

BESTMUN22' JOINT CRISIS COMMITTEE HANDBOOK

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1. GENERAL RULES OF PROCEDURE

I. Scope

1. These rules of procedure shall, in their entirety, apply to all sessions of the Beştepe College High School Model United Nations 2022 (hereinafter referred as BESTMUN22 or, the Conference) for the JCC Cabinets unless otherwise stated by the Secretariat.

"The Russian people have had enough of the Tsar's oppression and its consequences. The common farmer and the factory worker are looking for a way out of poverty, reaching for freedom. Lenin, the leader of the Bolsheviks, is presenting them a change like no other: a way out, a new light that shines on the future, the newest of governmental revolutions. However, they have the Russian aristocracy against them. Who will prevail, the people and their unbreakable will or the strong and experienced Tsar? The aim of the sides is to reach total glory and take control of Mother Russia."

II. Dress Code Policy and Language

1. The dress code is formal business attire.
2. It is allowed to wear accessories according to your cabinets like tie clips or rosettes fitting to your country's dynamics.
3. The official language is English.

III. Electronic Devices

1. The usage of electronic devices is strictly prohibited of usage during moderated and semi-moderated caucuses, as it is a historical committee.

IV. Rules Governing Debate and Sessions

1. Powers of the Committee Directors

- a) The Red Cabinet will be led by Vladimir Ilyich Ulyanov (Lenin), while the White Cabinet will be led by Alexander Vasilyevich Kolchak. Both will have the same rights as the Heads of State in their country.
- b) Committee directors have the right to veto any document or motion in the committee and this decision is not appealable
- c) Committee directors have the right to vote and to contribute to the debate. They also possess the right to interrupt any speaker as they please.

2. Members of the Cabinet

- a) Members of the Cabinet will consist of representatives, generals or ministers. All cabinet members will possess the right of their respective roles regarding their Ministry, Military Rank or Department.
- b) Disrespecting and un-diplomatic behaviour between Cabinet Members or Committee Directors will not be tolerated.
- c) All Cabinet members are expected to work in flow and together although military and spy action, as well as assassination, is allowed.

3. Quorum

- a) The Cabinets shall commence the parliamentary discussions when at least one-half of their Members (as declared at the beginning of the Conference) are present in the Cabinet room.
- b) Substantive voting necessitates the presence of a majority of the Members of the Cabinet.
- c) A quorum will be assumed to be present during sessions unless specifically challenged and shown to be absent or deemed as such by the Cabinet Members.
- d) The quorum can only be challenged at the very beginning of a session, before moving on to the substantive voting procedure. Challenging the quorum shall be done via Point of Parliamentary Inquiry, Point of Order, or a message paper sent to the Committee Director.

4. Communication

- a) 1. Written notes are the means of communication between Cabinet Members or between Cabinet Members and Cabinet Staff. Notes are to be distributed by the Administrative Staff present in each Cabinet. Cabinet Members may not convey message papers to other Cabinet Members themselves.
- b) All notes must be in English, written in a formal manner, and about the agenda of the Cabinet; otherwise, the Administrative Staff may take the note to the Heads of Cabinet for investigation and the Heads of Cabinet may decide not to pass the note if the language or the content is found to be inappropriate.
- c) Note-passing can be suspended at any time upon the decision of the committee directors. This decision is not appealable. Note-passing is automatically suspended during Roll Call, unmoderated caucuses, and voting procedures.
- d) Members of Cabinets may use ‘I’ instead of ‘We’ as they are representing themselves.

5. Roll-Call

At the beginning of each session, the Committee Board will take the Roll-Call, and the Members of the Council are expected to indicate their status of presence as “present” or “present and voting”

6. Debate

- a) After the roll-call, the first session will start with the opening statements of the Members of the Councils.
- b) There shall not be any General Speakers' List.
- c) Duration of the Caucuses are dependent on the Committee Director and there shall not be any individual speaking time.

V. Rules Governing Parliamentary Discussions

1. Motions Governing Debate

There exist three types of Caucuses: Semi-Moderated Caucuses, Moderated Caucuses and Unmoderated Caucuses.

