

## GENERAL INFORMATION

### First Part

#### General Information

##### **Article 1°: Participants**

Those who may participate at TAEMUN are:

- a) School Alumni Thomas Alva Edison who are registered at United Nations Program
- b) Students from schools, colleges, and foundations invited to participate by the School universities
- c) Student advisers
- d) Technical staff and school administration and invited schools.

##### **Article 2°: Observers**

Parents, relatives and friends of participants that will attend the event, are considered as "observers", and are subject at all times to the provisions of the General Information and according to the available.

##### **Article 3°: Registration**

Students ("delegates") must register within the established schedule. Outside this schedule, it will not be possible to registrate any participant.

##### **Article 4°: Identification**

Delegates, faculties and observers must wear the badge at all times, for security reasons. It will be provided when registering. Participation shall not allowed, nor the entrance, those who violate this provision. In case of loss or destruction of the badge, you must notify a member of the Organizing Committee for replacement.

##### **Article 5°: Punctuality**

Delegates must be present at all acts and sessions in time and in an orderly manner. Otherwise the Organizing Committee may prohibit access and / or be given a warning.



## **Article 6:** Conduct

Delegates, faculties and observers must have at all times exemplary conduct, using diplomacy and negotiation. They shall refrain from inappropriate behavior and should avoid using coarse disrespectful language and offensive comments.

## **Article 7°:** Treatment to the Chair

Delegates, faculties and observers will address to all members of the Chair in a respectful and friendly manner, understanding that they are the authority within their respective committees.

## **Article 8°:** Tobacco, food and beverages

It is strictly forbidden to smoke or drink alcoholic beverages within the area reserved for the model. Respecting the regulations regarding the nonsmoking areas is absolutely mandatory. Food and/or beverages (nonalcoholic) must be taken outside of the committees and outside the data center.

## **Article 9°:** Clothing

Delegates, faculties and observers must wear formal suit or jacket with pants, shirt, tie, socks and dress shoes. Hair must be well groomed and presentable according to the occasion.

Delegates, advisers and observers must wear suits or dress suit, skirt (to the knees) or formal trousers with blouse, socks and dress shoes. Flats, tennis shoes skechers type are not allowed, so is use of bare midriffs, short skirts, blouses with very deep neckline, cased pants, tops or halters.

The use of denim, caps, hats or dirty and/or torn clothing is not allowed. Not considering the foregoing, delegates may wear suits or traditional clothing from the country they represent, for it they must request prior authorization from the Academic Coordinator of the School Tomas Alva Edison. Those who choose not to respect the instructions in this article may be excluded from the event.

Additionally to the staff responsible for enforcing these provisions, the chairs are empowered to admonish delegates, and draw from the committee advisers and observers who fail to comply. It is important to remember that the Model United Nations is a formal event that must respect the image and dignity of each State.



Anything that it is not established, is subject to Secretary of protocol and the Organizing Committee.

**Article 10°: Cleaning and care**

Delegates and their advisers will work with neatness and be liable for damage they cause to property and other electronic equipment.

**Article 11°: Computer equipment**

During the event, the school will provide delegates and advisers with electronic equipment sufficient to meet the needs of the event. For security reasons, it is not allowed for delegates to enter with computers or any other device. The school won't be responsible for loss or damage of the equipment introduced in violation of this Article in any case.

**Article 12°: Mobiles**

The use cell phones or other during sessions is not authorized. If strictly necessary, they should be placed on vibrate mode. Failure to observe this article may result in a warning, and if necessary, expulsion from the meeting or event.

**Article 13°: Language**

TAEMUN development will take place in Spanish, English or French depending on the committee and depending on the instructions given by school counselors and delegates in advance.

**Article 14°: Awards**

TAEMUN committee awards three prizes: 2 Honorable Mentions and best delegate. The award for Best Delegate is the recognition of higher hierarchy. Prizes and its creditors will be announced during the closing ceremony and are decision of each committee chairs.



