



SRMUN XVIII
November 15-17, 2007
Atlanta, Georgia

General Assembly Rules of Procedure

Introduction

1. These rules shall be considered adopted by the Assembly prior to its first meeting.
2. Interpretation of the rules shall be reserved exclusively to the Director-General, Deputy Director-General and his or her designate.

I. Sessions

Dates of Convening and Adjournment

Rule 1

The General Assembly shall meet every year in regular session commencing and closing on the dates designated by the Secretary-General.

Place of Sessions

Rule 2

The General Assembly shall meet at a location designated by the Secretary-General.

II. Agenda

Provisional Agenda

Rule 3

The provisional agenda shall be drawn up by the Secretary-General and communicated to the members of the United Nations at least sixty days before the opening of the session.

Adoption of the Agenda

Rule 4

The agenda provided by the Secretary-General shall be considered adopted at the beginning of the session. A majority vote of those recorded as present, or present and voting in the Assembly shall determine the order of the agenda items. Items on the agenda may be amended or deleted by the Assembly by a two-thirds majority of the members present and voting.

Revision of Agenda

Rule 5

Additional items of an important and urgent character, proposed for the inclusion in the agenda less than forty-five days before the opening of a session, may be placed on the agenda if the General Assembly so

decides by a two-thirds majority of the members recorded as present or present and voting. No additional item may, unless the General Assembly decides otherwise by a two-thirds majority of the members present and voting, be considered until a committee has reported on the question concerned. Debate on the inclusion of an item, when that item has been presented to the General Assembly, shall be limited to three speakers in favor of and three speakers against the inclusion. The President may limit the time allowed to speakers under this rule.

Explanatory Memorandum

Rule 6

Any item proposed for inclusion in the agenda shall be accompanied by an explanatory memorandum and, if possible, by basic documents.

III. Credentials

Submission of credentials

Rule 7

The credentials of representatives and the names of the members of a delegation shall be submitted prior to the opening of a session.

Credentials Committee

Rule 8

The Secretary-General shall appoint a Credentials Committee before each conference. It shall examine the credentials of representatives and report without delay. All committees shall be bound by the actions of the plenary in all credentials matters and shall take no action regarding the credentials of any Member State.

Provisional Admission to the Session

Rule 9

Any representative to whose admission a member has made an objection shall be seated provisionally with the same rights as other representatives until the Credentials Committee has reported and the General Assembly has given its decision.

IV. Secretariat

Duties of the Secretary-General

Rule 10

The Secretary-General or his or her designate shall act in that capacity in all meetings of the General Assembly, its committees and its sub-committees. He or she may designate a member of the Secretariat to act in his/her place at these meetings. The Secretary-General shall provide and direct the staff required by the General Assembly and any committees or subsidiary organs that it might establish.

Duties of the Secretariat

Rule 11

The Secretariat shall receive, print and distribute documents, reports, and resolutions of the General Assembly, its committees, and its organs, and shall distribute documents of the Assembly to the members of the United Nations, and generally perform all other work which the Assembly may require.

Statements by the Secretariat

Rule 12

The Secretariat shall receive, print and distribute documents, reports, and resolutions of the General Assembly, its committees, and its organs, and shall distribute documents of the Assembly to the members of the United Nations

V. President

The President

Rule 13

The Secretary-General or his/her designate shall appoint, from applications submitted to the Secretariat, a President who shall hold office and, inter alia, chair the committee for the duration of the session, unless otherwise decided by the Secretary-General. If the President finds it necessary to be absent during a meeting or any part thereof, the Secretariat shall designate an Acting President to take his/her place, unless otherwise decided by the Secretariat.

Replacement of the President

Rule 14

If the President is unable to perform his/her functions, a new President shall be appointed for the remainder of the term at the discretion of the Secretariat.

General Powers of the President

Rule 15

In addition to exercising powers conferred upon him/her elsewhere in these rules, the President shall declare the opening and closing of each meeting of the session, direct the discussions, ensure observance of these rules, accord the right to speak, put questions to a vote and announce decisions. He or she shall rule on points of order and, subject to these rules, shall have complete control of the proceedings at any meeting and over the maintenance of order. The President may, in the course of discussion of an item, propose to the General Assembly the limitation of the time to be allowed for speakers, the limitation on the number of times each representative may speak, the closure of the list of speakers, or the closure of debate. He or she may also propose the suspension or the adjournment of the meeting or the adjournment of the debate on the item under discussion. The President may also, for any reason, rule any points or motions out of order.

Rule 16

The President, in the exercise of his/her functions, remains under the authority of the General Assembly and the Secretariat.

