

MeDMUN Crisis Rules of Procedure and Motions

This guide serves as a quick overview for parliamentary procedure for crisis committees at Model UN Conferences run by the MeDMUN Organization.

MeDMUN uses a more simplistic, pared down parliamentary procedure to ensure that the committee runs more promptly and to prevent sessions from getting bogged down in the complexities of parliamentary procedure. We want parliamentary procedure to enable more effective debate and resolutions, not distract the committee.

This guide will include:

- 1) Overview of Key Terms
- 2) List of Motions Available in Crisis Committees
- 3) The Flow of a MeDMUN Crisis Committee
- 4) A Sample Crisis Note
- 5) The Criteria by which we Evaluate Crisis Notes
- 6) A Sample Directive
- 7) A Parliamentary Procedure Frequently Asked Questions (FAQ)

Key Parliamentary Procedure Terms to Know:
<i>Abstentions:</i> Effectively a no vote, the vote does not count towards or against a motion. If your nation opposes a directive, vote against it!
<i>The Back Room:</i> The room containing the crisis staffers who write crisis updates.
<i>A Continuous Moderated Session:</i> The main setting for a MeDMUN crisis committee. Delegates wishing to be recognized raise their placards and are called on, they can speak on any topic relevant to the crisis committee for a fixed period of time.
<i>Crisis Note:</i> Crisis notes are the main way for you to impact the crisis updates. Crisis notes must be submitted on MeDMUN's submission forms and must articulate who the note is from, what action you want to take and what goal you want to accomplish, and what resources or abilities that your country or character has that will allow you to carry out this action. Poorly written crisis notes may be returned to you for edits.
<i>Crisis Update:</i> The way in which the narrative of the crisis advances. Crisis updates will be delivered by the crisis staff and are based on the crisis notes you submit and the directives on which the committee vote; speeches do NOT impact the crisis updates.
<i>Directive:</i> Directives are action-oriented products that the committee collaboratively works on. Directives are worked on in the front room and voted on publicly. Directives should be used sparingly in order to resolve significant issues facing the committee such as declarations of war, peace agreements, the adoption of a new constitution, or an action that will have a significant impact on the committee. Directives must be submitted to the chairs for approval and then motioned to the floor for debate. After being debated, you can motion to enter voting procedure on the directive.
<i>The Front Room:</i> The room containing the delegates, the moderator, and the legal chairs. You make speeches, motions, and vote on directives in the front room.
<i>Unmoderated Caucus:</i> Informal debate in which delegates are free to talk to whomever they want.

Rules of Procedure Quick Sheet

Motion	Votes Required	Interrupt
For an Unmoderated Caucus	Simple majority	No
For Voting Procedure on a Directive	Simple majority	No
To bring a Directive to the floor	One-Third	No
For a Point of inquiry	None	No
For a Point of order	None	Yes
To Appeal a Chair's Decision	2/3rds Majority	Must be submitted in writing

Flow of a MeDMUN Crisis Committee

MeDMUN crisis committees start in a specific manner that is different from many other Model UN Conferences.

- 1) The chairs take roll call
 - a. Say “present” or “present and voting” when your country’s name is called
 - i. Saying “present and voting” prevents you from abstaining during voting procedure
- 2) The chairs will introduce themselves and review parliamentary procedure.
 - a. There is not a speakers list in a MeDMUN crisis committee, delegates are in a continuous moderated debate in which those wishing to speak are recognized by the chair.
 - b. There are **no** moderated caucuses in a MeDMUN crisis committee.
 - c. There are unmoderated caucuses in a MeDMUN crisis committee, to make a motion, raise your placard and the chair will recognize you.
- 3) The chairs will provide you with the opportunity to make a brief opening speech, usually 30-to-45-seconds long.
- 4) The initial crisis update will then be handed out or spoken by the crisis staff.
 - a. Take notes on the initial crisis update and try to identify the major topics that the committee is grappling with (Political, humanitarian, economic, security, environmental, etc.)

Crisis Note Example 1

<p>Who is this note from? The United States</p>	<p><input type="checkbox"/> Do you want to try and take this action in secret? ** (Check Box if Yes) **Please note that just because you want action to remain secret does not guarantee that other delegates will not find out about it.</p>
<p>What action do you want to take? The United States would like to withdraw its troops and diplomatic personnel from Afghanistan via an airlift from the Kabul International Airport to its bases in Qatar, Bahrain and Kuwait. The United States will also evacuate Afghans who assisted the U.S. Government during the War in Afghanistan (and their family members) via the same airlift.</p>	
<p>What resources or abilities will you use to accomplish this action? The U.S. military will first ensure that it can secure a perimeter around the airport with 2000 troops and control access to and from the airport so that its military transport airplanes can be used to conduct the airlift. The United States will direct the U.S. Department of Homeland Security and FBI to do background investigations on Afghan nationals who are airlifted from the country to ensure they do not have a criminal background.</p>	
<p>Response from crisis room (Do not write anything here): <input type="checkbox"/> Your action will be included in an update <input type="checkbox"/> Your action will be executed in the background <input type="checkbox"/> Your note has been rejected for incompleteness and/or is dilatory and/or not within your abilities</p>	

Crisis Note Example 2

<p>Who is this note from? The United States</p>	<p><input type="checkbox"/> Do you want to try and take this action in secret? ** (Check Box if Yes) **Please note that just because you want action to remain secret does not guarantee that other delegates will not find out about it.</p>
<p>What action do you want to take? Evacuate its soldiers and diplomatic staff from Afghanistan.</p>	
<p>What resources or abilities will you use to accomplish this action? The Crisis Writers.</p>	
<p>Response from crisis room (Do not write anything here): <input type="checkbox"/> Your action will be included in an update <input type="checkbox"/> Your action will be executed in the background <input type="checkbox"/> Your note has been rejected for incompleteness and/or is dilatory and/or not within your abilities</p>	

CLEAR RISK Framework for Evaluating Crisis Notes

Upon submitting your crisis note, it will be evaluated by the Legal Chair(s) and then the crisis backroom. For your note to be accepted and implemented, we evaluate crisis notes based on the framework below. Generally, notes that are successful and implemented need to satisfy Clarity and Specificity; Leveraging Clear Resources; Effectiveness and Feasibility; and Alignment with National/Character Interests; and Keen Timing and Urgency.

