



# BISMUN IV

## Admin Handbook

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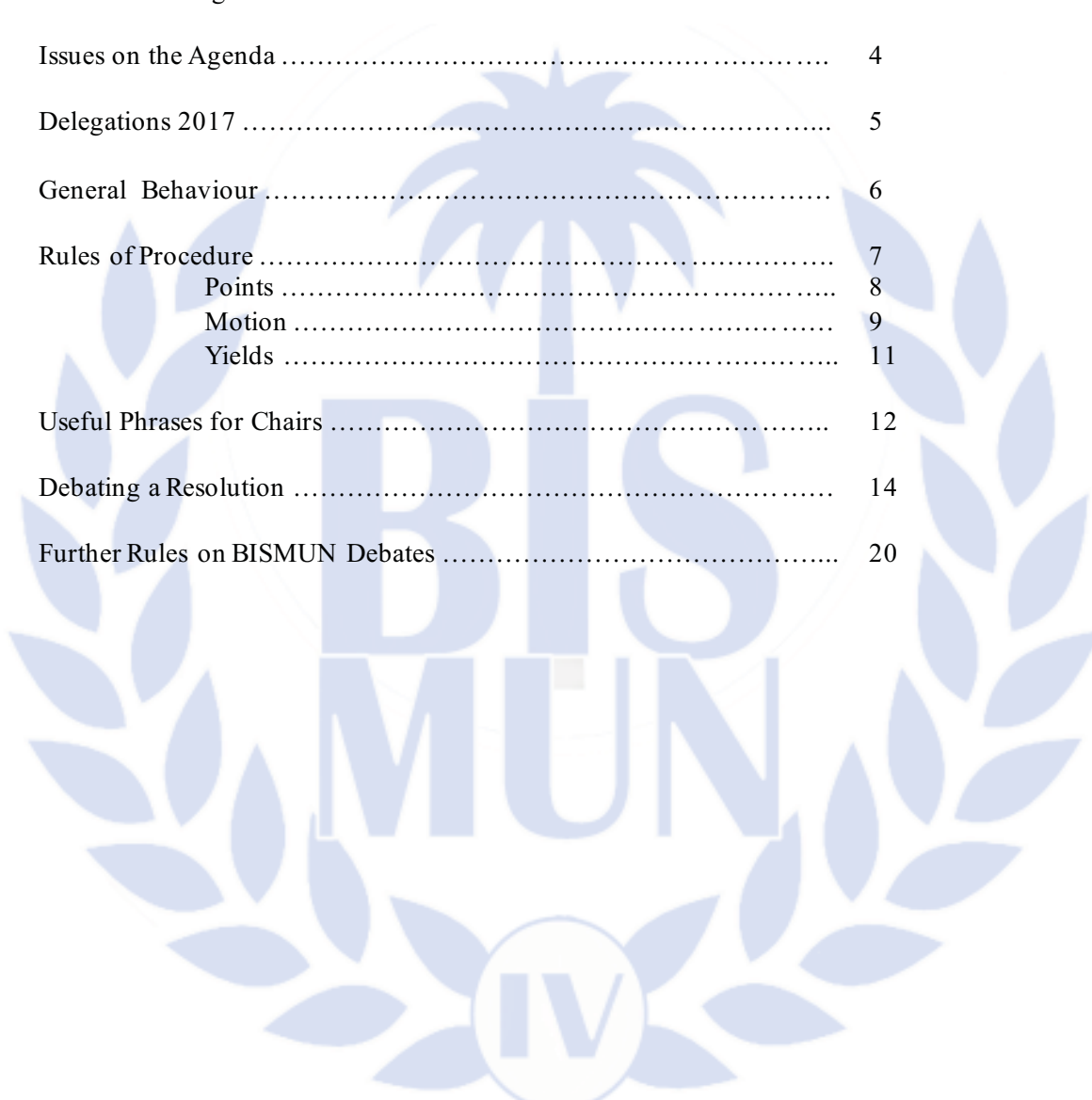


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# Provisional Programme of Events

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## Thursday 9<sup>th</sup> March 2017

3:30 pm to 4:30 pm	Opening Ceremony
5:00 pm to 6:00 pm	Lobbying
6:00 pm to 6:15 pm	Coffee Break
6:15 pm to 7:00 pm	In Conference
7:00 pm	Departure