The President Shall Not Vote

Rule 17

The President shall not vote, but may designate another member of his/her delegation to vote in his/her place.

VI. The General Committee

Composition

Rule 18

The General Committee shall comprise the President of the General Assembly, who shall preside, and the Presidents of each Main Committee.

Functions

Rule 19

In considering matters relating to the agenda of the General Assembly, the General Committee shall not discuss the substance of any item except as insofar as this bears upon the question whether the General Committee should recommend the inclusion of the item in the agenda, the rejection of the request for inclusion, or the inclusion of the item in the agenda of a future session, and what priority should be accorded to an item, the inclusion of which has already been recommended.

Rule 20

The General Committee shall assist the President and the General Assembly in drawing up the agenda for each plenary meeting, in determining the priority of its items, and in coordinating the proceedings of all committees of the Assembly. It shall assist the President in the general conduct of the work of the General Assembly that falls within the competence of the President. It shall not, however, decide political questions.

Participation by Members Requesting the Inclusion of Items in the Agenda

Rule 21

A member of the General Assembly which has no representative on the General Committee and which has requested the inclusion of an item in the agenda shall be entitled to attend any meeting of the General Committee at which its request is discussed and may participate, without a vote, in the discussion of that item.

VII. Languages

Official and Working Language

Rule 22

English shall be the official and working language of the General Assembly, its committees, and its sub-committees.

Interpretation

Rule 23

Any representative wishing to address any United Nations body or submit a document in a language other than English shall provide simultaneous translation into English.

VIII. Minute of Silent Prayer or Meditation

Invitation to Silent Prayer or Meditation

Rule 24

Immediately after the opening of the first plenary meeting and immediately preceding the closing of the final plenary meeting of each session of the General Assembly, the President shall invite the representatives to observe one minute of silence dedicated to private prayer or meditation.

IX. Conduct of Business

Quorum

Rule 25

The President may declare a meeting open and permit debate to proceed when representatives of at least one third of the members of the General Assembly are present. The presence of a majority of the members shall be required for any decision to be taken.

Speeches

These Procedural Rules are exclusive property of SRMUN, Inc. and are intended for the sole use of participants to the SRMUN XVIII Conference. All other uses are strictly prohibited. 4

Rule 26

No representative may address the General Assembly without having previously obtained the permission of the President. The President shall call upon speakers in the order in which they signify their desire to speak. The President may call a speaker to order if his/her comments are not relevant to the subject under discussion.

Time Limit on Speeches

Rule 27

The General Assembly may, by a majority vote, limit the time allowed to each speaker and/or the number of times a representative may speak on a question. Before a decision is taken, two representatives may speak in favor or, and two against, a proposal to set such limits. When the debate is limited and a representative exceeds the allocated time, the President shall call him/her to order without delay.

List of Speakers

Rule 28

Members may be on the list of speakers once but may be added again after they have spoken. Any representative may move that the list of speakers be closed, or if already closed, reopened. This motion is not subject to debate, and requires the support of a majority of the members present to pass. If the list of speakers is exhausted, debate is automatically closed and the committee moves immediately into voting procedure.

Precedence

Rule 29

The Chairperson or Rapporteur of a committee may be accorded precedence for the purpose of explaining the conclusions by the committee.

Points of Order

Rule 30

To correct an error of procedure, a representative may rise to a point of order during the discussion of any matter. The President in accordance with the rules of procedure shall immediately decide the point of order. A representative may appeal against the ruling of the President. The appeal shall be immediately put to a vote, and the President's ruling shall stand unless overruled by a two-thirds majority of the members recorded as present or present and voting. A representative rising to a point of order may not speak on the substance of the matter under discussion.

Right of Reply

Rule 31

If a remark impugns the integrity of a representative's State, the President may permit a right of reply following the conclusion of the controversial speech, and shall determine an appropriate time limit for the reply. No ruling on this question shall be subject to appeal. Requests for Rights of Reply must be submitted to the President in writing.

Suspension of the Meeting

Rule 32

During the discussion of any matter, a representative may move for the suspension of the meeting, specifying a time for reconvening. Such motions shall not be debated, but shall be immediately put to a vote, requiring the support of a majority of the members present and voting to pass.

Adjournment of the Meeting

Rule 33

During the discussion of any matter, a representative may move for adjournment of the meeting. This motion requires no debate and shall be put to a vote, requiring the support of a majority of the members present and voting to pass. After adjournment, the Assembly shall reconvene at its next regularly scheduled meeting time; adjournment of the final meeting shall adjourn the session.

