

21º MINIONU QUAL É A SUA Voz?



RULES GUIDE

EC (2019)

SPECIAL MEETING OF THE EUROPEAN COUNCIL ON MIGRATION
FOR THE UPCOMING STRATEGIC AGENDA FOR EU 2019-2024

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1. GENERAL CONSIDERATIONS

The Chair of the EC 2019 informs, through this Rules Guide, the set of rules that shall be applied during the days of our debate, between October 10th and 13th of 2020. First and foremost, the official language of our committee is English and, therefore, delegates cannot use another language in their speeches or in any documents. If a foreign term or expression is used, it must be followed by a translation.

Moreover, all delegates must wear credentials during the entire event, as they can be barred from participating in the debate if credentials are not presented. During the debate, delegates must also behave in a diplomatic way, as they are partaking in a simulation of a real European Council reunion. Delegates must maintain decorum, whilst also being well-mannered and respectful of their fellow delegates and the Chair.

The Chair, in its turn, holds control over the debate. It has the power to declare the opening and the closure of each session of the committee (by suggesting or accepting motions to do such), to administrate the debate, to ensure rules are abided by and to recognize delegates' speech. Further, the Chair also deliberates on the precedence and/or relevance of points and motions, holding the power to either accept them, suggest alterations, or reject them. The decisions the Chair adopts are to be considered final and unappealable and the Directors have the power of interpreting the rules as they judge fit, so to assure the committee's flow.

The Chair retains the right to change the current rules of the committee if it judges necessary, as in the case of the occurrence of unexpected situations.

2. RULES REGARDING THE DEBATE

This section will outline the rules on the operation of the committee. Here, we will discuss the agenda, the function of the quorum and delegations' discourses, specifically on the possibility of time transference.

2.1. Agenda

The agenda of the committee is a document prepared by the Chair that details the scheduled discussions of the debate. The agenda points out the topics within the theme of the committee that delegations should discuss and proposed resolutions on. When the topic is

closed, the Chair will initiate the voting process of the Conclusions and delegations must move on to discuss the next topic.

It is important to note that delegations are also not allowed to discuss different topics at once, but rather they must focus on the topic in discussion. Moreover, the agenda is only presented in the First Session.

2.2. Quorum

The quorum is a list used during the days of the debate which details the number of delegations currently in the session. The quorum details the number of total delegations and the amount necessary for a simple majority (50% + 1), as there is no voting process that requires a qualified majority (2/3) in the European Council.

To initiate our sessions, it is necessary to have at least 1/3 of all delegations in the committee. In this moment, delegations can declare themselves as either “present” or “present and voting”, noting that delegations that declare themselves as “present and voting” **may not abstain from substantial matters**. As the quorum is written down after the beginning of the session, delegates that happen to arrive after roll call may request recognition either through a Motion for Recognition or through written communication sent to either one of the volunteers or the Chair.

The most important use of a quorum is during any voting process, both on substantial and procedural matters. For that reason, it is highly urged that no delegates exit the room during voting, despite not prohibited from doing so.

2.3. Discourse

Discourses are the main tool through which delegations discuss the topics presented, and it is of the utmost importance to use this time to express your delegation’s thoughts and positions. To make a discourse, the delegate must be recognized by the Chair, through the raising of their placard. The Chair will pick delegations at random to ensure the flow of the discussions. The standard speech time is one (1) minute and, if delegations deem it necessary, they can request to alter this time through a Motion. The Chair can also suggest the alteration of discourse time and also holds the power to either accept, suggest to alter or reject a delegation’s Motion.

The Chair is the only one who holds the power to interrupt a delegate's speech. The only exception to this is if another delegation requests a Point of Personal Privilege, which is the only point that interrupts speeches. If the Chair understands that the speaker is discussing another topic, discussing irrelevant issues to the committee and/or if they disrespect decorum, another delegation, the Chair and/or Human Rights, they can interrupt their speech. The abuse of speech time for any of the reasons listed will not be tolerated, under the punishment of interruption of the speech, reprimands from the Chair and annulment of the restitution of time, or in more severe cases, cancellation of their right of speech.