- a) *Semi Moderated Caucus:* A Semi-Moderated Caucus is a caucus that takes place within the formal proceedings of the Cabinet's session. The maximum time duration of a speech is 5 minutes. Its purpose is to facilitate debate on specific issues. The Cabinet Member raising the motion must briefly explain the purpose of the Semi Moderated Caucus. They do not specify a total time limit or a time limit for individual speeches. The Committee Director is the only authority with the means of deciding the total time of the Caucus and may interrupt or terminate the speech of any Cabinet Member. In Semi-Moderated Caucuses, the right to speak is always granted and Cabinet Members may remain seated while they are delivering their speech. A "Motion for a Semi-Moderated Caucus" requires a simple majority and the approval of the Heads of State to pass.
- b) *Moderated Caucus:* A Moderated Caucus is a caucus that takes place within the formal proceedings of the Cabinet's session. Speakers are speaking in turn, similar to the list of speakers; the difference is that a moderated caucus is confined to a specific subject, and that any subject is covered in a list of speakers. This motion needs a fifty percent consensus of the Cabinet to pass.
- c) *Unmoderated Caucus:* An Unmoderated Caucus is a caucus that takes place within the formal proceedings of the Cabinet's session. Its purpose is to facilitate formal lobbying time for working on documents. The motion for an unmoderated caucus is in order any time the floor is open but a session can not start with an unmoderated caucus. The Cabinet Member introducing the motion must briefly explain the purpose of the caucus and specify a time limit, not to exceed twenty minutes. The Heads of Cabinet may alter the time limit for the caucus and A "Motion for an Unmoderated Caucus" will be put to a vote and its adoption requires a simple majority of the Cabinet Members. The Heads of Cabinet may rule the motion out of order and appealing their decision is not possible.
- d) *Motion for an Extension:* When the time allocated for an unmoderated caucus

comes to an end, motions for extensions shall be in order. Motion for an extension shall be given right after a caucus has lapsed. The extension shall never exceed the time determined for the original caucus. The extension shall never exceed the time determined for the original caucus. An unmoderated caucus shall only be extended once.

- e) *Termination of the Caucus:* At any time during a semi-moderated or unmoderated caucus, any delegate may raise a “Motion to Terminate the Debate” and this motion shall be put to a vote immediately. For a motion for the termination of the caucus to be given, the Cabinet Staff does not have to announce that the floor is open. The motion requires a simple majority to pass and The Heads of Cabinet may overrule this motion and their decision is non-appealable.
- f) *Closure of Debate:* A Cabinet Member may propose a motion for the closure of debate at any time when the floor is open. The Heads of Cabinet may rule such a motion out of order and their decision is not subject to appeal. Upon the motion, the Committee Director may recognize up to two speakers against the motion. Closure of debate necessitates a two-thirds majority.
- g) *Tabling or Resumption of Debate:* Whenever the floor is open, a Cabinet Member may raise a motion for the postponement of debate on a document currently on the floor. This motion requires a two-thirds majority to pass and will be debatable to the extent of one speaker in favour and one against. No debate or action will be allowed on any document on which debate has been postponed. A motion to resume debate on a document on which debate has been postponed will require a simple majority to pass and will be debatable to the extent of one speaker in favour and one against.
- h) *Suspension and Adjournment of Meeting:* A Cabinet Member may propose a motion for a suspension of the meeting for a specified time with the purpose of suspending all Cabinet functions until the next session. A Cabinet member may propose a motion for the adjournment of the meeting to suspend all Cabinet functions for the duration of the Conference. There are no debates for these motions, for they are immediately put to a vote and will require a simple majority to pass and The Heads of Cabinet may rule such motions out of order and these decisions are not subject to appeal. A motion to adjourn the meeting will be out of order until three-quarters of the time allotted for the last session has elapsed.

VI. Rules Governing Documents

1. Directives

a) *Joint Directives*: A joint directive is a directive that is signed by every single member of the cabinet. These directives do not have a format but they have to answer the questions, “How?”, “When”, “With what?”. A joint directive needs consensus and the approval of the supreme leader to pass.

b) *Military Directives*: Military directives are the directives delegates need to write in order to take military action of any kind. Directives need to include all of the details regarding the possible operation such as the time, the exact location, number of equipment and soldier used. A military directive needs the signatories of the general responsible for the action, and the approval of the Committee Director.

c) *Personal Directives*: Personal directives are directives you write personally, they do not require any other signatories other than your own. There are two types of personal directives, Public Personal Directive and Secret Personal Directive. Public Personal Directives can be used to request information about a certain topic regarding a national issue, for example, you can request to learn the amount of infantry equipment left in a front. A Secret Personal Directive can be used to take actions that might be considered treasonous or unfavourable, although keep in mind that getting caught doing anything that may be considered treasonous or against the benefit of your state, will have serious consequences. The Secret Personal Directive will still have to be sent to the Committee Directors as they have to review if it's suitable to be sent to the Secretariat or not. The Committee Directors will check the directives as the Director and not the person they are representing. That means that although the Director will know about the Directive, it will be out of Record and that he/she won't be able to use the knowledge as Donald Trump/Vladimir Putin.