## Friday 10<sup>th</sup> March 2017

4:00 pm to 5:00 pm	Committees in Session
5:00 pm to 5:30 pm	Coffee Break
5:30 pm to 7:00 pm	Committees in Session
7:00 pm	Departure

## Saturday 11<sup>th</sup> March 2017

9:00 am to 12:00 pm	Committees in Session
12:00 pm to 1:00 pm	Lunch
1:00 pm to 2:30 pm	Committees in Session
3:00 pm to 4:00 pm	Closing Ceremony
4:00 pm	Departure





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# Issues on the Agenda

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## Political Committee

- The issue of Hong Kong
- The question of Kashmir
- Occupation and settler activity in the Palestinian territories

## Human Rights Committee

- Protection of religious freedom in the Middle East
- Addressing the issue of child labor globally
- Management of the human rights of migrants while in transit

## Disarmament Committee

- International arrangements to prevent first-strike nuclear use
- Curbing illegal supply of weapons to terrorist organizations
- Implementing action towards explosive remnants of war and landmines

## Environmental Committee

- Designing and implementing a response to the rapid rise of Dengue Fever cases in South East Asia
- Combating the increase in magnitude of sea pollution
- Developing measures to reduce the impact of globalization and industrialization on the environment

## Special Conference

- The reduction of corruption in the implementation of Strategic Development Goals
- Development of strategies to prevent regional spillover of crisis between neighboring countries





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# Delegations 2017

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Argentine Republic  
Federative Republic of Brazil  
People's Republic of China  
French Republic  
Federal Republic of Germany  
Hellenic Republic  
Republic of India  
Islamic Republic of Iran  
Italian Republic  
Japan  
Republic of Kenya  
Malaysia  
Portuguese Republic  
Russian Federation  
Republic of Singapore  
Republic of South Africa  
Kingdom of Spain  
United Arab Emirates  
United Kingdom  
United States of America





# General Behaviour

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Although the British International School Model United Nations is an educational exercise intended for young people, delegates are simulating the Councils, Commissions and Conferences of the United Nations.

Thus, for the period of the conference, they must be regarded as diplomats and ambassadors for the country they are representing, as well as representatives of their individual schools. This demands a high standard of personal conduct and behavior from all delegates throughout the duration of the conference.





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# Rules of Procedure

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## Points

This allows delegates to suggest that rules have been misused, to ask questions about the rules or the work that the committee is doing, and to ask questions of other delegates who are giving formal speeches (and who have indicated that they will answer questions).

## Motions

This guides the work of the committee. They allow the group to make substantive (subject matter) decisions on which agenda item to discuss, to introduce draft resolutions and amendments and to decide when to hold a final vote, among others. Motions also structure the procedural work of the committee, setting speaking times, opening speaker's lists and moving into moderated and unmediated caucuses, for example.

## Yields

This relates directly to who speaks. It allows delegates to indicate who gets to speak next at the end of their speeches.





# Rules of Procedure

Rule	Debateable	Vote Required?	Interrupt Speaker?	Description
<b>Points</b>				
Point of Order	No	No	Yes	Used to point out a misuse of the rules
Point of Information	No	No	No	To ask a question of the speaker, at the end of their speech
Point of Parliamentary Inquiry	No	No	No	To ask for rules or non-rules related clarification from the presiding officer
Point of Personal Privilege	No	No	Yes	To inform the chair of a physical discomfort he or she is experiencing, such as not being able to hear another delegate's speech







# Rules of Procedure

Rule	Debateable	Vote Required?	Interrupt Speaker?	Description
<b>Motions</b>				
Suspension of the Meeting	No	Majority	No	Suspends the formal rules of procedure to allow either moderated or unmediated caucusing. Also used to suspend debate for breaks in the schedule (i.e. for lunch)
Introduce an Amendment	No	Majority	No	Brings an unfriendly amendment to the floor for discussion. Opens a new speaker's list of those wishing to speak for and against the amendment, alternating between the two
Introduce a Draft Resolution	No	Majority	No	Brings a draft resolution to the floor for discussion





# Rules of Procedure

Rule	Debateable	Vote Required?	Interrupt Speaker?	Description
<b>Motions</b>				
Set the Agenda	1 For 1 Against	Majority	No	Chooses which agenda item will be discussed first (only relevant when there is more than one item on the agenda)
Request for a Roll Call Vote	No	No	No	Only available when voting on a resolution or amendments. If granted by the presiding officer, member states will be called on in alphabetical order to announce their vote





# Rules of Procedure

Rule	Debateable	Vote Required?	Interrupt Speaker?	Description
<b>Yields</b>				
Yield to the Chair	No	No	-	The Chair retakes control of the committee
Yield to another Delegate	No	No	-	Another delegate is allowed to speak until the end of the speaking time (if there are time limits)
Yield to Points of Information	No	No	-	Allows members of the committee to ask questions of the speaker, until speaking time has expired





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# Useful Phrases for Chairs

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When asking the house to be quiet:

- “The house will come to order”
- “Will the house please come to order!”