If another delegation interrupts the delegate discoursing, without a Point of Personal Privilege, the Chair shall pause the stopwatch and then restore the amount of time it judges fair to the speaker after restoring order. If there is parallel taking in the committee while a delegation is discoursing, the Chair shall do the same.

2.3.1. Time Transference

As we are in a Greek Moderation (explained further later), there is no time transference. This means that delegates cannot gift the remainder of their speech time to other delegations.

3. VOTING

This section will detail the voting procedures of the committee. Voting takes place whenever the committee faces a Procedural or Substantial matter. The procedures, therefore, are very important, as they directly impact the discussions.

3.1. Procedural Matters

Procedural Matters refer to the technical procedures of the debate, that is, the voting of motions, possible alterations of the modality of the debate, motions to alter speech time, motions to suspend the topic, etc. For a procedural matter to be approved, it requires simple majority (50% +1) and there cannot be any abstentions, regardless of whether a delegation has declared itself as "present" or "present and voting". This matter is voted by the raising of placards and, if there are any abstentions, the Chair will repeat the vote until all delegations present have voted.

3.2. Substantial Matters

Substantial Matters refer to the procedures that directly impact upon the flow of the committee, such as the voting of resolutions (known as “Conclusions” in the European Council) and of amendments. In the European Council, these matters require consensus to be approved and are open to abstentions. When voting a Substantial Matter, the Chair will ask if there are motions of voting by Roll Call and Division of the Question, which have their own rules.

4. DEBATE MODALITIES

The debate modalities refers to the types of debates that can occur within the committee. In our committee, there are three that can occur: (i) the Greek Moderation; (ii) an Unmoderated Caucus; and (iii) the Informal Consult. We will proceed normally under Greek Moderation and delegates can request either an Unmoderated Caucus or an Informal Consult if they deem it necessary.

4.1. Greek Moderation

Greek Moderation is a debate modality in which the committee stays in a Moderated Caucus continuum. Unlike Traditional Moderation, this modality does not have a discourse list and there is no time transference. Moreover, because it is a continuous Moderated Caucus, there can also be no motions to introduce this modality.

When delegations wish to speak, they should indicate so by raising their placards and keeping them up until they’ve been recognized by the Chair. The Chair then randomly chooses a delegation to discourse and has complete authority over this matter. When a delegation ends their speech and after the Chair has asked the committee if there are any points or motions, delegates may again raise their placards to be recognized.

4.2. Unmoderated Caucus

An Unmoderated Caucus is a debate modality in which the Chair cedes moderation so that delegates may be able to communicate with each other freely. In this moment, delegates may walk around the room and exchange ideas with other in order to either discuss an urgent

topic, find out another delegation's position on a matter, work on a Draft Conclusion or any other reason that requires this modality.

To be applied, an Unmoderated Caucus needs to be requested through a motion, which **requires simply majority to be approved**. The delegate requesting the motion must propose the time of length and a justification for the Unmoderated Caucus. If Chair deems the request appropriate, it will accept the motion in question.

4.3. Informal Consult

An Informal Consult is a debate modality that holds the same function as an Unmoderated Caucus, but which is used where information is needed quickly and efficiently. In this modality, delegates must remain seated in their places while discussing whatever the delegate who proposed the motion for requested.

This modality is proposed through a motion, in which the delegate requesting it must present its duration and the justification for the motion. If the Chair agrees, the motion must be **approved by simple majority** to pass. The Chair does not moderate in this modality, but has the right to interrupt the consultation if it becomes unproductive or irrelevant before time has ended. The Chair may also extend the time to the Informal Consult that shows to be successful.

