

# **RULES OF PROCEDURE FOR THE ECONOMICAL AND SOCIAL COUNCIL**

## **I. GENERAL PROVISIONS**

### **RULE 1 – USE OF TERMS**

- (a) “Representative” or “Delegate” shall mean a Member of the Committee;
- (b) “Conference” shall mean the ensemble of sessions conducted during the Model UN;
- (c) “Session” shall mean the present session of the ECOSOC convened in accordance with the present Rules as an ensemble of meetings;
- (d) “Secretary-General” shall mean the Secretary-General of the Model United Nations;
- (e) “Secretariat” shall mean the team organising the Conference;
- (f) “Rules” shall mean the Rules of Procedure for the session of the Committee.

### **RULE 2 – RULES OF PROCEDURE**

1. The Rules of Procedure (hereafter referred to as “Rules”) are not subject to change and shall be considered as adopted prior to the beginning of the Conference.

### **RULE 3 – LANGUAGES**

1. English shall be the official working language of the Committee sessions;
2. Speeches, statements, motions and points shall be made solely in English, while no other language shall be allowed during the sessions.

### **RULE 4 – SETTING OF THE AGENDA**

1. The agenda shall be set by the Secretariat prior to the beginning of the Conference and cannot be reconsidered.

### **RULE 5 – DELEGATE**

1. Each Member State to the Committee shall be represented by one Delegate, hereafter referred to as Representative or Delegate.
2. The Delegates shall have speaking and voting rights on all matters under discussion of the Committee.

### **RULE 6 – SECRETARY-GENERAL**

1. The Secretary-General shall have the rights described hereafter in the sessions of the Committee. The Secretary-General may nominate a deputy to act in his place.
2. The Secretary-General may at any time make oral and written statements concerning any matter under consideration of the Committee.
3. The Secretary-General shall, in his interpretation, take into consideration equality of treatment and the good functioning of the Conference. The Secretary-General is entitled to adopt measures not stated herein, if he considers it necessary.
4. In case of conflict between the interpretations of the present Rules, the interpretation of the Secretary-General shall prevail.

### **RULE 7 – DIPLOMATIC COURTESY**

1. Representatives must accord diplomatic courtesy to all other Representatives and Secretariat members at all times;
2. Representatives who persist in obvious attempts to disrupt the session shall be subject to expulsion by the Chair.

3. The Secretariat shall reserve the right to expel any Representative or delegation from the Conference.
4. Decisions of the Chair on diplomatic courtesy are not appealable.

## **II. Chairs**

### **RULE 8 – Chairs**

1. A Chair, an Expert and Secretaries shall be appointed by the Secretariat prior to the session of the Committee.
2. The Chair shall preside over the Committee sessions. The Chair shall declare the opening and closing of each plenary meeting of the session, direct the discussion in plenary meetings, accord the right to speak, put question to the vote and announce decisions. The Chair shall act in an equitable and objective manner, observe the Committee Rules and shall have complete control of the proceedings in the Committee and of the maintenance of order during the meetings. He or she shall furthermore rule on points of order. The Chair may, in the course of the discussion of an item, propose to the Committee a limitation of the time to be allowed to speakers, a limitation of the number of times each representative may speak or ask questions, as well as closure of debate.
3. The Chair shall have the right to rule out of order points and motions put forward by Representatives, unless otherwise provided in the ECOSOC Rules.
4. The Chair may advise the Delegates and Representatives on procedural matters upon request or at his own discretion, in order to enable the good functioning of the Committee.
5. The Chair has the right to suspend the Committee meeting for a limited time, which must be indicated beforehand. This right is not subject to appeal.
6. In case of conflict, the Chair's interpretation of the present Rules shall prevail, unless stated otherwise in the present Rules.

### **RULE 9 – EXPERT**

1. The Expert shall serve as the officer for substantive matters and shall advise Delegates on those matters.
2. The Expert shall prepare a report on the agenda item under discussion, in order to ensure general understanding of the agenda.
3. The Expert shall be accorded the right to speak upon request, either by the Chair or by Delegates.
4. The right to speak, in such a manner, shall be used to correct misinterpretations of substantive matters referring to the agenda.
5. The Expert shall respond to questions pointed at him or her by Delegates in accordance with the present Rules.

