



RULES OF PROCEDURE FOR CONVENTIONAL COMMITTEES

1. INTRODUCTION

The Rules of Procedure for Conventional Committees at **TBSMUN 2025** aim to create a structured, diplomatic, and respectful environment for debate. These procedures mirror international diplomacy while allowing for engaging and solution-focused discussions among delegates.

Each committee will deliberate on a **single agenda**, encouraging delegates to represent national policies, collaborate across blocs, and develop comprehensive resolutions.

2. ROLL CALL

At the start of every committee session, the Chairperson will conduct a roll call to register delegates' presence. Delegates should respond with either:

- **“Present”** – Eligible to vote For, Against, or Abstain
- **“Present and Voting”** – Eligible to vote only For or Against

Late arrivals must send a note to the Executive Board to be marked present. Delegates marked absent cannot participate until formally acknowledged by the Chair.

3. LOBBYING

Lobbying begins when a motion for an **unmoderated caucus** is passed early in the committee. This is an essential informal period where delegates:

- Coordinate positions and form negotiating blocs
- Draft working papers and seek support for resolutions

Resolution Submission Criteria:

- A minimum number of **Sponsors** (as decided by the Chair)



- At least **20% of the committee** listed as Signatories
 - Approval by the Executive Board prior to formal introduction
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4. DRAFTING & SUBMITTING RESOLUTIONS

Resolutions are the committee's formal output proposing solutions to the agenda.

Each resolution must include:

- **Heading:** Committee name, topic, main sponsor, co-sponsors
- **Preambulatory Clauses:** Background/context statements beginning with participles like “*Recalling*”, “*Recognizing*”, etc.
- **Operative Clauses:** Numbered actionable steps, each starting with a verb like “*Urges*”, “*Recommends*”, etc. (ending in semicolons, with the last clause ending in a period)

Once reviewed and approved, the main sponsor will present the resolution to the committee for debate.

5. DEBATE STRUCTURE

Debate officially begins when a resolution is introduced. The Chair maintains a **General Speakers’ List (GSL)** and controls the flow of discussion.

a. Recognitions & Speeches:

Delegates raise placards to be recognized for speeches (usually 1–2 minutes).

b. Yields:

After speaking, a delegate may:

- **Yield to another delegate** (only once)
- **Yield to the Chair**
- **Yield to Points of Information (POIs)**

c. Points of Information (POIs):

Questions may be asked through the Chair if the speaker accepts and time permits. Follow-up questions may be allowed at the Chair’s discretion.

Note: GSL speeches should reflect the essence of your position paper to demonstrate original authorship.



6. AMENDMENTS

Amendments allow adjustments to draft resolutions.

Types of Amendments:

- **Primary (First-Degree):** Alters, removes, or adds content to the main draft
- **Secondary (Second-Degree):** Modifies a first-degree amendment

Submission Process:

- Submit in writing to the Executive Board
 - Friendly amendments (agreed upon by all sponsors) are directly accepted
 - Unfriendly amendments require debate and voting
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7. TYPES OF POINTS

Delegates may raise the following procedural points:

1. **Point of Information (to speaker)** – Questions after a speech
2. **Point of Order** – Alleged procedural or factual violations
3. **Parliamentary Inquiry** – Rule clarification requests
4. **Personal Privilege** – Comfort/audibility-related requests

Only audibility-related Points of Personal Privilege may interrupt a speaker.

8. MOTIONS

Motions shift the direction or pace of committee activity.

Common Motions Include:

- Open/Close General Debate
- Extend Speaking/Discussion Time
- Start/End a Moderated or Unmoderated Caucus
- Introduce Working Papers or Draft Resolutions
- Move to Voting Procedure



Motion Procedure:

- Raise when the floor is open
 - Requires a second
 - Chair may ask for objections or directly rule the motion out
 - If sustained, it proceeds to a vote
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9. VOTING PROCEDURE

When the committee enters voting procedure:

- **The room is sealed**—no movement permitted
- Voting is conducted via placards

Voting Options:

- **For** – In support
- **Against** – In opposition
- **Abstain** – Only available to delegates marked “Present”

Vote Count & Results:

- Chair counts and announces the outcome
 - If abstentions surpass votes For/Against, a delegate may motion to “Divide the House”
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10. FUNDING CLAUSE ASSUMPTION

For debate purposes, all proposals are assumed to have **unlimited financial resources**.

Delegates may suggest **broad sources of funding** (e.g., international organizations, NGOs) but should **avoid specifying amounts or detailed budgets**.

11. CLOSING NOTE



The **TBSMUN 2025 Rules of Procedure** are crafted to foster meaningful diplomatic simulations grounded in respect, integrity, and collaboration. Delegates are encouraged to engage constructively, think critically, and contribute actively toward globally viable solutions.