5. POINT

A point is one of the tools delegates can use during the debate, the other being a motion. Before recognizing a delegation's discourse, the Chair will ask if there are "any points or motions?". There are three types of points: (i) Points of Inquiry; (ii) Points of Order; and (iii) Points of Personal Privilege.

5.1. Point of Inquiry

The Point of Inquiry is used when delegates have questions or doubts regarding any proceeding of the committee. It can be used to clarify a doubt on a procedural matter (ex: how many signatories a Draft Conclusion requires to be approved), to request an update on the review of a Draft Conclusion (ex: if the Chair has already appreciated the resolution), among others. The Point of Inquiry cannot interrupt a speech.

5.2. Point of Order

The Point of Order is used when there is an instance of improper procedure or a mistake committed by a member of the staff, including the Chair. The Chair must evaluate the point and, if it proves to be true, the Chair will take the adequate actions to correct it. The Point of Order also cannot interrupt a speech.

5.3. Point of Personal Privilege

The Point of Personal Privilege is called by a delegate who believes that they have suffered a personal offense to their person, by another delegate's speech. Due to its highly sensitive nature, this is the only point that can interrupt another delegation's speech. Therefore, it is of the utmost importance to clarify that the offense **must** be towards the delegate, and not their delegation, for this Point to be rightfully declared (ex: an offense to the delegate representing Germany and not towards the country). Abuses of the right to declare Personal Privilege in this case, such as to distract the discoursing delegate or to cause ruckus, will not be tolerated and will be reprimanded.

The point can also be called out if a delegation is suffering personal discomfort, such as if the room is too hot/too cold or if they cannot hear another delegate's speech. This situation is also considered a valid declaration of Personal Privilege and does not classify as an abuse of the right.

ATTENTION: If a delegate feels they require a Point of Personal Privilege, they must do so by raising their placard and declaring the point. The delegate must then hold for the Chair to ask the current speaker to wait and pause the stopwatch to be recognized. When recognized, the delegate must justify their point to the Chair and await its evaluation. If denied, the Chair will continue the debate and restore the discoursing delegate's speech time. If accepted, the Chair will take the possible actions to correct the situation presented, if possible.

6. MOTIONS

Motions are procedures that can be proposed by delegates in order to change the dynamics of the debate. Motions follow rules of precedence, which means that they are voted in a hierarchy, from the most radical to the least radical. If a more radical motion is accepted, the others are not voted. Motions can introduce, table, adjourn, or close a topic. Moreover, they can also be used to introduce Draft Conclusions and amendments, as well as to withdraw them. Finally, motions are used in the voting procedure to request either voting by Roll Call or by Division of the Question. The last two examples are cited later.

6.1. Motion of Introduction of the Topic

After the opening of the committee, to initiate our discussions, a delegate must propose a Motion of Introduction of the Topic. To be approved, **this motion requires a simple majority (50% + 1)**, as per European Council rules.

6.2. Motion of Tabling of the Debate

Having presented the Agenda in the First Session, the debate will necessarily follow the sequence of topics proposed then, without the possibility of discussing more than one topic at once. If the committee deems it necessary to switch topics, it can do so by either: (i) approving a resolution for that topic or by (ii) putting the current topic temporarily on hold. This motion should be used in situations where there is either lack of progress in one topic or potential progress in another.

To temporarily suspend a topic, delegates must request a Motion of Tabling the Debate, which is **approved by simple majority (50% + 1)**. However, to reopen a tabled topic, delegates must reach **consensus**.

6.3. Motion of Closure of the Debate

When discussions on a topic have reached their end and the committee has already proposed at least one Draft Conclusion, delegates may propose a Motion of Closure of the Debate. This motion represents the end of all discussions on a topic and, if approved, prohibits delegates from reopening the topic. Before the Chair can evaluate if this motion is in order, it

must first ask the committee if there are any Draft Conclusions or Amendment Proposals being written; if any, then this motion is automatically declined.