Adjournment of Debate

Rule 34

During the discussion of any matter, a representative may move for adjournment of debate on the item under discussion. Permission to speak on the motion shall be accorded only to two representatives favoring and two representatives opposing the adjournment, after which the motion shall be put to the vote immediately. If a motion for adjournment is passed by two-thirds of the members present and voting, the topic is considered dismissed and no action will be taken.

Closure of Debate

Rule 35

A representative may at any time move for the closure of debate on the item under discussion. Permission to speak on the motion shall be accorded only to two representatives opposing the closure, after which the motion shall be immediately put to a vote. Closure of debate shall require a two-thirds majority of the members present and voting. If the Assembly favors closure of debate, the Assembly shall immediately move to vote on all proposals introduced under that agenda item.

Order of Motions

Rule 36

The motions indicated below shall have precedence in the following order over all proposals or motions before the Assembly:

- A. To suspend the meeting
- B. To adjourn the meeting
- C. To adjourn debate on the item under discussion
- D. To close the debate on the item under discussion

Proposals, Amendments to Proposals, and Modifications to Proposals

Rule 37

Proposals and substantive amendments shall be submitted in writing to the President, with the names of one-fourth of the members recognized by the Secretariat who would like the Assembly to consider the proposal or amendment. The Secretariat may, at its discretion, approve the proposal or amendment for circulation of copies to the delegations. As a general rule, no proposal shall be put to a vote at any meeting of the Assembly unless copies of it have been circulated to all delegations. The President may however, permit the discussion and consideration of proposals or amendments without such proposals or amendments having been circulated.

If the sponsors agree to the adoption of the proposed amendment, the proposal shall be modified accordingly and no vote shall be taken on the proposed amendment. A document modified in this manner shall be considered as the proposal pending before the body for all purposes, including subsequent amendments.

Withdrawal of Motions and Proposals

Rule 38

The sponsors of a proposal may withdraw the proposal or motion at any time before voting procedure has commenced, provided that no amendments have been submitted for the proposal. A motion or proposal thus withdrawn may be reintroduced by any representative.

Reconsideration of Proposals

Rule 39

When a proposal has been adjourned, it may not be considered at the same session unless the General Assembly, by a two-thirds majority of those present and voting, so decides. Permission to speak on a motion to reconsider shall be accorded only two speakers opposing the motion, after which it shall be put to the vote immediately.

Decisions on Competence

Rule 41

Any motion calling for the decision on the competence of the General Assembly to adopt a proposal submitted to it shall be put to a vote before a vote is taken on the proposal in question. Such a motion requires no debate and a two-thirds majority to pass. Passage of this motion results in the dismissal of the proposal in question.

X. Voting

Voting Rights

Rule 42

Each member of the General Assembly shall have one vote.

Request for a Vote

Rule 43

A proposal or motion before the Assembly shall be voted upon if any member so requests. Where no member requests a vote, the Assembly may adopt proposals or motions without a vote.

Important Questions

Rule 44

Decisions of the General Assembly Plenary on important questions shall be made by a two-thirds majority of the members present and voting. These questions shall include recommendations with respect to the maintenance of international peace and security, the election of non-permanent members to the Security Council, the election of members to the Economic and Social Council, the election of members of the Trusteeship Council, the admission of new members to the United Nations, the suspension of the rights and privileges of membership, the expulsion of members, questions relating to the operation of the trusteeship system, and budgetary questions. The President shall decide whether a question falls into one of the above categories. In addition, the General Assembly Plenary may declare a question as important. With regard to such a motion, two members may speak in favor of the motion and two may speak against it. The motion shall then be immediately put to a vote, requiring the support of a majority of the members present and voting to pass.

Rule 45

Decisions of the General Assembly on amendments to a proposal relating to important questions and on parts of such proposals put to a vote separately, shall be made by two-thirds majority of the members present and voting.

Majority Required

Rule 46

Unless specified elsewhere in these rules, decisions of the Assembly shall be made by a majority of the members present and voting.

Meaning of the Phrase Present and Voting

Rule 47

For the purposes of these rules, the phrase “members present and voting” means the members casting an affirmative or negative vote. All members must cast an affirmative or negative vote on procedural motions. However, on substantive motions members may abstain from voting.

Method of Voting

Rule 48

- A. The General Assembly shall normally vote by a show of placards, but any member may request a roll call vote. The roll call vote shall be taken in the English alphabetical order of the names of the members, beginning with the member whose name is drawn by lot by the President. The name of each member shall be called in any roll call, and one of its representatives shall reply “Yes,” “No,” or “Abstain.” The results of voting shall be listed in the record in the English alphabetical order of the names and members.
- B. When the General Assembly votes by mechanical means, a non-recorded vote shall replace a vote by the show of placards and a recorded vote shall replace a roll call. A representative may request a recorded vote. In the case of a recorded vote, the General Assembly shall, unless a representative requests otherwise, dispense with the procedure of calling out the names of members. The result of the voting shall be inserted in the record in the same manner as that of a roll call vote.