## **Article 15:** Award Criteria

To be eligible for a award, delegates should take into account the following items:

- |                |                                       |
|----------------|---------------------------------------|
| a) Veracity    | i) Respect                            |
| b) Diplomacy   | j) Good behavior                      |
| c) Negotiation | k) Responsibility                     |
| d) Tolerance   | l) Laboriousness                      |
| e) Presition   | m) Unfolding performance              |
| f) Equanimity  | n) Rhetoric                           |
| g) Assistance  | o) Respect for international policy   |
| h) Punctuality | p) Adherence to the official position |

For the awards, the chairs will consider the above and:

- a) the delivery of the official position, which should be free of plagiarism;
- b) The number of warnings; and
- c) The amount payment of participation fee.

## **Article 16°:** Unforeseen situations

For anything that is not stipulated or referred to in the document, the Organizing committee will decide on the matter.

## Second Part

### **Parliamentary Protocol**

#### **Article 17°:** Purpose and scope

This protocol is to regulate TAEMUN participation by delegates and advisers, so it is not permissible to use another protocol.

#### **Article 18°:** Official languages

The official languages are Spanish, English and French. The use of one or the other depends the committee and will be agreed upon prior to event.



## **Article 19°: Chair**

The chairs will be composed by the President, the Moderator and the Conference Officer. The President is the highest authority of the chair, the Moderator is the one who leads the discussion while the Conference Officer is responsible for the organization and logistics of the committee. The appointment of members of the chairs rests on the Organizing Committee.

## **Article 20°: Secretariat**

The Secretariat is composed of the following secretaries: Secretary General, Academic Secretary, Secretary of Logistics and Security and Secretary of Protocol. Each of them will be elected by the Coordination Model United Nations Tomas Alva Edison School.

## **Article 21°: Quorum**

In order to validate the various committees and its resolutions, the attendance of at least a quarter of member countries will be required. At the beginning of the session, the chair will list the delegates who are present. In the case of Security Council, the five permanent members must be present to start the session.

## **Article 22°: Motions**

A motion is a formal way of asking the word, when the floor is open. Every motion must be approved by the chair. Whenever a delegate requires a motion, the delegate must lift the placard for the Moderator can grant the use of the word.

## **Article 23: Procedural motions**

If any intends to modify the normal process of the discussion, it will call for a procedural motion. You can only make use of this type of motion when the Moderator has indicated that it is open. the exercise of a procedural motion must never interrupts a delegate to the use of the word forum may be. These motions will be eligible to: open the topic, open the list of speakers, open a (moderate or immoderate) caucus, extend the time of the list of speakers, open an extraordinary session of questions, introduce a possible worksheet or possible road resolution, introducing a worksheet, a sheet of resolutions or amendments, logoff or debate.



## **Article 24:** Voting on procedural motions

Unless the chair deems necessary, procedural motions must be voted by the delegates present at time to be formulated. To be accepted the motion requires a simple majority (half plus one) and in the case of a tie between for and against, abstentions counted as votes for. The only exception is opening the topic where the only votes are in favor and against.

## **Article 25:** Voting Process

In the process of voting there are three possibilities:

- a) For when a delegate agrees with what is formulated.
- b) Contrary, when a delegate does not agree with what is formulated.
- c) Abstention, when a delegate prefers to remain neutral to what is formulated.

## **Article 26:** Motion of Order

A motion of order may be invoked by a delegate note that it is making a lack to this Protocol. This motion is admissible at any time of the debate, even if the forum is not open and can interrupt the speaker. However, two motions of procedure back to back is not allowed. A motion of order is given under consideration of the chair and is under its discretion if the motion is in order or not.

## **Article 27 °:** Motions of Personal Privilege

This motion may be used when a delegate requiring any prerogative makes any request to facilitate the attainment of the debate. Motions of Personal Privilege may also interrupt the speaker and do not depend on the fact whether the forum is open or not. They can be a request so that he speak up, speak slower or faster if necessary, to leave the committee for personal reasons, or to make a brief preamble.

The chair reserves the right to accept or reject such motions. To avoid interrupting the debate and unless it is essential, it is recommended to send the motions of Personal Privilege via written page.