### **RULE 10 – SECRETARIES**

1. Secretaries shall be the officers for organizational matters.
2. In compliance with the present Rules, Secretaries shall:
  - a. Assist the Chair, the Expert, the Secretary-General and the Representatives;
  - b. Receive, correct, classify and circulate documents;
  - c. Have custody of the documents in the archives;
  - d. Generally perform all other work that may be required for the good functioning of the conference.

## **III. CONDUCT OF BUSINESS**

### **RULE 11 – QUORUM AND MAJORITY**

1. A quorum shall be one-third of the member delegations in attendance at the

Committee sessions. The Majority, unless otherwise provided for in the Rules, shall be a simple majority of Delegates voting.

2. A quorum must be present at all times during Committee sessions.
3. Questions concerning quorum or majority should be directed to the Chair.
4. It is the responsibility of the Chair to ensure that a quorum is present at all times.

### **RULE 12 – CONDUCT OF THE MEETING**

1. The Chair may declare a meeting of the Committee open and permit the debate to proceed when at least one-third of the Member States participating in the session are present.
2. No substantive matter shall be put to vote or decided upon unless at least half of the Delegations to the Committee are present.
3. Before declaring a meeting open, in order to establish presence, the Chair shall proceed to a roll-call in the course of which they call upon Delegations in the English alphabetical order. Delegates stating ‘present and voting’ must not abstain from voting on substantive matters.

### **RULE 13 – GENERAL DEBATE**

1. At the beginning of the session of the Committee a General Debate on the agenda shall be held. During the course of this Debate, each Delegate shall have the right to address the Committee with a position statement.
2. General procedural motions shall set time limit and maximum number of questions for the Debate.

### **RULE 14 – SPEECHES**

1. No Representative may address the Committee without having previously obtained the permission of the Chair.
2. Any speech may be limited in time, based on the decision of the Committee (see Rule 15).
3. If a Delegate addresses the Committee without permission, exceeds the allowed time for his speech, makes irrelevant or offensive statements, or violates the Rule in any other way, the Chair shall call him or her to order.
4. No dialogue shall be permitted between the Representatives in the course of debate or speech.
5. Other Delegates may ask the speaker questions as soon as he or she completes his or her speech. The maximum number and the time for questions may be limited by the Committee (see Rule 15). The time for questions shall not be considered the Delegate’s speaking time. The speaker may declare himself closed to questions and yield his remaining time either to the Chair or another Delegate.

### **RULE 15 – CONDUCT OF SPEECHES**

1. The Committee shall decide the time limit for each speaker or debate, as well as the total number of speeches on the matter at hand and the number of questions to be asked to a speaker.
2. Such decisions are made following a procedural motion from one of the Representatives or the Chair.
3. In case the motion is seconded by any other Representative and no objections are raised, such decision shall be considered adopted by consensus.
4. In case objections are raised, a debate on the motion is conducted. Before any decision is adopted, two Delegates to the Committee shall have the right to speak in favour of the motion and two against it. A decision on the conduct of speeches shall be adopted by a simple majority of votes.
5. In case the debate is confined in time and a Delegate exceeds his or her time limit, the Chair shall call him or her to order.

## **RULE 16 – GENERAL SPEAKERS’ LIST**

1. The General Speakers’ List shall be the initial form of conduct for any meeting of the ECOSOC.
2. If not decided upon differently, formal debate rules apply. The Chair shall keep a Speakers’ List, which determines the order of speeches.
3. A Delegate may request to have the name of his or her delegation added to the Speakers’ List by raising his or her placard.
4. If circumstances do not allow to clearly determine which Representative has raised his or her placard first, the Chair shall decide the order of the Speakers’ List by taking into account considerations of equity and the good functioning of the Committee.
5. A Delegate whose delegation’s name is already set forth on the Speakers’ List shall not be added again until he or she completes his or her speech.