Conduct During Voting

Rule 49

After the President has announced the beginning of voting, no representative shall interrupt the voting except to a point of order in connection with the actual process of voting. The President may permit members to explain their vote, either before or after the voting if a request has been submitted in writing before the commencement of voting procedure. The President may limit the time to be allowed for such explanations. The President shall not permit any sponsor of a proposal or amendment to explain his/her vote on his/her own proposal or amendment. Explanations shall be permitted only if a Member State has voted in a manner contrary to what was made apparent during debate.

Division of Proposals

Rule 50

Immediately before a proposal comes to a vote, a representative may move that sections of a proposal be voted on separately. If objection is made to the request for division, the motion for division shall be voted upon, requiring the support of a majority of the members present and voting to pass. Permission to speak on the motion for division shall be given only to two speakers in favor and two speakers against. At the completion of these speeches, the committee shall move to an immediate vote. If the motion for division is carried, each section of the proposal that has been divided shall be substantively voted on separately. If a majority of the members present vote in favor of the divided sections of the proposal, the sections are returned to the proposal as an annex. If a majority of the members present vote against the divided section of the proposal or amendment, the section will be considered rejected by the committee. If all operative sections of the proposal or amendment have been rejected, the entire proposal or amendment shall be considered rejected.

Voting on Amendments

Rule 51

When an amendment is moved to a proposal, the amendment shall be voted upon first. When two or more amendments are moved to a proposal, the General Assembly shall first vote on the amendment furthest removed in substance from the original proposal and then on the amendment next furthest removed there from, and so on until all amendments have been put to a vote. If one or more amendments are adopted, the amended proposal shall then be voted upon. A motion is considered an amendment to a proposal if it adds to, deletes from or revises part of the proposal.

Voting on Proposals

Rule 52

If two or more proposals are related to the same question, the General Assembly shall vote on the proposals in the order in which they have been submitted.

XI. Committees

Establishment of Committees

Rule 53

The General Assembly may establish committee(s) as it deems necessary for the performance of its functions.

Categories of Subjects

Rule 54

Items relating to the category of subjects shall be referred to the committee or committees dealing with that category of subjects. Committees shall not introduce new items on their own initiative.

Main Committees

Rule 55

The Main Committees of General Assembly are the following:

- A. Political and Security (First Committee)
- B. Economic and Financial Committee (Second Committee)
- C. Social, Humanitarian, and Cultural Committee (Third Committee)
- D. Special Political and Decolonization Committee (Fourth Committee)
- E. Administrative and Budgetary Committee (Fifth Committee)
- F. Legal Committee (Sixth Committee)

Organization of Work

Rule 56

Each Committee, taking into account the closing date of the session, shall adopt its own priorities and meet as may be necessary to complete consideration of the items referred to it.

Selection of Officers

Rule 57

The Secretary-General shall at the beginning of the session appoint a chairperson and other officers as he or she deems necessary for the running of the committee in the same manner as the President of the General

Assembly is chosen. The role of the chairperson in the committee will be the same as the role of the President in the General Assembly.

XII. Admission of New Members

Applications

Rule 58

Any State that desires to become a member of the United Nations shall submit an application to the Secretary-General. Such application shall contain a declaration, made in formal instrument, that the State in question accepts the obligations contained in the Charter.

Notification of Applications

Rule 59

The Secretary-General shall, for information, send a copy of the application to the General Assembly, or to the Members of the United Nations if the Assembly is not in session.

Consideration of Applications and Decisions Thereon

Rule 60

If the Security Council recommends the applicant State for membership, the General Assembly shall consider whether the applicant is a peace-loving State and is able and willing to carry out the obligations contained in the United Nations Charter and shall decide, by a two-thirds majority of the members present and voting, upon its application for membership.

Rule 61

If the Security Council does not recommend the applicant State for membership or postpones the consideration of the application, the General Assembly may, after full consideration of a special report of the Security Council send the application back to the Council, together with a full record of the discussion in the Assembly, for further consideration and/or report

Notification of Decision and Effective Date of Membership

Rule 62

The Secretary-General shall inform the Applicant State of the decision of the General Assembly. If the applicant is approved, membership shall become effective on the date on which the General Assembly takes its decision on the application.