If there are no documents being written and the Chair considers the motion valid, it will put the motion in order and into voting. To be approved, **this motion requires consensus**. If it reaches that, the committee will proceed immediately to the voting process.

6.4. Motion of Adjournment of the Session

When our sessions approach their end (established by MINIONU official schedule), the Chair will announce that it is accepting Motions of Adjournment of the Session. In order to be approved, **this motion requires simple majority (50% + 1)**. If adjourned, the debate will restart in the next scheduled time. It is not possible to adjourn the last session.

6.5. Motion of Introduction of Draft Conclusions

For a Draft Conclusion to be introduced, it must first be submitted to the Chair for appreciation. After reviewed, if the document is found to be complete and adequately follows all requirements, the Chair will announce that it is accepting a Motion of Introduction of the Draft Conclusion.

This motion is automatically accepted and one of the signatories of the resolution will be called to read **only the operative clauses** to the committee. After introduced, the resolution will be officially made available to all the committee and it can be mentioned freely during discourses.

7. DOCUMENTS

This section will detail the documents accepted within our committee, and their individual introduction processes. Every document below must be in the official language of the committee and, if there are foreign expressions or phrases, they must be followed by a translation.

7.1. Official Position Paper

The Official Position Paper (OPP) is a document that must be prepared before our First Session, where it shall be handed to Chair and later distributed to the rest of the committee. The OPP formally details a country's points and ideas regarding the committee, as well as their general foreign policy.

If a delegate would like to know the initial position of another delegation, they can seek out their OPP; however, delegates can only borrow two at a moment. The OPPs won't be evaluated by the Chair, but they will be read, so they should be well researched and written nonetheless.

7.2. Working Papers

A working paper is any document (such as a news article, a video or an audio) that exemplifies a position pertinent to the debate. This document is not binding and is used to point a certain topic out to the committee, or to make a position clear on a matter. There is no motion to introduce a working paper, but it must be first submitted and approved by the Chair to be shown to the rest of the committee. In addition, it also requires **1/5 of the quorum** in signatories to be approved.

7.3. Draft Conclusions

Because the European Council is not one of the legislative bodies of the European Council (like the European Parliament and the Council of the European Council), it cannot propose legislation. Therefore, in European Council meetings, documents named "Conclusions" are adopted, so to identify issues of concern for the EU and outline particular actions to take or goals to reach. In this sense, these conclusions influence and guide the EU's political agenda. These Conclusions represent "Draft Resolutions".

It is through these Conclusions that delegates will detail the result of the debates and propose courses of action to address the issues appointed in the Agenda. In order to be submitted, Conclusions require **at least 1/3 of the quorum** in signatories, which represents that a delegate wishes to see this document presented, and not that it necessarily agrees with it. A Conclusion consists of two parts: its preamble and the operative clauses.

The preamble details the situation presented in the Agenda and the reason behind the meeting. This section is used to define what the European Union's policy towards the issue presented will be like, as well as to give a general overview of what the operative clauses detail. The preamble should indicate the EC's position on a matter underlined in the Agenda, and be **written in the present continuous tense, in italic, ending in a comma with the exception of the last paragraph.**

The operative clauses are the proposed course of action that the committee pledges to take. This section details what the EU will carry out, through its different institutions, to achieve the policy desired by its members. Operative clauses should be numbered, and titled according to the policy area it is proposing action in. Moreover, these clauses **must be written in the imperative tense and finished by a semicolon, with the exception of the last item, which must end in a period (.).**

7.3.1. Introduction of the Draft Conclusion

After the formal writing and appreciation of a Draft Conclusion, delegates can request, at any moment, a Motion of Introduction of the Draft Conclusion. If this motion is approved, one of the signatories will stand and read the operative clauses of the document. The Draft Conclusion will then be distributed officially to the rest of the committee and included in the debate.