When starting the debate:

- “The chair calls upon the main submitter to read the operative clauses to the house”
- “The house has heard the motion. Is there a second?”
- “The Chair sets a debate time of 20 minutes open debate - 10 minutes for and 10 minutes against the motion”
- “The delegate of France - the main submitter has the floor”
- “All points are out of order until the delegate has finished speaking”

When recognizing someone to speak:

- “The chair recognizes the delegate of Russia”
- “To what point do you rise?”
- “Please rise and state your point of information (or order)”

When the question is not clearly stated:

- “Please state your point in the form of a question”
- “The speaker appears not to have heard (understood) your question. Will you please repeat (rephrase) your question?”

When asking for further points:

- “Are there any further points on the floor?”
- “Are there any further points of information to this speaker?”

When dealing with a point of order:

- “There’s a point of order on the floor. Please rise and state your point”
- “Your point is (not) well taken”

When asking a speaker to conclude his speech:

- “Will the speaker please make his concluding remarks”





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# Useful Phrases for Chairs

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When concluding debate time:

- “Debate time for (against) the motion (the amendment) has been exhausted (expired)”
- “Debate time has expired”
- “Will the speaker please yield the floor back to the chair or to another delegate?”

When extending debate time:

- “The chair proposes an extension of debate time by 5 minutes for and 5 minutes against the motion”

When concluding debate and moving to the vote:

- “The debate is now closed. We will move into voting procedures. All points are out of order”

When conducting the vote:

- “The motion will now be put to the vote”
- “Will all those in favor of the motion (the amendment) (the resolution) please raise their placard, now?”
- “Will all those opposed to (against) the resolution please raise their placard?”
- “Are there any abstentions?”
- “Will all those abstaining please raise their placard?”

When announcing the result:

- “The motion (amendment) has been carried (passed) by X votes to Y with Z abstentions”
- “The motion (amendment) has failed (been defeated) by Y votes to X with Z abstentions”





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# Debating a Resolution

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## If a Reading Time is to be Set

**Chair:** The house will now come to order. The Chair sets a reading time of \_\_\_ minutes for this resolution.  
(Optional: Please use this time wisely to look over the resolution, highlight areas of concern, and start writing amendments or points of information for this resolution to be sent to quiet delegates)

## Starting Debate

**Chair:** The Chair now sets an open debate time of \_\_\_ minutes on this resolution. Delegate, you now have the floor.

**Delegate:** (delivers opening speech)

**Chair:** Thank you Delegate. Is the Delegate open to any points of information?

**Delegate:** (states any number)

**Chair:** The Delegate of \_\_\_ has opened himself/herself to \_\_\_ Points of Information. Are there any in the house at this time? The Delegates of \_\_\_, \_\_\_, and \_\_\_ you have been recognized in that order. (It is recommended for Chairs to only call on 3-5 delegates for the first speaker and 2-3 for any subsequent speakers.)

**Delegates:** (state their Points of Information)

**Chair:** Thank you. Would the Delegate please yield the floor back to the Chair or to another Delegate?

## If the Delegate Yields the Floor Back to the Chair

**Chair:** That is in order. The floor is now open. Are there any Delegates that wish to speak on this resolution as a whole? The Delegate of \_\_\_, you have been recognized. You now have the floor.





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# Debating a Resolution

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## If the Delegate Yields the Floor to Another Delegate

**Chair:** Does the Delegate accept the yield? That is in order. The Delegate of \_\_\_\_\_, you have been recognized. You now have the floor.

## Entertaining Amendments

### Moving an Amendment

**Chair:** The floor is open; are there any Delegates wishing to take the floor?

**Delegate:** The Delegate has submitted an amendment to the first/second degree.

**Chair:** That is in order. The amendment to the first/second degree reads \_\_\_\_\_. The Chair sets a 12 closed debate time of \_\_\_ minutes for and \_\_\_ minutes against this amendment to the first/second degree. Delegate, you now have the floor.