## **RULE 17 – RIGHT OF REPLY**

1. A Representative whose personal dignity or national integrity has been impugned by another Member of the Committee may, at the end of the latter’s speech, request the Right of Reply. The Chair shall decide immediately on the request. The decision of the latter is not subject to appeal. If the Right of Reply is granted, the wronged Representative may immediately speak during one (1) minute.
2. A Right of Reply to a Right of Reply is not in order.

## **§1. POINTS OF PROCEDURE IN ORDER OF PRIORITY**

### **RULE 18 – POINT OF PERSONAL PRIVILEGE**

1. A Delegate may at any time introduce a Point of Personal Privilege in order to remove a personal discomfort, which impairs his or her ability to participate in the proceedings. The Delegate shall rise when called by the Chair and explain the grievance.
2. The Chair may rule out a Point of Personal Privilege, this ruling not being subject to appeal.

### **RULE 19 – POINT OF ORDER**

1. A Representative may at any time, except during the execution of another Point of Order introduce a Point of Order to complain about improper parliamentary procedure. The Representative shall rise when called by the Chair and explain the grievance.
2. The Chair may rule out a Point of Order, this ruling not being subject to appeal.
3. A Delegate may not, in raising a Point of Order, speak on the substance matter under discussion.

### **RULE 20 – POINT OF PARLIAMENTARY INQUIRY**

1. A Representative may, at any time when the floor is open, but not during speeches, introduce a Point of Parliamentary Inquiry in order to clarify a technical point regarding the Conduct of Business of the Committee. The Representative shall rise when called by the Chair and make his or her point.
2. The Chair shall respond to the concern raised and attempt to clarify the matter.

### **RULE 21 – QUESTION TO THE EXPERT**

1. A Delegate may at any time, when the floor is open but not during speeches, introduce a Question to the Expert in order to clarify a substantial point regarding the matter under discussion of the Committee. The Representative shall rise when called by the Chair and make his or her point.
2. The Expert shall have the right to rule such a point out of order as irrelevant and refuse to respond to it.

## **§2. PROCEDURAL MOTIONS**

## **RULE 22 – GENERAL PROVISIONS ON MOTIONS**

1. A motion is an initiative moved orally by one of the Representatives to the Committee. A motion proposes a temporary change in the conduct of meetings in compliance with the present Rules.
2. A motion may be withdrawn by its proposer at any time before voting on it has begun, provided the motion has not been amended.
3. The Chair may rule out of order any motions as dilatory, in case it repeats or closely approximates a recent, previous motion on which the Committee has already rendered an opinion. This ruling is not subject to appeal.
4. Motions shall be put under consideration of the Committee according to the priority stated in the present Rules.
5. Whenever a motion passes and is entertained by the Committee, the other motions introduced prior to it are considered as failed and need to be reintroduced once the floor is open in order to be subject to the Committee's consideration.

## **RULE 23 – MOTION FOR UNMODERATED CAUCUS**

1. Unmoderated Caucus interrupts a formal debate for a given time, specified by the Delegate introducing it or the Chair. It is used for informal debates and negotiations.
2. A Representative may at any time, when the floor is open but not during speeches, introduce a Motion for Unmoderated Caucus. The Representative shall rise when called by the Chair to explain the purpose of the motion and propose a time.
3. The time for Unmoderated Caucus shall not exceed fifteen (15) minutes.
4. The Motion for Unmoderated Caucus requires the support of a second Representative, is non-debatable and shall be put to vote immediately. A majority of Representatives present and voting is required for the Motion to pass.
5. The Chair may rule a Motion for Unmoderated Caucus out of order, this ruling not being subject to appeal.

