

## MUN OSAKA Procedures

- 1. President takes Roll Call and sets Agenda** (1 か国ずつ出欠確認および議題・トピックの確認)
- 2. Open the speakers list** (スピーチリストの作成)
- 3. Formal debate - countries give speeches** (公式討論)
- 4. A bloc introduces a draft resolution about the agenda topic** (決議案草案の提出)
- 5. Return to formal debate - more country speeches** (公式討論＝スピーチに戻る)
- 6. Motion for informal debate or caucus time to discuss resolution** (非公式討論＝Q&A か BM)
- 7. Return to formal debate - more country speeches** (公式討論＝スピーチに戻る)
- 8. Country introduces amendment (a change to the resolution)** (修正案の提出)
- 9. Repeat motioning for 5~8** (繰り返し)
- 10. Close speakers list (no countries can be added to the list)** (スピーチを締め切る)
- 11. Finish speakers list** (スピーチリストを終わらせる)
- 12. Closure of debate** (討論を終了する)
- 13. Vote on unfriendly amendments** (非友好的修正案の投票を取る)
- 14. Vote on resolution** (決議案の投票を取る— 1 か国ずつ)
- 15. Return to START- Begin again with a different topic**

### Speakers List (speeches during formal debate) スピーカーリスト

The speakers list is the list of countries on the board that wish to make a speech. You can put your country's name on the list two ways. First, you can raise your placard when the president asks. Second, after you give your speech, you can pass a note to the secretary asking them to put your country back on the list. You can also take your country off the list by passing a note to the secretary. During this time, speeches should be about the agenda topic being discussed. If a resolution has been introduced, you should also mention something about the resolution in your speech.

### (Draft) Resolutions 決議案 (草案)

A resolution is a plan of action about the agenda topic that one or many countries have decided to introduce to the United Nations. It is usually about one problem related to the agenda and offers solutions to this problem. When a resolution is introduced, the debate is now about that resolution. Informal debate and caucus time are good times to ask questions and get more information about the resolution. During this time, you can ask the country that introduced the resolution to explain in more details, or you can ask another country their opinion on the resolution.

### Informal Debate (公式討論)

**Informal Debate is the time you can ask questions to other countries while sitting in your chair.**

This is the time to get more information about the introduced resolution. You can also give your opinion during this time or ask other countries about their opinion. You can go into informal debate many times during the meeting. This is when the debate on the resolution takes place. There is always a time limit for informal debate.

### Caucusing (コーカス会議)

**Caucus is the time you can get up and walk around the room to talk with other delegates.** You may speak in English or Japanese. This is a good time to discuss the debate, the resolution, and strategy. There is always a time limit for caucusing.

### Amendments (修正案 友好的／非友好的)

**An amendment is a change (addition, change, deletion) to a part of the resolution.** Different countries write the amendments and then introduce them to the meeting. There are two kinds of amendments:

#### **Friendly amendment:**

**This type of amendment is friendly because the regional bloc that wrote the resolution agrees with the amendment.** No vote on friendly amendments is needed, as the change is automatically made to the resolution.

#### **Unfriendly amendment:**

**This type of amendment is unfriendly because the regional bloc that wrote the resolution disagrees with the amendment.** A vote is required and will occur after the debate has been closed. A majority vote is needed in order to pass.

### Closing the Debate (討論の終了)

After a resolution and amendments have been introduced and you have debated them completely, it is now time to vote on the amendments and resolutions. **Before you vote, you must close the speakers list, finish the speakers list, and close debate.**

### Voting (投票)

Once the debate has been closed it is now time to vote. **First, you will vote on the amendments. Second, you will vote on the resolution** (with the new changes made by the amendments). There are 4 ways to vote: Yes, No, Abstention, Pass (if you PASS, the President will ask you again for your vote later on). Voting on resolutions is always done by a roll call vote. A 2/3 majority vote is needed in order to pass.

## Motions    *What to say...*

**Introducing a draft resolution** (ドラフト レゾリューション[決議案の草案]の紹介)

“I would like to introduce our draft resolution to the floor.”

**Informal debate** (インフォーマル ディベート[非公式討論])

“I would like to move that we go into informal debate for \_\_\_\_\_ minutes.”

**Caucus** (コーカス[コーカス会議])

“I would like to move that we go into caucus for \_\_\_\_\_ minutes.”

**Introducing an amendment** (アmendメント[修正案]の紹介)

“I would like to introduce an amendment to the draft resolution.”

**Suspension of the meeting** (会議の一時中断・・・お昼のため／相談)

“I would like to suspend the meeting for \_\_\_\_\_ minutes for the purpose of lunch.”

**Closure of the speaker's list** (スピーカーズリストの終結)

“I would like to move for the closure of the speaker's list.”

**Closure of debate** (討論の終結)

“I would like to move for the closure of debate.”

**Roll call vote** (点呼による採決)

“I would like to request a roll call vote.”

**Adjournment of the meeting** (会議の休会)

“I would like to move for the adjournment of the meeting.”

**Points of Order**    *What to say... “Point of Order”*

**Procedural mistake** (手続き上のミスの指摘)

“I believe that there has been a procedural mistake.”

**Appeal to the decision of the president** (議長の判断に対して意見があるとき)

“I would like to challenge the position of the president.”

**Points of Information**    *What to say... “Point of Information”...*

**Yielding to questions** (質問に応じることを求める)

“Would you ask the delegate of country if he/she would yield to my question?”

**Confirmation / clarification** (発言の確認／声の大きさや早さについて)

“Would you ask the delegate of country if he/she would / could \_\_\_\_\_?” (speak louder, speak slower, repeat what they just said, etc.)