

EMUN 2026 Rules of Procedure

Part 1. General Secretariat

EMUN's General Secretariat consists of:

- Secretary General: **Isamar Vilchis**
- Undersecretary General: **Gabriel Ojeda**
- Seargent of Arms: **Antonio Davó**

Part 2. The Chair

2.1 Committees are led by a Chair consisting of:

- The **President**, who opens and closes debate, ensures protocol is followed, takes attendance, and more. He or she is the highest authority inside a committee.
- The **Moderator**, who manages the flow of the debate. His or her responsibilities include granting the right to speak to delegations, answering to points and motions, and more.

2.2 Cabinets are led by a Chair consisting of:

- The **Head of Government**, who opens and closes debate, ensures protocol is followed, takes attendance, and more. He or she is the highest authority inside a cabinet.
- The **Moderator**, who manages the flow of the debate. His or her responsibilities include granting the right to speak to delegations, answering to points and motions, and more.

Part 3. General Rules

3.1 All delegations are obligated to maintain a respectful and diplomatic posture throughout the duration of the conference.

3.2 The delegations are expected to follow the rules established in the procedural rule book.

3.3 The delegates are not allowed to enter any committee they are not part of unless they

have been granted extraordinary permission from the Secretariat.

3.4 The delegations' representatives must always speak in the third person when addressing the forum. The only exception to this rule is the Cabinet Members.

3.5 Direct contact between delegations is not allowed; delegates who wish to do so must ask permission from the chair through a diplomatic note.

3.6 Delegations are individual, no co-delegations will be allowed.

3.7 The established agenda of the model will not be subject to any modifications unless the Chair or the Secretariat considers it necessary.

3.8 The only recognized language during the sessions will be English, with the exception of Senado de la República de México. Thus, all delegations are expected to be proficient in the language.

3.9 Faculty advisors and teachers must avoid having contact with delegates during sessions, including unmoderated caucuses.

3.10 During sessions, food is prohibited, and drinks are restricted to water.

3.11 The dress code of EMUN is Western business attire.

3.11.1 Delegates who arrive wearing inappropriate attire will be given a warning. If they are given a second dress code warning the next day, they will be asked to leave the session.

3.11.2 Delegates are expected to take into consideration the culture of the country they are representing and to respect it by not wearing inappropriate or offensive cultural attire.

3.12 Delegates will be provided with their official position prior to the conference and are expected to accurately represent it throughout the conference.

Part 4. Warnings

Warnings are given out at the discretion of each committee's Chair. Any delegation that receives two warnings on the same day will be expelled from the session (not from the entire conference). Any delegation that accumulates three warnings throughout the conference will be banned from further participation in the event.

Part 5. Quorum

For a committee to begin a session, at least 50% of the delegations need to be present. If the President declares that there is no quorum, the session will not start until the minimum number of delegations are present.

Part 6. Award Policy

EMUN's Chairs will grant a Best Delegate award to the best delegation of their committee and two Honourable Mentions to the runner ups. The awards are given following the ensuing criteria:

- Accuracy in political representation
- Rhetorical skills
- Writing skills (position paper and resolution writing)
- Cooperation with other delegations
- Problem-solving and innovation in solutions

Depending on the severity of their transgression, creditors of warnings **will not be** considered for an award. The awards will be granted under the Chairs' consideration and with the General Secretariat's approval.

Delegates may also receive a Position Paper award at the discretion of the Chairs and Secretariat.

Part 7. Points and Motions

7.1 Points: Can be established at any moment during the session, including when the floor

is not open. The Chairs, at their discretion, can ask delegations to avoid a certain point, establish it via a diplomatic note, or only establish when the floor is open.

7.1.1 Point of Order: Used to appeal against the chair when delegates believe there is a violation of the rules or protocol is not being followed appropriately.

7.1.2 Point of Personal Privilege: Used to ask for something or propose a solution when a delegate's ability to participate in the event is limited by external conditions, for example, to temporarily abandon the session. Also used to open a "brief preamble" during an Extraordinary Session of Questions.

7.1.3 Point of Information: Used by delegates to request evidence for a point established by another delegate. Delegates should preferably refrain from interrupting speakers through the use of this point.

7.1.4 Point of Parliamentary Inquiry: Used by a delegate to ask the Chair about the rules of procedure or the flow of the debate.