## **RULE 24 – MOTION FOR MODERATED CAUCUS**

1. Moderated Caucus interrupts a formal debate for a time specified by a Delegate or the Chair. No Speakers' List shall be kept. A Delegate may signal his or her desire to speak by raising his or her placard. The Chair designates the speakers taking into consideration equity and the good functioning of the ECOSOC. The Chair shall have the right to limit the speaking time, the latter points not being subject to appeal.
2. A Representative may at any time, when the floor is open but not during speeches, introduce a Motion for Moderated Caucus. The Representative shall rise when called by the Chair to explain the purpose of the motion and propose a time for the Caucus.
3. The Motion for Moderated Caucus requires the support of a second Representative, is non-debatable and shall be put to vote immediately. A majority of Representatives present and voting is required for the Motion to pass.
4. The Chair may rule a Motion for Moderated Caucus out of order, this ruling not being subject to appeal.

## **ROLE 25 – MOTION TO APPEAL THE RULING OF THE CHAIR**

1. Rulings of the Chair are appealable unless specified other wise in the Rules of Procedure.
2. Appealing the ruling of the Chair shall be conducting a vote of confidence in an attempt to reverse a decision made by the Chair.
3. A Delegate that finds the ruling of the Chair unjust may introduce a Motion to Appeal the Ruling of the Chair immediately following the ruling in question.

4. The Motion to Appeal the ruling of the Chair requires the support of a second Representative and is debatable. A majority of Representatives present and voting is required for the Motion to Appeal the Ruling of the Chair to pass.
5. In case the motion is passed, the Delegates cast a vote to indicate whether they support the ruling in question or object to it.
6. The ruling shall not be reversed unless objections outweigh. A tie shall be interpreted in favour of the Chair.

#### **RULE 26 – MOTION FOR DIVISION OF THE QUESTION**

1. A Motion for Division of the Question, proposing that clauses of an amendment or a draft resolution be voted on separately, is in order at any time prior to entering into voting procedure on it.
2. The Motion for Division of the Question requires the support of a second Representative and is debatable. A majority of Representatives present and voting is required for the motion to pass.

#### **RULE 27 – MOTION FOR CLOSURE OF DEBATE**

1. Closure of debate immediately terminates all discussions on a particular item and implies voting on the matter in question.
2. A Delegate may at any time, when the floor is open but not during speeches, introduce a Motion for Closure of Debate. The motion requires the support of a second Delegate.
3. The Chair may rule out a motion for Closure of Debate, this decision being subject to appeal through the motion to Appeal the Ruling of the Chair.
4. The Motion for Closure of Debate is debatable, Rules governing Moderated Caucus apply. The debate on the Motion for Closure of Debate shall not exceed five (5) minutes. Two thirds of Representatives present and voting are required for the Motion for Closure of Debate to pass.

#### **RULE 28 – MOTION FOR ADJOURNMENT OF THE SESSION**

1. The Motion for Adjournment of the Sessions means that all business of the Committee has been completed and that the Committee will not reconvene until the next annual session.
2. A Delegate may at any time, when the floor is open but not during speeches, introduce a Motion for Adjournment of the Session. The Delegate shall rise when called by the Chair to explain the purpose of the motion.
3. The Motion for Adjournment of the Session requires the support of a second Representative, is non-debatable and shall be put to vote immediately. A majority of Representatives present and voting is required for the motion to pass.
4. The Chair may rule the Motion for Adjournment of the Session out of order, this ruling not being subject to appeal.

#### **RULE 29 – MOTION TO SUSPEND THE MEETING**

1. The Motion to Suspend the Meeting recesses it for the time specified in the motion.
2. A Delegate or the Chair may at any time, when the floor is open but not during speeches, introduce a Motion to Suspend the Meeting. The Delegate shall rise when called by the Chair to explain the purpose of the motion.
3. The Motion to Suspend the Meeting requires the support of a second Representative, in non-debatable and shall be put to vote immediately. A majority of Representatives present and voting is required for the motion to pass.
4. The Chair may rule the Motion to Suspend the Meeting out of order, this ruling not being subject to appeal.

