RULES OF PROCEDURE

BUCHAREST MODEL NORTH ATLANTIC TREATY ORGANIZATION

INTRODUCTION

The North Atlantic Council is the primary decision-making body for NATO. It is therefore responsible for passing the final commnique at the conclusion of the Model.

The primary goal of each delegation is to represent its country in the most realistic and effective way possible. You should also be prepared to deal with a crisis that will test the unity and capabilities of the Alliance.

The task of each committee is to reach consensus on its particular agenda topics and to prepare draft language for the communiqué to be passed by the North Atlantic Council (NAC). In cases where a committee cannot agree on all the language, draft texts may be submitted to the NAC with the disputed text in brackets.

Delegations may place reservations on particular segments of draft language, allowing that language to be sent to the NAC, while indicating the right of that delegation to reopen discussion of it in the NAC.

During the concluding session of the NAC, there will undoubtedly be some persistent disagreements remaining from the committees that can only be resolved by the foreign ministers, and, perhaps, only after consultation with home governments. Whether those differences can be resolved sufficiently so that the NAC can issue a communiqué that clearly establishes NATO consensus will be the true indication of whether this ministerial has been successful or not. Once consensus has been reached and the communiqué is finalized, it will become official Model NATO policy.

PART I. MEETINGS

1. Meetings of the North Atlantic Council (hereinafter called the Council) and the subsidiary Committees will be held at a time and place designated by the sponsoring institutions.

PART II. AGENDA

2. The preliminary agenda for regular meetings of the Council and Committees shall be drawn up by the sponsoring institutions and communicated to the members prior to the opening of the sessions.

3. The first item of business for a meeting shall be the adoption of a working agenda.

4. Additional items may be placed on the agenda, if the Council or Committees so decide by a two-thirds majority of the members present and voting.

5. The Council may task any one of the Committees. The task takes precedence over anything the Committee may be debating when tasked.

PART III. REPRESENTATION

6. Each NATO country delegation shall be represented by no less than six delegates, one each for the Council and the five Committees. Representation will be accorded to properly accredited delegations as determined by the Secretary General.

7. Each nation's representative on the North Atlantic Council shall be the Foreign Minister.

8. Each nation shall be accorded full and proper representation on all the Committees.

9. Each nation shall have only one speaking representative on the Council. In the committees, each nation may have up to two participating representatives.

10. The sponsoring and participating institutions shall provide the staff for the Model including the Secretary General, Assistant Secretary General, Chief of Staff, as well as the Chairs and Vice-Chairs of the various organs and committees of the Model. This staff shall form the Secretariat.

11. Members of the Secretariat shall not count against the representative limit described in rule 9.

PART V: THE CHAIRPERSON

12. Each of the Committees will have a Chairperson from the Secretariat who will have full powers to ensure proper functioning of the Committee.

13. The Chairperson of the North Atlantic Council shall be the Secretary General of the Model NATO.

14. The Chairperson may preside over all meetings, or may designate another member of the Secretariat to do so.

15. The Chairperson shall have the responsibility of ensuring the smooth operation of the Committee through interpretation and enforcement of the Rules. In addition to exercising powers described elsewhere in the Rules, the Chairperson shall declare the opening and closing of each meeting, direct discussions, accord the right to speak and announce decisions. He/she shall rule on points of order and, subject to these Rules, shall have complete control of the proceedings at any meeting.

16. The decision of the Chair may be appealed by any delegate. This motion is debatable by one delegate in favor and one against, after which the motion shall be put to a vote. The Chairperson's decision will stand unless overruled by a two-thirds majority of members present and voting.

17. The Secretary General may, in exceptional circumstances, overrule an appeal or a decision of a Chairperson. The Secretary General will be the final arbiter for any disputes arising as a result of interpretation of the Rules of Procedure.

PART VI: CONDUCT OF BUSINESS

18. The Chairperson may declare the meeting open if one-third of the members are present. The presence of a majority is required for a decision to be taken.

19. Committee Session will begin with a General Speaker's List. Every time debate is limited, a new speaker's list will be created. Speaker's time is set by the Chair, but may be amended per request and vote of the Committee. If at any time the Committee would like to move into a Moderated or Unmoderated Caucus, the appropriate motion must be made, seconded, and voted upon by the Committee Members.

