addressed in the motion, the chairs shall use their discretion to set the time to reconvene the house.
- b. The Motion for Adjournment ends the meeting and all committee functions at the end of the conference.
- c. These motions can be presented verbally and may be overruled by the chairs, provided it is not close enough in time to the end of the committee meeting as set out in the conference schedule. Such a decision is unappealable.
- d. Objections to these motions may be overruled by the Chair and are unappealable.

46. Motion to Close the Debate

- a. The Motion to close the Debate ends discussion on the agenda. This motion may be presented verbally.
- b. The motion is debatable to the extent of maximum two speakers for and maximum two against, 30 seconds each, to be followed by an immediate procedural vote on that motion. The decision of entertaining speakers on the motion is up to the appealable discretion of the chairs.
- c. If there are no objections, the motion to close debate will automatically be adopted and the committee will move to the voting procedure on any draft resolution on the floor. This is the normal procedure to vote on a resolution.

- d. Should a motion to close the debate pass, the committee shall not adopt the previously closed agenda again.

47. Motion to Appeal the Decision of the Presidency

- a. A delegate may appeal any procedural decision of the Presidency unless it is stated otherwise as “unappealable” in the Rules of Procedure.
- b. The delegate can only appeal a ruling immediately after it has been pronounced, therefore verbal motioning is in order. The delegate will be given time in order to explain the reasoning behind the appeal. The presidents may speak briefly in defense of the ruling.
- c. The vote on the appeal requires a **qualified** (two thirds) majority to pass.

48. Motion to Reconsider the Question

- a. If the committee has voted against a draft resolution, a delegate can raise a motion for the reconsideration of the vote, for the committee to vote on the substantive document for a second time.
- b. This motion requires a procedural majority to pass and can be given only once per draft resolution.

49. Motion to Introduce a Document

- a. Working papers, draft resolutions and amendments are introduced by a motion, which are detailed in the next section.
- b. This motion must be submitted non-verbally via note paper or electronically.

50. Right of Reply

- a. A delegate whose **personal or national integrity** has been impugned by another delegate may ask for a Right of Reply at any time within debate, except during a speech.
- b. The delegate shall rise and state which statement by which delegate they wish to reply to. The chair will grant the Right of Reply at their discretion; this decision is **not appealable**. A delegate granted a Right of Reply shall be given 30 seconds to reply. The wish to utilize the right of reply shall be indicated via notice paper or electronic message, i.e. prior notice.
- c. A Right of Reply to a Right of Reply is out of order. **A Right of Reply to proven, factual statements are not in order**. Diplomatic language shall be used at all times.

Rules Governing Documents

51. Working Papers

- a. Working papers are informal documents intended to aid the Security Council in its discussions and the formulation of draft resolutions. These papers have no specific format requirements and serve as a means to organize ideas and proposals.
- b. **Introduction of Working Papers:** A motion is required to introduce a working paper. This motion does not require objections or a vote for passage.
- c. **Discussion of Working Papers:** Working papers should not be referenced in debate until they are formally introduced. After introduction, they may be modified further. Working papers remain informal and do not directly bind the Council.

52. Draft Resolutions

- a. A draft resolution is the primary formal document through which the Security Council implements its decisions, addressing the agenda issue with proposed actions and solutions.
- b. A draft resolution has many **formal requirements**, such as but not limited to:
 - i. Be written as a single grammatically correct sentence.
 - ii. Include preambulatory clauses that provide context and background, using past tense and ending with commas.
 - iii. Include operative clauses that specify actionable measures, using present tense and ending with semicolons.
 - iv. Adhere to the Security Council's mandate, reflecting its unique authority, such as imposing sanctions or calling for peacekeeping actions.
- c. Draft resolutions should be drafted within the Council chamber, primarily during unmoderated caucuses. Similarly, it is good practice to only include ideas discussed in a caucus within the resolution.
- d. Draft resolutions must be submitted to the President, who will review them for adherence to format and content requirements, potentially consulting the Academic Director or Secretariat. For approval, a sufficient list of sponsors and signatories is required before a draft resolution can be introduced.
- e. Disapproval is unappealable. Challenging the approval of a document is in order though if requirements are not met, in which case the secretariat must be notified.

53. Sponsors & Signatories

- a. Sponsors are the direct contributors to the draft resolution and are committed to its content. They are responsible for its drafting and may be involved in supervising its implementation. A draft resolution requires **at least one (1) and at most three (3) sponsors**.
- b. Signatories support bringing the draft resolution to the floor for discussion but are not bound to its contents. A resolution must have **at least three (3) signatories** to be introduced

if the Council is at full membership, with this number adjusted proportionally in cases of absences or additional observers.