#### **RULE 30 – PRECEDENCE OF POINTS AND MOTIONS**

*Points and Motions will be considered in the following order of preference:*

1. Points in order at any time, including during speeches and voting procedures:
  - a. Point of Personal Privilege (Rule 18)
2. Point in order when the floor is open:
  - a. Point of Order (Rule 19)
  - b. Point of Parliamentary Inquiry (Rule 20)
  - c. Question to the Expert (Rule 21)
3. Non-debatable motions in order when the floor is open:
  - a. Motion for Adjournment of the Sessions (Rule 28)
  - b. Motion to Suspend the Meeting (Rule 29)
  - c. Motion for Unmoderated Caucus (Rule 23)
  - d. Motion for Moderated Caucus (Rule 24)
  - e. Motion to Change the Speaking Time (Rule 14 clause 2)
4. Debatable motion in order when the floor is open:
  - a. Motion to Appeal the Ruling of the Chair (Rule 25)
  - b. Motion for Closure of Debate (Rule 27)
  - c. Motion for Division of the Question (Rule 26)

## **IV. RESOLUTIONS**

### **RULE 31 – WORKING PAPERS**

1. Upon finishing General Debate the Chair launches the time period for submitting working papers. This period may be limited or extended in accordance with the present Rules.
2. The document is approved if it has the required number of Sponsors or Signatories and if it passes the Expert's evaluation. An approved document is referred to as a Working Paper and may be introduced to the Committee.
3. Sponsors are recognised as the writers of the Working Paper.
4. Signatories are recognised as the supporters of the Working Paper and do not have further obligations. A Delegate may not at the same time be Signatory to an unlimited number of Working Papers at the same time.
5. Delegates may add their name to the list of signatories at any time during the debate. This request should be submitted in written form to the Chair for approval.
6. More than one Working Paper may be on the floor at any time.

### **RULE 32 – APPROVAL OF THE WORKING PAPER BY THE CHAIRS**

1. A minimum of five (5) Sponsors are required for the Working Paper to be discussed in the Committee.
2. One fifth of the Delegates present must be either Sponsors or Signatories of the Working Paper for it to be introduced to the Committee.
3. The Expert's evaluation is conducted to test the document's conformity with the general working paper execution style its compliance with norms of international law and previous resolutions.

### **RULE 33 – INTRODUCING WORKING PAPERS**

1. If a Working Paper has been approved by the Chairs, the Secretariat assigns it a number and distributes it to all the Representatives. A Sponsor of the Working Paper may introduce it when he or she has the floor. Subsequently, the Sponsor will answer questions of clarification regarding the Draft Resolution. Substantive statements regarding the Draft Resolution are not in order at this stage. The Question & Answer session shall not exceed ten (10) minutes.

### **RULE 34 – WITHDRAWAL OF WORKING PAPERS**

1. A Working Paper may be withdrawn by its Sponsors at any time before voting on it has commenced. This request should be submitted in written form to the Chair.

## **RULE 35 – DRAFT RESOLUTIONS**

1. Adoption of the Working Paper requires simple majority of Delegates present. The Working Papers are put to vote in succession they have been submitted and approved by the Chair. The ECOSOC may decide, based on the initiative of the Chair, whether to vote on the next Working Paper or not. This ruling is appealable under Motion to Appeal the Ruling of the Chair.
2. From the moment of adoption, the accepted Working Paper is referred to as Draft Resolution.

## **V. AMENDMENTS**

### **RULE 36 – AMENDMENTS**

1. An Amendment is a motion that adds to, deletes from or revises any part of a Draft Resolution. Amendments drawn by Delegates shall be handed in for the Expert's evaluation in writing and shall be further passed on to the Chair. Each amendment must clearly indicate which part of the Draft Resolution it opts to change.
2. Grammatical, spelling and formatting errors in Draft Resolutions will be corrected without a vote. The final decision on corrections is at the discretion of the Chair.
3. Multiple Amendments submitted by a single Representative shall be considered.
4. Substantive Amendments may be considered 'friendly' if approved by all the Sponsors of the Draft Resolution. Friendly Amendments are immediately incorporated into the Draft Resolution without a vote being cast.
5. Substantive Amendments to a Draft Resolution, which are not approved by all the Sponsors of the Draft Resolution, are considered 'unfriendly'. Unfriendly Amendments require five (5) sponsors and need to be submitted in writing to the Chair for approval. A majority of Delegates is required to incorporate an Unfriendly Amendment into the Draft Resolution.