## **Article 28°:** Motions Parliamentary Inquiry

A Parliamentary Inquiry will be used when information is required in relation to the conduct of the debate within the Committee. Can only be done when the floor is open and the Chair will be the only one that can answer. This can be used when there is



doubt to when to open a caucus, introduce any of the papers possible or sheet possible, or when there doubt the regulation.

## **Article 29°:** Opening of a topic

In order to propose the opening of a topic of the two possible, a delegate (any of the present) may proceed to a procedural motion to open one of the two topics. Immediately it requires a delegate to second the motion, otherwise the motion does not pass, and the other topic opens. Once seconded it is proceed to the vote. In case no votes against the topic is opened. If one or more delegates voted against a list of speakers will open, which should not exceed 4 speakers and must have the same number of speakers both for and against opening the topic and may not exceed thirty seconds each speaker. After the speakers have passed, the chair will proceed to another vote and the motion passed by simple majority (half plus one) and the topic, otherwise the other topic is opened.

It is worth mentioning that there is no abstention in this vote, only for and against.

## **Article 30°:** List of speakers

The first list of speakers will be done under the following steps:

1. The board recommends to open a list of speakers with a particular forum before opening time, and then will open the forum.
2. A delegate will make the motion of procedure to open a list of speakers and will have to be seconded by another delegate.
3. It will be voted, and once it happens the first delegations to be added to the list are the ones who made the motion and who seconded.
4. The moderator asks the delegations who want be added raise the placard. Moderator elects and the Conference Officer will be adding them to the list. In the event that no delegation lifts the placard, the chair will add the delegations in alphabetical order.

Once the delegations are added, if a delegation needs to be added to the list it can request it in a diplomatic note or through a motion of personal privilege.

Once the delegate has finished his message, and considering that resting time, the delegate may yield their time to chair questions and/or comments or other delegation. In that case the delegate will be asked and if he accepts. If so the delegate may speak



with the time given by the previous delegate. In the case of a negative response it will warn the one who gave the time.

## **Article 31°: Caucus**

A caucus is a parenthesis in the list of speakers in order to expedite the discussion and exchange of points between delegates. There are two kinds:

- a) **Moderate Caucus:** It must be proposed by one of the delegates when the floor is open, through a procedural motion. The delegate who proposes must state its nature and should indicate the time it deems appropriate for its development. For approval, the motion must be seconded by another delegate of the Committee.

In a moderate caucus, delegates will have the opportunity to discuss and give their views. The first intervention will be borne by whoever proposed procedural motion; the following shall be borne by the delegates who request raising their placards and who are appointed by the Moderator.

The chair delegates indicate when the time of moderated caucus is nearing completion. A moderate caucus may be extended for no longer the original by a procedural motion proposed when the floor is open.

During moderate caucus, delegates may not leave their seats or may leave the Committee without prior authorization from the chair.

The delegate who second the motion has preference for the second intervention, but it is not of him or her automatically

- b) **Immoderate Caucus:** The procedure for opening immoderate caucuses will be identical to the moderate caucus. In the immoderate caucuses, the debate is informal. Delegates will leave their seats and make direct contact with other delegates and the chair.

Delegates may not leave the Committee without authorization, shall take the time of immoderate caucus to set blocks, perform lobbying and start preparing the worksheet.



## **Article 32°: Resolutions**

For a resolution to be approved by the Commission, it must have the votes of at least two thirds of the delegates present and voting. The process to vote a resolution consists of three rounds: the first, the chair will count the votes for, against and abstentions by members list; the issuance of votes by the delegates in one way or another, be direct and clear.

After the first round of voting, the chair will ask the delegates the meaning of their vows. Again, the delegates should express directly and clearly their vote, with right of explanation must request at that time to the chair the exercise of this right. At the end of the round, the chair will call the delegates who have exercised their right of explanation to the forum to offer the reasons that had prompted to give their vote.

During the third round, the delegates must cast their final vote, without right to explanation and which may coincide or differ from at first and/or second rounds. It is worth mentioning that during the third round of voting, can only voted for or against the resolution discussed. Obtained a resolution, the debate may be closed to continue later or to open the next topic. If there were time on the Committee's agenda to discuss another issue, the chair may either propose another topic, or close the activities of the Committee.