20. Proposals must be submitted in writing to the Chair before they may be considered by the Council or Committee.

21. A proposal may be withdrawn by its sponsor at any time prior to voting, providing that the motion has not been amended.

22. The motions below shall have precedence over all other proposals or motions before the meeting:

a) Point of Order
b) Point of Information
c) Point of Inquiry;
d) To suspend the meeting;
e) To adjourn the meeting;
f) To suspend debate on the item under discussion;
g) To close debate on the item under discussion;
h) To change the agenda;
i) To limit debate on the item under discussion;
j) To Divide the Question;
k) To amend the item under discussion;
l) To reconsider an item;
m) Right of Reply.

23. Point of order shall be immediately decided by the Chairperson in accordance with the Rules of Procedure. A Point of Order may relate to the maintenance of order, the observance of Rules, or the way in which the presiding officers exercise the powers conferred upon them. An argument for or against the pending question shall not be recognized as a valid point of order. A point of order is the only circumstance under which a speaker may be interrupted. The Chair may refuse to recognize points of order if it is his/her judgment that the delegate has not maintained the restraint and decorum which should govern the use of such a right, or if in his/her judgment the point is clearly dilatory in nature.

24. A Point of Information is raised to the Chairperson if a delegate wishes to obtain a clarification of procedure or a statement of the matters before the body. Delegates may not interrupt a speaker on a Point of Information.

25. A delegate requesting clarification or additional information will rise to a Point of Inquiry. A Point of Inquiry may be used to question a speaker only after he/she has finished his/her remarks and may not interrupt any speaker. A questioner will address the Point of Inquiry to the Chair, who will then ask the speaker if he/she wishes to yield.

26. During the discussion of a matter, a delegate may move for the Suspension of the meeting. Should the Chair entertain it, it shall immediately be put to a vote. The suspension of a meeting requires a majority of the members present and voting.

27. At the conclusion of the final summit, a delegate may move for the Adjournment of the meeting until the following year. This motion is only in order for the Council and requires a two-thirds majority.

28. During the discussion of any matter, a delegate may move to suspend debate on the item under discussion. Two representatives may speak in favor of the motion and two against the motion, after which the motion shall immediately be put to a vote. This motion requires a two-thirds majority to pass.

29. A delegate may move for Closure of debate on the item under discussion; whether or not any other delegate has signified his/her desire to speak. Two delegates may speak in favor of the motion and two against, after which time the motion shall be put to an immediate vote. This motion requires a two-thirds majority vote to pass.

30. Agenda items will be considered in the order in which they appear on the agenda, unless that order is altered by the passage of a motion To Change the Order of Consideration of Agenda Items. This motion is only in order during the first session of the conference. Once the agenda has been set, it may not be changed unless the committee is tasked with a crisis by the Council. A majority vote is needed for passage.

31. When discussing an item on the agenda, a delegate may move to Limit Debate. The purpose of this motion is to focus the committee's attention on the topic or individual draft resolution or amendment. Once this motion has passed, debate is limited to introducing and discussing any draft language under that topic. A delegate may also limit debate to a draft language or amendment, meaning all discussion must be relevant to the document at hand. Once limited, debate on a topic or document can be suspended or closed. This motion requires a second and a simple majority.

32. In the Council, a delegate may move to divide the Question, so that parts of a Draft Language or an amendment could be voted on separately. If objection is made to the request for division, the motion shall be voted upon. Permission to speak on the motion shall be accorded to two speakers in favor and two against. If the motion for division is carried, those parts of the proposal shall then be put to a vote as a whole. If all operative parts of the proposal or of the amendment have been rejected, the proposal or the amendment shall be considered to have been rejected as a whole. This motion is only in order in the Council.

33. An Amendment is that which adds to, deletes, or alters part of the Draft Language. Amendments must be submitted in writing to the Chair during the discussion of a Draft Language and must receive his/her approval. The Chair may, at his/her discretion, limit the number of amendments or request delegates to combine similar amendments.