54. Introduction of a Draft Resolution

- a. Once a draft resolution has been approved by the President, any sponsor may submit a motion in writing to introduce the draft. This motion is delivered through note paper or electronic message unless otherwise permitted.
- b. Upon introduction, one sponsor may read out the operative clauses. The President then opens the floor for debate. **Only one (1) draft resolution may be introduced.**
- c. Delegates may not refer to a draft resolution in debate until it is formally introduced. Once introduced, the resolution may be discussed freely in both speeches and caucuses.
- d. A draft resolution may be withdrawn by a motion submitted in writing, requiring the unanimous consent of all its sponsors. This motion is automatically accepted without a vote.

55. Sponsors' Address

- a. After introducing a draft resolution, sponsors may request a Sponsors' Address to formally **present the draft resolution** to the Security Council on the record.
- b. This address allows the sponsors to highlight the main elements of the draft, explain their reasoning behind key clauses, and outline the intended outcomes of the resolution.
- c. The request must be submitted in writing to the President and is subject to the President's approval. The President will determine the time limit for the address, usually 2 minutes per sponsor.
- d. The sponsors each deliver a short speech regarding the draft resolution, after which no discussion will be entertained and the floor is open to further motions.

56. Informal Inquiry on the Draft Resolution

- a. Delegates may also request an Informal Inquiry on the Draft Resolution following its introduction to facilitate more detailed discussion and questions from other Council members.
- b. This session allows for an **interactive discussion** where members can seek clarifications and pose questions directly to the sponsors about specific clauses and intentions of the draft resolution.
- c. The request must be submitted as a motion with an overall time in writing. The motion and its time limit is subject to the President's appealable discretion, usually 10 minutes.
- d. The President moderates the session, allowing other members to ask questions, which are addressed by the sponsors. This session is informal and is designed to help clarify details and build consensus before the resolution moves to formal debate or a vote.
- e. The session may be on the record or off the record, based on the motion and discretion of the presidency.

57. Amendments

- a. An amendment is a formal change to a draft resolution, intended to modify its content. Amendments may add, replace, or remove parts of a draft resolution and are treated as substantive decisions. There are two categories of amendments:
 - i. **Friendly Amendments:** Supported by **all** original sponsors of the draft resolution. Friendly amendments must be submitted in writing and automatically become part of the resolution upon introduction, without a vote. The President will confirm the approval of the sponsors.
 - ii. **Unfriendly Amendments:** Not supported by all sponsors. These require *at least 1 sponsor and a minimum of 2 signatories*. Unfriendly amendments are introduced through a written motion. They require a procedural vote (or no objections) to be introduced and a substantive vote to pass.
- b. Amendments must be reviewed by the President before being introduced. A sponsor or the President may read out the amendment during its introduction. Friendly amendments are immediately incorporated into the resolution upon introduction, while unfriendly amendments require a formal vote for introduction.
- c. If an unfriendly amendment is introduced, a **moderated caucus** is started specifically for the amendment, with the presidents' discretion over its length. Debate on the amendment ends when the caucus elapses or no further speakers are found. A substantive vote is then held to determine whether the amendment is adopted.
- d. Amendments cannot be made to preambulatory clauses, and amendments to amendments are not permitted. Failed amendments cannot be reintroduced, but previously amended clauses may be amended further.

58. Press release

- a. A press release is a statement by the committee directed to the public which the press is allowed to publish. It has no strict format.
- b. A press release may be introduced via a motion. All delegates shall be provided the opportunity to read the press release. Immediately following, the committee will vote on its release. It requires a **substantive** vote to pass.

59. Presidential Statements

- a. If it becomes apparent that no consensus is possible and a resolution will almost certainly fail, the presidency may propose passing a presidential statement instead.
- b. The Statements are not legally binding and do not distinguish between preambulatory and operative clauses. They serve as a summary of the debate and opinions in the room.
- c. The statement may be written by the delegates or the presidency itself. If written by the delegates, the presidency must approve of the document.
- d. Once a draft is completed, it shall be written aloud, afterwards the presidency will ask for objections. **Any objection** fails the statement, otherwise it passes without a further vote.