As our staff members review the crisis note, they will ask themselves the questions associated with each quality in order to evaluate it.

C- Clarity and Specificity

- Is the action clear and well-defined?

L- Leveraging Clear Resource

- Is the delegate using available resources and relationships effectively?

E- Effectiveness and Feasibility

- Is the proposed action realistic and likely to succeed?

A- Alignment with National/Character Interests

- Does the action align with the country/character's goals/objectives?

R- Risk and Escalation Considerations

- Does the delegate show awareness of the risks and potential escalation, and are there contingency plans or diplomatic/strategic off-ramps?

R- Responsibility and Tone

- Is the tone appropriate and professional for the situation?

I- Intentionality

- Does the note have a clear end-goal/intent?

S- Strategic Innovation

- Does the note show creativity and new thinking? Has this delegate submitted this note before?

K- Keen Timing and Urgency

- Does the note respond to the current crisis arc facing the committee?

Directive Examples

Key Components of a Directive:

All Directives need to have:

- **Title**, give the directive a unique title so that it is easy for delegates and the dais to understand the directive's topic, goals, or policies;
- **Sponsors**, the countries or characters who authored and coordinated on the directive;
- **Signatories**, the countries or character who support the directive;
- **Operative clauses**, this is where you outline what the directive hopes to accomplish and you will typically have 3-6 clauses in your directive.

Directive Example 1

Title: Global Refugee Responsibility Directive

Sponsors: United States, China, Brazil

Signatories: Russia, Cuba, South Africa, New Zealand

1. Declares all nations will jointly take on incoming refugees with a population percentage based on current GDP;
2. Nations who do not take on refugees will pay those who do to cover humanitarian and medical supplies and personnel;
3. Military forces will secure refugee centers allowing civilians to be transported safely out of war zones to safe locations;
4. The Red Cross and Crescent will be given unlimited access to provide oversight and on-the-ground support.

Directive Example 2

Title: Operation Black Tide Response

Sponsors: United States, China, Saudi Arabia

Signatories: Iran, United Arab Emirates, Qatar, Kuwait, India, Japan

1. Establishes a multinational Persian Gulf Oil Spill Response Task Force to coordinate naval assets, containment booms, skimmers, and aerial dispersant operations to rapidly contain and clean the spill;
2. Requests technical coordination and environmental monitoring support from the International Maritime Organization and the United Nations Environment Programme to assess damage and guide restoration efforts;
3. Creates an international emergency fund contributed to by major oil-producing and importing states to finance cleanup operations, shoreline restoration, and compensation for affected coastal communities.

Frequently Asked Questions (FAQ)

How does the committee end?

The committee ends at the end of the conference, unlike a General Assembly or Specialized Committee, the goal is not to pass a resolution which ends the topic of discussion or solves the issue. Instead, the topic will run all day, and the ending will be determined based on the culmination of the body's notes and directives passed over the course of the entire conference.

Where do I turn notes or directives into?

The dais will accept crisis notes at any time other than during breaks, voting, and roll call.

When will I receive feedback/updates on my crisis notes?

The dais and crisis backroom team work in tandem to ensure all notes are promptly responded to and given feedback on. The backroom can be called to retrieve notes at the dais' discretion, or may come on their own accord.

Will every note be responded to or added to the update?

While every note will be given a response, some may be vetoed at the discretion of the dais and with an explanation as to why. Delegates may also rewrite notes for resubmission based on feedback or may have the opportunity to provide clarity to the dais for their notes. Sometimes a note that is submitted might not impact the next update but might be used in a future update.

Reasons notes may be vetoed include:

- Failure to fill the crisis note form out properly
- Inappropriate or overly graphic content
- Immediate, immense, and groundless escalations or deescalations
- Actions beyond the scope of one's nation or character
- Notes involving actions taken by other countries without their consent
- Content that is inaccurate or lacks a factual basis in the crisis
- Actions heavily beyond a nation's or character's policy

What is the speaking time in a continuous moderated caucus?

Speaking time will be determined by the chair at the beginning of the committee and may be changed by a delegate via a motion at any time going forward.

How does the voting procedure work in a crisis committee?

Voting procedure only applies to public directives and therefore should occur sparingly in crisis committees. Roll-call voting is the default procedure in which delegates may either vote "yay", "nay", or "abstain". Voting with the right of explanation is not available in crisis committees. Delegates who are marked "present and voting" for any session may not abstain from substantive votes.

How do I write a directive if I do not think a note is appropriate?

A directive is similar to a resolution in format but it differs in a few ways. Both require sponsors and signatories, however unlike a resolution, a directive contains no preambulatory clauses, only operative clauses.

Can I do a right of reply?

All rights of reply must be submitted in writing to the moderator and legal chair. A right of reply will only be granted if a delegate's personal character has been insulted or tarnished in some way. All verbal requests for a right of reply will be denied.

Can I use the restroom?

Yes, as long as you are not in voting procedure, please quietly excuse yourself to go to the bathroom, no need to ask the chair. During voting procedure, we ask that all delegates remain in the room so that an accurate vote can be organized and tabulated.