34. Amendments shall be numbered in the order in which they are received. Once the Amendment is introduced, all sponsors of the draft language to which the Amendment pertains must be asked if the Amendment is Friendly or Unfriendly. If the Amendment is deemed Friendly by all Sponsors, then it is automatically adopted into the Draft Language. If the Amendment is deemed unfriendly by any of the Sponsors, then it is dismissed and voted upon by the Committee. The Committee may limit debate to any dismissed Amendment and at the closure of debate on the Amendment, the Amendment will be voted upon by the Committee. Regardless of limitation, all dismissed Amendments must be voted upon by the Committee after the closure of debate on relevant Draft Language.

35. When a proposal has been adopted or rejected it may not be considered at the same session unless approved by a two-thirds majority. Permission to speak on a Motion to Reconsider will be accorded to speakers opposing and favoring the motion.

36. The Chair may accord a Right of Reply in the case of grave personal insult and injury. The offense to which the delegate is responding must occur within formal debate. The right of reply must be submitted in writing to the chair. Upon the chair's approval, the delegate may motion for a right of reply. The time granted for a right of reply is at the Chair's discretion. There may not be a right of reply in response to another delegate's right of reply.

PART VII: VOTING

37. Each member state shall be accorded one vote in the Council and Committees.

38. For the purposes of these Rules the term Members present and voting means members who are voting on substantive issues. The term Members Present means a member may not vote on substantive issues. Members who abstain are considered not voting. Thus, they are not counted in the final total, which changes the majority.

39. All decisions of the Council must be approved unanimously by all members present and voting, with the exception of procedural decisions as noted in these Rules. This unanimity rule applies to both substantive proposals passed by the North Atlantic Council and to the communiques passed by the committees.

40. All substantive decisions of the Committees must be approved by a two-thirds majority of all members present and voting, but with the realization that unanimous consent is desirable.

41. The Council shall only consider the final approval of communiques during the Summit session on Sunday.

42. Approved Committee Communiques are forwarded to the Council for consideration in accordance with Rules 39 and 40.

43. The Chair shall note the time and date of communique approval, and place the communique on the Council's Sunday agenda.

44. Procedural motions shall be voted on in accordance with the relevant parts of the Rules.

45. Immediately prior to a vote, the Chair shall describe to the body the item to be voted on, and shall explain the consequences of a "yes" or a "no" vote. Voting shall begin upon the Chair's declaration "we are in voting procedure," and end when the results of the vote are announced. Once in voting procedure, no delegate shall interrupt the voting except on a point of order concerning the actual conduct of the vote. Following Closure of Debate, and prior to entering voting procedure, the Chair shall pause briefly to allow delegates the opportunity to make any relevant motions. Relevant motions prior to a vote include: Suspension of the Meeting, Adjournment of the Meeting, or Division of the Question.

46. Voting shall normally be carried out by a show of placards, unless a representative requests a Roll Call Vote. Roll call votes take place in English in alphabetical order by nation. This motion only requires multiple seconds.

47. After the Chair has announced the beginning of voting, no delegate may interrupt the vote except on a point of order concerning the voting. Delegates may not communicate with each other at this time, and the chamber shall be sealed, except to members of the Secretariat, the Committee, and the faculty advisors.

48. The term No with rights may be used by members wishing to explain their vote after voting has concluded. This right may be limited by the Chair.

49. A nation may record a formal Reservation if a particular part of a proposal is partially unacceptable to that nation. This reservation is raised at the time of voting and will be formally recorded on the proposal in question.

PART VIII: GENERAL

50. These Rules may be suspended only by unanimous decision of the Council or Committee that so desires.

51. The official language of the sessions is English.

52. Delegates are expected to dress in business attire for the duration of the meetings.

PART IX: AWARDS AND RECOGNITION

53. The following awards shall be given at the closing ceremony of the Model NATO:

- Outstanding Chair Award
- Delegate in Committee Award
- Overall Best Delegate Award

Immediately prior to the adjournment of each Committee or the Council on Saturday, the delegates shall vote for the Delegate in Committee Awards. Each delegate votes for a delegate they believe contributed most to the accomplishments of the committee. Chairs do not vote. There is no ranking on individual ballots. The Outstanding Delegate in Committee Award is appropriate for all committees and the Council except for the Euro-Atlantic Partnership Council.

54. The Awards Committee will consist of a chair responsible for directing the process and ensuring the integrity of its outcome and selected faculty members.