### **RULE 37 – AMENDMENTS TO AMENDMENTS**

1. An Amendment to an amendment is a motion that adds to, deletes from or revises any part of an Amendment.
2. An Amendment to an Amendment can be introduced orally during the course of discussing the initial Amendment.
3. The proposing party should clearly explain its point. Debate on Amendments to Amendments is conducted separately.
4. Introducing an Amendment to an Amendment after voting on the initial Amendment is not in order.

### **RULE 38 – WITHDRAWAL OF UNFRIENDLY AMENDMENTS**

1. An unfriendly Amendment may be withdrawn by its Sponsors at any time before voting on it has commenced. This requires should be submitted to the Chair.

## **VI. VOTING**

### **RULE 39 – VOTING PROCEDURE**

1. In the case of exhaustion of the Speakers' List or when a Motion for Closure of Debate passes, Resolutions, Unfriendly Amendments and Draft Agendas on the floor will automatically be put to a vote. If no Resolution is on the floor the ECOSOC shall move to the next Agenda item.
2. Each Representative shall have one vote, which may be "Yes", "No" or "Abstain". On procedural matters, Representatives must not abstain from voting. Representatives recognised prior to the opening of the meeting as 'present and

voting' must not abstain from voting on substantive matters.

3. During voting procedure, Delegates strictly refrain from communicating with each other. The voting procedure must not be interrupted except to raise a Point of Personal Privilege.

#### **RULE 40 – REQUIRED MAJORITY**

1. A procedural or substantive matter requiring a simple majority shall be passed by a majority of Representatives present and voting. If a vote is equally divided, the matter put to vote shall be regarded as rejected.
2. A procedural or substantive matter requiring a qualified majority shall be passed by two thirds (2/3) of Delegates present and voting. If a vote is divided in exactly two thirds and one third of Delegates present and voting, the matter put upon vote shall be regarded as accepted.
3. Decisions regarding the adoption of Amendments and Resolutions shall be made by a simple majority of Representatives present and voting.
4. For the purpose of the Rules, 'Representatives or Delegates present and voting' are those members of the Committee casting an affirmative or negative vote. Those, which abstain from voting, are considered as not voting.

#### **RULE 41 – MODES OF VOTING**

1. If not decided upon differently, Delegates vote by raising their placards.
2. For substantive matters, a Representative may request a roll-call vote. This request is automatically accepted unless ruled out by the Chair, this decision not being subject to appeal.
3. A roll-call vote takes place according to the English alphabetical order of the names of the States present in the Committee, beginning with the State whose name is drawn by lot by the Chair. The name of each State shall subsequently be called by the Chair. The Delegates shall reply "Yes", "No" or "Abstain".
4. In roll-call vote, a State may pass once, but then must vote in the affirmative or negative.
5. Upon completion of voting, a Delegate may request the right to explain his or her vote provided the substantive nature of the matter. The Chair may rule this request out of order, the decision not being subject to appeal. The speaking time shall not exceed one (1) minute.

#### **RULE 42 – VOTING ON AMENDMENTS**

1. When an Amendment is moved to a Draft Resolution, the Amendment shall be voted on first.
2. If two or more Amendments to a Draft Resolution are proposed, the Chair shall determine the order in which they are voted upon. However, where the adoption of an Amendment necessarily implies the adoption of another Amendment proposed by the same delegate, both shall be put to the vote as one. Voting shall be completed when the list of Amendments is exhausted. The Committee will consider a Draft Resolution including all Amendments adopted by the Committee.
3. Prior to the vote on an Amendment, the Chair shall consider a number of speakers in favour and against each Amendment. The Chair shall, at his or her discretion, set the time limit and the number of speakers.