

A large, faint watermark of the United Nations emblem is centered on the page. It consists of a world map surrounded by a laurel wreath, with a stylized 'A' symbol overlaid on the map.

RULES OF PROCEDURE

(CRISIS COMMITTEES)

A. General Rules

Rule 1: Scope

These Rules of Procedure apply to the crisis committees of ACUTRAIN 2019. This document will be used as the main set of rules unless stated otherwise or the Secretariat permits otherwise.

Rule 2: Language

Official working language of the Cabinets and of the documents produced within the Cabinets is English.

Rule 3: Dress Code

The official dress code of the conference is western business attire. Delegates are allowed to dress in national or traditional attire only with permission from the Secretariat.

Rule 4: Electronics

Electronic devices are not allowed to be used in the Committees and all documents should be handwritten clearly. This rule can be altered by the Secretariat's decision due to time concerns.

B. Committee Proceedings

Rule 5: Agenda

Crisis committees have open agendas or certain agendas and will not set an agenda for the duration of the conference.

Rule 6: Members

Members of the Cabinets have equal voting rights, unless otherwise stated within the Crisis Committee Rules of Procedure.

Rule 7: Form of Debate

The Cabinets shall have the following types of debate, which require simple majority of the members to pass.

- i. The Cabinets will have the General Speakers' List for the sake of free debate atmosphere.
- ii. Unmoderated Caucus for Debate – The caucus is used for debating the issues of the cabinets and will be proposed with total time and a specific topic. The

Heads of the Cabinet will direct the caucus however; there will be no set individual speaker time.

iii. Unmoderated Caucus for Drafting or Lobbying – This caucus will be used for the purpose of drafting documents or lobbying within the Cabinet and will be proposed stating only total time.

iv. Semi Moderated Caucus - Semi-moderated caucus is proposed when members of the Cabinets want to debate on a specific topic. Semi moderated cauci shall be proposed without total time and individual time limitations. Moderator can terminate a debate on discretion, or put an end to a speech if he/she feels necessary to do so, and these discretions are not subject to appeal.

v. Tour de Table – This debate form will require that every member of the Cabinet (including the Heads of the Cabinet) shall make a speech regarding the specified topic. The duration of the speeches will be determined by the proposer of the motion and there is no maximum time limit for the caucus. However, the Heads of the Cabinet may alter the time of the caucus if they deem necessary. The Heads of the Cabinet have the right to terminate a caucus and this decision is non-appealable.

Rule 8: Points

Point of Order: Point of order can be proposed in case of an improper use of parliamentary procedure.

Point of Personal Privilege: Point of personal privilege can be proposed in case of an inconvenience that prevents delegates to listen to another delegate emerges.

Rule 9: Motions

Motion for a semi moderated or unmoderated shall be proposed for the purposes explained above in section B. 7.

Motion for Suspension: Motion for the suspension of the meeting shall be proposed by the end of the session as scheduled by ACUTRAIN 2019.

Motion for Adjournment: Motion for the adjournment of the meeting shall be proposed by the end of the conference as scheduled by ACUTRAIN 2019.

Rule 10: Voting Procedure

Closure of debate motion will not be entertained in order to vote on a document.

Any document that requires voting by all Cabinet shall be subject to a special set of rules.

In order to proceed to voting on the document “Motion to Move to Vote on [Document Name]” shall be in order. When this motion is entertained, voting will be conducted by placard. Other proposals for voting are out of order.

Crisis Committee Rules of Procedure also establishes the Motion to Vote by Secret Ballot. This motion shall only be in order directly after the Motion to Move to Vote. The decision requires two-thirds majority of the Cabinet and the affirmative vote of Heads of Cabinets. Should this motion passes, the voting will be conducted individually and only the Heads of Cabinets will be allowed to cast their votes openly. Should there be a tie in the Cabinet during voting, the Heads of the Cabinet will act as a tiebreaker. Negative vote by the Head of Cabinet in both cabinets lead to a direct failure of the document.

C. Documents

Rule 11: Documents of the Committee

The Cabinets shall have the following documents:

- i. Directive
- ii. Ministerial Directive
- iii. Communication
- iv. Press Release
- v. Treaties

Rule 12: Directive

Directive shall be the document that the Cabinets use to take collective action in all areas. For the introduction, the Heads of Cabinets shall approve the directive. The Directive requires simple majority of the Cabinet and non-existence of negative vote casted by Heads of Cabinet.

Rule 13: Ministerial Directive

Ministerial Directive shall be the document by which the Ministers in the Cabinet may take individual action regarding their area of expertise. The Ministerial Directive is directly sent to Head of Cabinet and goes into force with the approval of the Head of Cabinet and the rest of the Committee Staff. The Joint Ministerial Directives shall be in order and this document will be subject to procedure stated above for individual Ministerial Directives.

Rule 14: Communication

Communications shall be conducted by any member of the Cabinets. They shall be the document that the Cabinet uses to contact the other cabinet or other entities in the world. For the introduction of the Communication, approval of the Heads of Cabinet is necessary. Communications are subjected to the approval of the committee Staff before being transmitted to the desired party.

Rule 15: Press Release

Press Release requires either the affirmative vote of the Head of State or unanimity in the Cabinet. Before a Press Release can be introduced; the Heads of Cabinets shall approve it.

Rule 16: Treaties

The Cabinets may negotiate and establish a treaty during the conference. The document requires the signatures of the Ministers of Foreign Affairs. Treaties might have a secret protocol that is signed separately from the original treaty.

Rule 17: Contact with the Crisis Team

The Crisis team will respond to the documents delivered to it by the committee as soon as possible. The members of the Cabinets shall have the ability ask questions to the Crisis Team by addressing the paper to the Crisis Team. These messages shall be subject to the approval of the Heads of Cabinets before being delivered to the Crisis Team. The questions regarding the result of an action taken shall be out of order and will not be considered by the Crisis Team.

Rule 18: Confidentiality

All members of the Cabinets shall be required to keep the Cabinet discussions and actions confidential during the conference time.