This document will have thus gained a formal status and be named as a Conclusion. In order to proceed to the voting process, a delegate must request a Motion of Closure of the Debate, which requires **consensus** to be approved. If approved, the committee will immediately proceed to its voting process, where Conclusions will be voted by their order of introduction. In this moment, delegates can request to vote by Roll Call and/or by Division of the Question. If proposed and accepted, the Chair will adopt the adequate procedures to apply them.

Once that is resolved, the committee will proceed to the final voting of the Proposal Conclusion, which requires **consensus** to be approved. If no consensus is reached, which may occur, then the topic discussed is closed without any resolution and the issue appointed in the Agenda will be discussed in future European Council reunions.

7.4. Amendments

Amendments are documents that serve to add to, alter or exclude parts of a Draft Conclusion. Delegates can propose amendments after a Draft Conclusion has been introduced and before a topic is closed; after a Motion of Closure of the Debate is accepted, no amendments can be proposed. In addition, there can be no amendments of an amendment.

Furthermore, amendments cannot alter the introduction of a Draft Conclusion, instead being only applicable to the operative clauses. To be approved, an amendment requires **consensus**.

7.4.1. *Introduction of Amendments*

A delegate can request a Motion of Introduction of Amendments if the amendment has previously been appreciated and approved by the Chair. This motion **requires no voting and is automatically accepted**.

After the amendment is introduced, the Chair will ask for a minimum of one delegate in favor and one delegate against the amendment (maximum two on each side) to discourse on it, for 30 seconds. At the end of these discourses, the committee automatically passes to the voting process, in which **consensus** is needed. Regardless of whether the amendment is approved or not, the debate will continue normally after the voting process.

7.5. Proposal withdrawal

Draft Conclusions and amendments can be withdrawn at any moment after their introduction and before the closure of the debate. To withdraw one of these documents, a Motion for Withdrawal must be proposed by a delegate. To be approved, this motion requires **unanimity** from all of the signatories of the document.

8. VOTING PROCESS

This section will detail the voting procedures of the committee. With the closure of the debate, the Chair will ask delegates if there are any points or motions. In this moment, delegates can request to vote by either Roll Call and/or Division of the Question. During the voting process, no delegates may leave or enter the committee.

8.1. By Raising of Placards

Voting by Raising of Placards is the standard procedure for voting. Therefore, it is not necessary to ask for a motion to vote in this manner. In procedural matters, the Chair will ask for delegations in favor and against to raise their placards so to count the votes. In a substantial matter, the Chair will ask if there is consensus, which will be indicated by the raising of placards of every delegation; in the case of abstentions, the Chair will ask for those delegates to raise their placards as well.

8.2. By Roll Call

The Motion of Voting by Roll Call, if requested, is **automatically accepted** by the Chair. This procedure can only be used to vote Conclusions and the delegates vote by either affirming consensus or declaring their abstention. It is important to note that, in this case, delegates who declared themselves as "present and voting" for that session cannot abstain from this voting procedure and thus must either declare their consensus or not. If there isn't consensus, the Conclusion is discarded.

8.3. By Division of the Question

The Division of the Question procedure is available to delegates if they desire to evaluate the Conclusion in fragments, which are decided by delegates themselves. If requested, this motion needs to be approved first by **simple majority (50% + 1)** to later be presented to the committee. Once approved, the Chair will give the committee an Unmoderated Caucus of three (3) minutes to elaborate how they want to divide the Conclusion.

In case more than one division proposal is submitted to the Chair, it will conduct the voting process in a hierarchical manner, from the most radical division (the one that divides the proposal the most) to the least divided. If one proposal is approved, the resolution will be voted according to it and the other divisions will be discarded automatically.

The committee will then proceed to vote the divisions of the Conclusion in the manner it was divided. If clauses don't reach consensus, they are excluded from the final document. After this process is concluded, the committee will proceed to vote the final document after the alterations it may or may not have suffered due to this motion. If the Conclusion reaches consensus, it is approved; if not, it is discarded.