### When Time For an Amendment has Elapsed

**Chair:** Time for this amendment to the first/second degree has now elapsed. We will now move directly into time against this amendment to the first/second degree. Are there any Delegates that wish to speak against this amendment to the first/second degree?

### When Time Against an Amendment has Elapsed

**Chair:** Time against this amendment to the first/second degree has now elapsed. We will move directly into voting procedures for this amendment to the first/second degree. Would the admins please suspend note passing. Delegates may vote for





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# Debating a Resolution

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or against or abstaining. With \_\_\_ votes for and \_\_\_ against and \_\_\_ abstaining, this amendment passes/fails.

## When Voting on a Resolution

**Chair:** Seeing as debate time on this resolution has elapsed, we will now move directly into voting procedures on this resolution as a whole. Would admins please suspend note passing. Delegates may vote for or against or abstain. All Delegates wishing to vote for this resolution please raise your placards now (count votes). All Delegates that wish to vote against this resolution please raise your placards now (count votes). Delegates wishing to abstain on this resolution please raise your placards now (count votes). With \_\_\_ votes for, \_\_\_ votes against, and \_\_\_ abstentions, this resolution passes/fails.

## If it Passes

**Chair:** Clapping is in order.

## If it Fails

**Chair:** Clapping is not in order.

## Entertaining Points of Order / Personal Privilege / Information to the Chair

**Chair:** There has been a point of order / personal privilege / information to the Chair.

## Point of Order, If the Delegate is Wrong

**Chair:** Thank you for your point. That is not in order.







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# Debating a Resolution

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## Point of Order, If the Chair is Wrong

**Chair:** Thank you for your point. The Chair stands corrected.

## Point of Personal Privilege Referring to Audibility

**Chair:** That is in order. Would the speaker please speak louder?

## Point of Personal Privilege Referring to Anything Else

**Chair:** That is in order. (Ask Co-Chair or Admins to assist)

## Point of Information to the Chair

**Chair:** Thank you for your point. (Answer the question to the best of your ability)

## Entertaining a Motion

**Chair:** There has been a motion to \_\_\_\_\_. Are there any seconds? Are there any objections? The motion will be entertained/not entertained.

## Entertaining a Motion to Move the Previous Question

**Chair:** There has been a motion to move the previous question. Are there any seconds? Are there any objections?

## If it is to be Entertained

**Chair:** That will be entertained. We will now move directly into time against/voting procedures on this amendment/resolution.





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# Debating a Resolution

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## If it is Not to be Entertained

**Chair:** That will not be entertained, because \_\_\_\_ (clearly explain why)

## Entertaining Points of Information

### If the Delegate Opens Himself / Herself to a Number of Points of Information

**Chair:** The Delegate has opened himself to \_\_\_\_ Points of Information. Are there any Points of Information in the house at this time?

### If There are Time Constraints

**Chair:** The Delegate has opened himself to any and all \_\_\_\_ points of information, but due to time constraints the Chair will entertain \_\_\_\_\_. Are there any Points of Information in the house at this time?

### If Delegates Do Not Open Themselves to Point of Information

**Chair:** The Delegate has not opened himself/herself to any points of information. As such, would the Delegate please yield the floor to the Chair or to another Delegate?

### If There are No Points of Information in the House

**Chair:** Seeing as there are none, would the Delegate please yield the floor back to the Chair or to another Delegate?





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# Debating a Resolution

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## Miscellaneous

- Chair:** The Chair would like to remind the house that Delegates are required to speak in third person. Therefore, the use of personal pronouns such as “you” and “I” are not permitted.
- Chair:** Would the Delegate please state his/her Point of Information in the form of a question?
- Chair:** Would the Delegate please ask only one Point of Information?
- Chair:** Would the Delegate please repeat/rephrase his/her Point of Information?
- Chair:** There is to be no direct dialogue between delegates.
- Chair:** Due to time constraints/in the interest of debate, would the Delegate please yield the floor back to the Chair?





# Further Rules on BISMUN Debates

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Chairs have the authority to ask admin staff to escort delegates out of the debate room, provided that the delegate repeatedly exhibits forms of misconduct or undiplomatic practice (such as the use of inappropriate language or neglecting the Chair's authority).