2. Diplomatic Documents

Press Release: The Press release is a way of public communication generally used to inform the public or to have public support. In order to release a press release, you need to have signatories of all the members of a cabinet. Keep in mind that the other cabinet can see your press release and if it has anything to do with the other cabinet, the press release will be sent to the other cabinet to be read out loud by the Director.

VII. Rules of Voting Procedure

1. Procedural Voting

- a) Procedural voting is in order in all cases except for voting on a document. Procedural voting does not accommodate abstentions, thus requires all Cabinet Members to cast an affirmative vote or a negative vote. In the event that the less than the number of Cabinet Members present; the Cabinet Staff shall take the vote repetitively until the number is met.
- b) Note passing is automatically suspended during procedural voting. 4. Procedural voting procedures will be exercised through raising placards unless the Cabinet Directors choose to ease the process via seconds and objections. The procedure, in that case, shall go as follows: a. For motions that require a simple majority to pass, the Directors shall ask first for seconds and then for objections as, “Are there any seconds/objections?” Delegates who are in favour of the motion shall say “Second!” while those who are against shall say “Objection!” accordingly. If there are no seconds raised, the motion shall automatically fail and if there are no objections raised, the motion shall automatically pass without a voting procedure.
- c) For motions that require 2/3 majority to pass, the Heads of Cabinet shall first ask for seconds, as, “Are there any seconds?” Cabinet Members who are in favour of the motion shall say “Second!” If there are no seconds raised, the motion shall automatically fail. If there are seconds to the motion, the Heads of Cabinet shall then move on to objections. In case no objections are raised, the Heads of Cabinet shall repeat “Are there any objections?” for a total of three times. If the consent of the Cabinet is thus confirmed, with no objections for all three times the question is repeated, the Cabinet shall surpass the procedure envisaged in relevant Articles.

2. Substantive Voting

- a) The only substantive voting is on documents, with each Cabinet Member having one vote.
- b) After the Heads of Cabinet have announced the beginning of voting, no Cabinet Member shall interrupt the voting except with a point of personal privilege or a point of order in connection with the conduct of the voting.
- c) Note passing is automatically suspended during substantive voting.
- d) Each vote may be a ‘yes’, ‘no’ or ‘abstain’ unless otherwise is provided in these Rules of Parliamentary Procedure. Abstentions shall not damage the consensus.
- e) Abstentions shall be added to both for and against votes.
- f) All matters will be voted upon by placards unless otherwise is provided in these Rules of Parliamentary Procedure.

VIII. Precedence of Points and Motions

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Point of Information
5. Motion to Adjourn the Meeting
6. Motion to Suspend the Meeting
7. Motion to Close the Debate
8. Motion to Table (Postpone) the Debate
9. Motion to Resume the Debate
10. Motion to Extend the Previous Caucus
11. Motion for an Unmoderated Caucus
12. Motion for a Semi-Moderated Caucus
13. Motion for a Moderated Caucus

2. SPECIAL CONDITIONS FOR JCC

1. Speech in the third person is not required; delegates may address each other on the last name basis.
2. First-person pronouns, i.e. I, we, he, are allowed.
3. Committee directors may speak like a normal delegate if they wish; they may make speeches and motions and have executive power to override directives if necessary. However, they do not vote.
4. At the advent of a new crisis, the council may vote to move into a moderated caucus to discuss the crisis, which will supersede all remaining motions on the floor.
5. Military and assassination action is allowed.
6. Committee members may dress in historically accurate attire if they wish, although it should still be kept at a moderate level.

3. TYPES OF UPDATES GIVEN BY THE SECRETARIAT

<u>TYPE OF UPDATE</u>	<u>OCCURS WHEN</u>	<u>REQUIRED RESPONSE</u>
Timeline Update	at the beginning of each session or according to the movement of committee	<i>just acknowledge it and note it down on your notebook if it is information that you'd like to recall</i>
Status Update	w/timeline update or after a directive was established	<i>note it down on your notebook if it is information that you'd like to recall or think of further actions</i>
Crisis Update	whenever the situation emerges	<i>directives and/or press releases</i>
Spontaneous Update	major character updates or updates given in committee according to other cabinet activities	<i>acknowledgement or directives and/or press releases</i>