

Model IJC Rules of Procedure 2009



1. GENERAL CONSIDERATIONS

The following rules apply to the Model International Joint Commission Conference (herein referred to as Model IJC). Please note that rules of procedures could change based on the discretion of the director in order to facilitate debate and discussion. In case of conflict of interpretation, the Committee Director is the final authority for determining the applicability of the rules of procedure.

1.1 Interpretation

In case of conflict of interpretation between the English and French versions of the rules, the English version will have precedence.

1.2 Language

English is the official language of Model IJC. Although English is the official language, delegates wishing to express themselves in French will be available wherever simultaneous interpretation is available.

1.3 Diplomatic Courtesy

During committee session, delegates are expected to exercise diplomatic courtesy when addressing members of the committee and the Director.

2. MODEL IJC STAFF

All working sessions at the Model IJC will have a Director and an Assistant Director. Directors are UNA-Canada volunteers and are carefully chosen by UNA-Canada programme staff. Support staff has been selected base on a nomination process and via a network of already existing UNA-Canada volunteers. Directors directly report to the Chargé d’Affairs.

2.1 Competence of the Director

The competence of the Director may not be questioned by delegates. However, formal complaints can be made to the Chargé d’Affairs.

2.2 Responsibilities of the Director

The Director is responsible of all procedural matters pertaining to the working sessions including but not limited to, taking attendance, moderating debate, determining the applicability of rules and proposing the adoption of new rules without the approval from the committee, if necessary. In addition, the director will be responsible for ensuring the relevancy of the content and format of resolutions, action plans, recommendations or solutions.

2.3 Assistant Director

The Assistant Director shall be responsible for ensuring the relevancy of the content of debate as well as assisting the Director with all committee proceeding matters. In addition, he/she will be responsible for completing a summary of their Model IJC session at the conclusion of the conference.

3. PARLIAMENTARY PROCEDURE

3.1 Quorum

Working sessions shall start when at least one quarter of the delegates are present. If quorum is not met thirty minutes after the scheduled start time of the committee session, the committee shall be dismissed until the next scheduled time, unless otherwise instructed by the Director.

3.2 Roll Call

Attendance shall be conducted by the Director by a Roll Call at the beginning of every working session. Delegates shall establish their presence in the working sessions by declaring <<Present>>. Those that are tardy will be required to send a note to the Director.

4. SPEAKER'S LIST

A Speaker's list is opened following a Motion (see Motions) from a delegate and the subsequent approval of the Chair. The opening of the speaker's list does not require a vote. A delegate may add his/her name to the Speaker's List by raising their placard or sending a note to the Director.

5. DEBATE

5.1 Formal Debate

A working session shall be default in Formal Debate unless otherwise advised by the Director. Unless otherwise directed, all debate should refer to the speaker's list for the speaking order.

5.2 Informal Debate

During the course of debate, a delegate may move to caucus. When making such a motion, the delegate must specify a type and purpose, and in the case of a moderated caucus, a time limit, and speaking time for the caucus. There are two types of caucuses. They are as follows:

5.3 Moderated Caucus

Delegates remain in their seats and are recognized at the Director's discretion to speak for the specified amount of time. During a moderated caucus, the Director shall call to order delegates who are making speeches not germane to the designated topic. Only points of personal privilege and points of order are in order during a moderated caucus

5.4 Unmoderated Caucus

The Dais is not involved. Delegates may leave their seats, leave the room, etc. to speak to each other in a less formal setting or to write resolutions/recommendations/press releases. No points or motions shall be in order during unmoderated caucus.

5.5 Recognition

A delegate may only address the working session if he/she has been called on by the Director.

5.6 Interruptions

A Speaker may not be interrupted by another Delegate unless the Delegate has risen to a Point of Personal Privilege or Point of Order.

6. POINTS

6.1 Point of Personal Privilege

A Delegate may rise to a Point of Personal Privilege if a matter impairs him/her from participating fully in working session activities. The Director shall try to effectively address the source of impairment (Eg. Speaker is speaking too soft and cannot be heard). This point may interrupt a speaker.

6.2 Point of Order

A Delegate may rise to a Point of Order if a rule of procedure is not properly observed by a Delegate or by the Director. The Director will rule on the validity of the point. A Point of Order ruled dilatory by the Chair may not be appealed. This point may interrupt a Speaker.

6.3 Point of Parliamentary Inquiry

A Delegate may rise to a Point of Parliamentary Inquiry to request an explanation from the Director on rules of procedure. This point may not interrupt a Speaker and is out of order during a Moderated Caucus.

6.4 Right of Reply

A Delegate who feels that his/her position has been compromised or insulated by another delegate may rise to a Right of Reply. Disagreement with the content of a Delegate's speech is not grounds for a Right of Reply. The Director will recognize the Right of Reply at his/her discretion. Should the Director rule the Right of Reply out of order, his/her decision cannot be appealed.

7. MOTIONS

7.1 Motion to Open the Speaker's List

A Delegate may motion to open the speaker's list at the beginning of session. This speaker's list will remain open till a motion to close debate. The speaker's list will keep track of the next speaker to be addressed by the Director. (Eg. "Motion to open the speaker's list")

7.2 Motion for Adjournment

A Delegate may motion for the Adjournment of the meeting to suspend all working session activities until the next scheduled time. The Director will put this to vote. (Eg. "Motion for Adjourn till next working session.")

7.3 Motion to Close Debate

A Delegate may Motion to Close Debate in order to end debate and suspend session indefinitely. Director will put this to a vote. (Eg. "Motion to close debate").