



CFMUN XII

PRESSCORPS PARLIAMENTARY PROCEDURE

Basic Guidelines

- During the session, it is not permitted to eat.
- If a delegate wishes to ask permission to go to the restroom or any other discomfort, it is preferable that they request it in a piece of paper to send to the chair.
- The delegate's conduct must be at all times diplomatic, since this is a serious model.
- Every committee is expected to follow this parliamentary procedure, the official language of this committee is English, the delegates that don't respect this will receive a warning



Protocol:

First Session:

- Presentation and welcome by the undersecretary.
- Roll call.
- Explanation of guidelines and delegate queries resolution.
- Motion to open the session

They give them their badges

They explain the use of electronic devices

They give their partners and their new name

They assign a committee per couple

Explain the deliveries and the delivery date

The moderator warns that the time of the first session is over and tells them what time they have to return

Delegates must be back to close every session

- Motion to adjourn the session

Second Session:

- Roll call.
- Motion to open the session
- Delegates will join with their partners or individually and will go to the committee assigned In this session
- Delegates will fully understand the committee
- Delegates will interview one delegate from the committee with the permission of the committee's chair

The moderator warns that the time of the first session is over and tells them what time they have to return

Delegates must be back to close every session

- Motion to adjourn the session



Third Session:

- Roll call
- Motion to open the session

In this session the delegates will start making their article

The chair will explain the article guidelines

Delegates must be back to close every session

- Motion to adjourn the session

Fourth Session:

- Roll call
- Motion to open the session
- Delegates will continue making the article
- Delegates will make the interviews in their assigned committees
- Delegates during this session will continue to add more information from their committee
- Delegates must be back to close every session
- Motion to adjourn the session

Fifth Session:

- Roll call
- Motion to open the session
- Submit a "Compare and Contrast" paper within two committees, the committee assigned and any other committee of their choice
- Chairs must have by this moment the article to make any comment or arrangement
- Delegates must be back to close every session
- Motion to adjourn the session

- **Sixth Session:**

- Roll Call
- Motion to Open the session
- Delegates will make all the arrangements for their article
- During the session delegates must submit a one page conclusion regarding on their committees resolution
- Delegates must be back to close every session
- Motion to adjourn the session

- **Seventh Session:**

- Roll call
- Motion to open the session
- Delegates will once again conduct 3 interviews with three people.
- Chairs will inform the members if they need to review any part of their article, and they will have to correct it afterward.
- Delegates must be back to close every session
- Motion to close the session



points and motions

POINT OF PERSONAL PRIVILEGE.

- As long as the session is open, any advocate can ask for a point of personal privilege whenever they are not comfortable or if something stops them from participating actively, the advocate may ask for a change in order to correct this.
- The point of personal privilege can interrupt another speaker but must always be used with extreme discretion.

POINT OF PARLIAMENTARY PROCEDURE

- As long as the session is open, any advocate can ask for a point of parliamentary procedure to ask a question related to the procedure to be followed.

POINT OF ORDER

- As long as the session is open, any advocate can ask for a point of order if the advocate believes the judge made a mistake regarding procedures.

MOTION TO CLOSE/ADJOURN THE SESSION

- This motion will be requested by a delegate and approved by the chair and voting, this motion will be passed to set the end, only, of the final session.

Situations that Warrant a Warning

The warning process consists of three main steps.

An initial warning is given to a delegate for their first misbehavior.

If they commit another one, the chair may apply a second warning with a harsher intonation and threats of expulsion if the lack of proper conduct continues.

If the disobedience persists, the delegate will be given a third and final warning, which will consequently result in their expulsion from the model for the rest of that session.

- When a delegate does not behave in a diplomatic way,
- When a delegate is chewing gum or eating,
- When a delegate makes direct eye contact,
- When a delegate uses Wi-Fi incorrectly, (Netflix, WhatsApp, Facebook...)
- When a delegate does not follow the dress code,
- When a delegate arrives after the roll call,
- When a delegate keeps on playing with his or her placard,
- When a delegate uses personal pronouns,
- When a delegate openly disrespects the chair/moderator,
- When delegates send notes between themselves without the chair's approval,
- When a delegate uses prohibited words such as: Third World country, war, kill, poor country, black, army or money.

If the misbehavior persists, deserving a fourth and final warning, the delegate will be asked to leave the committee, and the undersecretary will be forced to talk to the corresponding advisor.

It is important to remember that these situations only warrant a warning when the subtle reminders of the chair are ignored by the delegate and repeated by them.

EVENT POLICIES

Registration:

Advocates, Advisors, and Special Guests must register on the first day of the Model by presenting a valid ID and all required materials (delegates must submit a position paper).

Campus Access:

Only Delegates, Advisors, and Special Guests wearing the official event bracelet will be allowed on campus during the days of the Model.

Dress Code:

The established dress code must be followed at all times throughout the Model.

Advisor Responsibility:

At least one Advisor per school or delegation must be present on campus at all times during the event and is responsible for supervising their students.

Communication During Sessions:

Advisors are not allowed to communicate with delegates during committee sessions.

Use of Electronic Devices:

The use of electronic devices during sessions is only permitted when authorized by the Chair and during designated times.

Prohibited Items and Substances:

Weapons of any kind and prohibited substances, including alcohol, cigarettes, and vapes, are strictly forbidden on campus.