7.2 Motions

7.2.1 Motions of Procedure: Used to alter the flow of the debate. Always need to be seconded by another delegate and voted upon by the committee. Abstentions are allowed in these voting processes. They can only be established when the floor is open. The Chair can unilaterally call for any of these motions. This conference recognizes the following motions of procedure:

a) To Open or Close Session: This motion is the first or last to be pronounced in a session.

b) To Set the Agenda Item: This motion is used to propose a certain topic to other delegations. The delegation that proposes the topic can speak in favor, and only in favor, of it for a maximum of one minute. A delegation who opposes the opening of the topic can speak against it for the same amount of time. Once the above and voting have taken place, a Speakers List is opened with the delegate who proposed the motion as the first speaker. Other delegations can request to be added through a Point of Personal Privilege.

c) To Open a Speakers List: This motion is used to open a debate format where each delegate in the list has a certain amount of time, specified by the delegation that opens the motion, to speak about the topic being discussed. Delegations will speak in the order in which they are added to the list. Between speakers, the moderator will open the floor, where delegates can establish

points or motions, including a Motion of Procedure for an Extraordinary Session of Questions to ask the most recent speaker a set of questions.

d) To Open an Extraordinary Session of Questions: This motion is used to ask questions to the most recent speaker of the Speakers List. The moderator must ask the delegation receiving the questions if they want to answer before the voting process takes place. There should also be a delegation or set of delegations that choose to second the motion, which will also ask questions. The delegation that establishes the motion must specify the number of questions that he/she and seconding delegations will ask, overall corresponding to the number of seconding delegations required for the motion to pass.

e) To Open a Moderated Caucus: This motion opens a more fluid debate model where delegates can raise their hands to ask to speak. Permission to speak is granted by the moderator. The overall time of the Caucus must be specified by the delegation who proposes the motion and approved by the Chair. The delegation that proposes the motion can choose to speak first or last, while the seconding delegation must speak first or second, depending on the first delegation's decision. The Chair reserves the right to ask a delegation to speak during a Moderated Caucus; the delegation selected must, then, contribute to the debate.

f) To Open an Unmoderated/Simple Caucus: This motion breaks decorum and gives delegations a chance to interact directly with each other. Second and first person are allowed, but delegations are always expected to maintain a diplomatic posture. The overall time of the Caucus must be specified by the delegation who proposes the motion and approved by the President.

Part 8. Resolutions

The process of resolution writing includes two additional motions which can only be established when a set of conditions is met. As all other motions of procedure, these have to be seconded and voted upon to be enacted.

i) Motion of Procedure to Introduce a Working Paper: This motion represents the first step towards drafting a resolution. After a series of Simple Caucuses have taken place, delegates are expected to come up with one or multiple Working Papers. A Working Paper is a physical document that outlines the main ideas of the party that drafts it, as

well as rough plans to how it will implement them. It is the place where delegations can present the solutions discussed throughout the conference. Concretely, the motion allows a pair of delegations (usually the two main sponsors of the paper) to introduce their Working Paper to the rest of the committee in hopes that they can get other delegations to join their project, even if amendments have to be made. For the Working Paper to be presented, it must have at least a third of quorum as signatories. A signatory can be any delegation that would like to see the party's ideas develop, would like to listen to them or is a proper supporter of the pre-resolution. If the conditions above are met, two of the sponsors of the Working Paper (which can be up to five) have the obligation to read the paper as it is to the rest of the committee. If this rule is not respected, depending on the gravity of the distortion, the Chair can issue out a warning to the delegation that misreads it. This rule is not meant to discourage delegations from presenting their papers, but rather, to ensure that listening delegations are not manipulated through the misreading of the Working Paper. Once the presentation has finished, parties are expected to continue editing their papers until they reach the next signatory milestone allowing them to call for the following motion.

ii) Motion of Procedure to Introduce a Draft Resolution: When a Working Paper counts with 51% of quorum as signatories, the sponsors of the paper can call for this motion. By doing so, they request their pre-resolution to be revised by the Chair and Secretariat for it to be approved and entitled as a Draft Resolution. Once a Draft Resolution, two sponsors must, again, read the paper to the rest of the committee word for word. What follows is the formal voting process to convert the Draft Resolution into a proper Resolution.

The voting process consists of two rounds of voting. In the first round, delegations can vote in favor, against or abstain from voting. A Draft Resolution is passed when it gains 2/3 of voters in favor. If the Draft Resolution does not pass, a second round of voting will occur where delegations can no longer abstain. If the outcome of the second round is positive, the topic in question will be resolved through a formal Resolution. Delegations are free to celebrate while maintaining a diplomatic posture. If the outcome is negative, delegations will have to repeat the process explained above until a Draft Resolution passes to become a proper Resolution.

If you have any doubts about EMUN 2026's Rules of Procedure (attire, points and motions,

resolutions, etc), feel free to contact any of the members of the Secretariat or your Chairs. EMUN Staff, particularly your Chairs, will gladly help you navigate protocol for you to have a pleasant conference regardless of your previous MUN experience! Remember that these rules are designed to offer you the best experience at EMUN 2026.