Rules governing Voting

60. Procedural Voting

- a. Voting on any matter, other than draft resolutions and unfriendly amendments, is considered procedural or non-substantive. **Every member of the committee, including observers, must vote** on all procedural motions; **no abstentions will be allowed**.
- b. For procedural matters, the UNSC requires **9 votes in favor**. However, when the members present deviates from 15 (due to absences or extra observers), **60 percent** of the council must vote in favor to pass a procedural vote. Vetoes are not applicable.
- c. Voting shall take place via placard, hand or electronically, on discretion of the presidency.

61. Substantive Voting

- a. Substantive voting applies to voting on draft resolutions and unfriendly amendments. Once the committee closes the debate, it will move into voting procedures on the resolution, if one is on the floor.
- b. In substantive voting procedures, the chambers are sealed and no interruptions will be allowed. Delegates may not leave the room unless absolutely necessary. Only motions on voting procedure or points are in order.
- c. For substantive voting, each member will have one vote. Each vote may be a “Yes,” “No,” or “Abstain.” Voting shall take place via placard, hand or electronically, on discretion of the presidency, unless a motion for a roll call vote is accepted.
- d. A substantive vote requires **9 votes in favor** to pass, or **60 percent** of present members if members of the Security Council are missing. An abstention does not lower this threshold, i.e. a vote can fail without a vote against if enough members abstain.
- e. Observers may not vote on substantive matters.
- f. A substantive vote can only pass if **no permanent members votes against** the adoption of the resolution or amendment. A singular veto vote by a permanent member causes the document to fail, regardless of the number of votes in favor. An abstention by a permanent member does not equal a veto; a resolution may pass with an abstention by a veto power.

62. Motion to Divide the House

- a. This motion prohibits members from abstaining on a substantive matter. This motion can be raised either before a substantive vote or immediately after so that the vote is retaken.
- b. This motion requires a procedural vote if objected to.

63. Motion to Divide the Question

- a. Dividing the question means that certain operative clauses of the Draft Resolution will be voted on separately. Pre-ambulatory clauses may not be separated.

- b. In the motion, the delegate must explain the division in detail, with some examples being: voting on a certain clause and the rest of the document separately, voting on each clause separately, etc. If there are multiple divisions of the question on the floor, the motion with the most divisions is the most disruptive and therefore takes precedence.
- c. If this motion passes its procedural vote; a substantive vote will be taken on each divided part. If any part of the resolution passes, all passed parts and the preambulatory clause are regarded as the past resolution. **If no part passes, the entire resolution will have failed.**
- d. If one motion to divide the question passes, all the other motions to divide the question on the floor **will automatically fail.**

64. Motion for a Roll Call Vote

- a. In a roll call vote, the Chair will call members to cast their votes in English alphabetical order. **This is only possible on substantive matters.**
- b. The motion is subject to a procedural vote.
- c. In a Roll Call Vote, delegates may vote **in favor, against, abstain** (given they are not “Present and Voting” and no motion to divide the house has been passed), **pass, and in favor or against “with rights”**. **Abstaining with rights and abstaining after passing are not in order.**
- d. If the Delegate passes on the vote, the delegation will, irrespective of the English alphabetical order, be placed to the end of the Roll Call. Delegates who passed the vote once may not pass the vote again and **may not abstain.**
- e. If a Delegate votes with rights, they shall be granted thirty (30) seconds to explain the vote, once all the votes have been cast and the chairs have announced the result of the vote. This can be a way to explain a surprising vote.

Annex I: Precedence of Points and Motions

Motions will be considered in the following order of precedence, from most distributive to least disruptive, with the most major motions being marked in bold:

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Motion to Appeal the Decision of the Presidency
5. Motion to Reconsider the Question
- 6. Motion to Close the Debate**
7. Motion for the Adjournment of the Meeting
- 8. Motion for the Suspending the Meeting**
- 9. Motion to Suspend the Order Book**
10. Motion to Resume with the Order Book
- 11. Motion to Introduce a Draft Resolution**
- 12. Motion to Introduce an Amendment**
- 13. Motion to Introduce a Working Paper**
14. Motion to Introduce a Presidential Statement
15. Motion to Introduce a Press Release
16. Motion to Change the Speaker's Time
17. Motion for an Extension of the Previous Caucus
18. Motion to Invite a Representative for a Special Address
- 19. Motion for a Permanent Member Caucus**
- 20. Motion for an Unmoderated Caucus**
- 21. Motion for a Informal Consultation of the Whole**
- 22. Motion for a Moderated Caucus**

At the start of substantive voting procedure, only the following points and motions are in order, in the following order of precedence:

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Motion to Divide the Question
5. Motion to Divide the House
6. Motion for a Roll Call Vote