

# GCS Long Form Rules 2015

## Introduction

1. These rules shall be the only rules which apply to all Committees and shall be considered adopted by the Committees prior to its first meeting. Committee Chairs have the right to amend these rules as they see fit.
2. For the purpose of these rules, the Director, Assistant Director (and when applicable the committee Chair) (collectively “the Dais”) and the Director-General are agents and designates of the Secretary-General and are collectively referred to as the “Secretariat”.
3. Interpretations of these rules shall be reserved exclusively to the Secretary-General, and Committee Chairs.

## I. Secretariat

### 1. Secretary-General

- a. *The Secretary-General or their designate shall act in this capacity in all meetings of the Committees.*
- b. *In the event that the Secretary-General is absent during a meeting or any part thereof, they will appoint Director General to take their place.*
  - i. *Upon appointment by the Secretary-General, the Director General shall have the same powers and responsibilities as the Secretary-General until such time as the Secretary-General resumes their role.*
- c. *The Secretary-General, or their representative, may make oral as well as written statements to the Assembly concerning any questions under consideration, or concerning any matter they deem to warrant the Assembly’s attention.*

### 2. Dais

- a. Chair and Assistant Chair (and when applicable, an additional committee Chair) – hereinafter referred to as the Dais - will guide the committee towards productive and relevant discussion of the issue at hand. In the exceptional event that delegates grossly misunderstand the nature of a topic under discussion, the Chair reserves the right to clarify the issue him or herself, and thus redirect the committee towards more fruitful discussion.
- b. The Dais shall be appointed by the Secretary-General and Director-General.
- c. The Dais shall chair for the duration of the conference, unless otherwise decided by the Director-General or Secretary-General.
- d. In the event a position a vacancy occurs, the Secretary-General will have the authority to appoint a replacement.
- e. The Secretary-General may dismiss any member of the Secretariat and staff.
- f. All substantive questions will be directed towards the Dais
- g. The Dais will facilitate orderly and effective proceedings by guiding the committee through procedural matters that include but are not limited to the opening and closing of each committee session, ensure the observance of the rules, according speaking rights, putting questions to vote and announcing decisions of such votes.
- h. The Dais will rule on points of order.
- i. The Dais may, in the course of discussion of an item, propose to the Committee the limitations of the time to be allowed to speakers, the limitation of the

number of times each delegation may speak, the closure of the speakers list, or the closure of debate.

### 3. Point of Notice

- a. The Directors may intervene at any point and issue a Point of Notice to a member who is clearly and persistently out of order.
- b. Members being :
  - i. First Point of Notice: At the discretion of the Dais, the member will lose his or her speaking rights for an hour.
  - ii. Second Point of Notice: At the discretion of the Dais, the member will lose his or her speaking rights for the remainder of the session.
  - iii. Third Point of Notice: At the discretion of the Dais, the member will lose his or her speaking rights for the rest of the day.
- c. A delegate receiving a Point of Notice retains his or her voting rights.

### 4. Censure

- a. In the exceptionally unusual event that a member has persistently and grossly misrepresented the policy of its country or interests of its organization to the point of grave distortion, a delegate may ask the Directors to censure that member. The misrepresentation must have been in the form of speeches or votes on substantive matters; votes on procedural matters are not to be considered for this purpose.
- b. Any motion for censure must be made in writing to the Dais, which will rule on whether or not the motion is in order.
- c. The Director will allow two speakers for and two speakers against the motion, and the motion requires a two-thirds majority to pass.
- d. The penalty for censure is loss of speaking and voting rights in the Committee for the rest of the session.
- e. At the discretion of the Secretary-General, a member's second censure results in the expulsion from the Committee for the duration of the Conference.
- f. A delegate should not ask for Censure based on political or personal reasons, and doing so may result in disciplinary action on the part of the Dais.

## II. Conduct of Business

### 1. Agenda

#### a. Provisional Agenda

- i. The provisional agenda for the committees shall be drawn up by the Committee Chairs seven days before the opening of the session, so as to emulate the short term nature of crisis committees.

#### b. Adoption of the Agenda

- i. The order of the agenda shall be determined by a majority vote of those present and voting.
  1. Adopting the agenda is deemed a procedural vote and as such, observers deemed present and voting are allowed to cast a vote. As with all procedural votes, abstaining is not permitted.  
*For the purpose of the rules in Section II (Conduct of Business) "present and voting" mean those delegates, including*



*observers, in attendance at the meeting during which this motion comes to a vote.*

- ii. The complete agenda order must be adopted as part of a single motion, subject to a single procedural vote.

## 2. Quorum

### a. Quorum for plenary meetings

- i. For the purpose of this rule, “committee members” means the total number of members (not including observers) in attendance at the first meeting of the conference.
- ii. The Dais of the Main Committees may declare the meeting open and permit debate to proceed when a quorum 1/3 of the Committee members are present.
- iii. The presence of a simple majority of members of the committee (unless otherwise indicated in a rule addendum) shall be required for any decision to be taken.

## 3. Points and Motions

### a. Order of Motions

- i. The order of precedence of motions shall be the order that the motions are listed in the short form rules. If there are multiple motions of the same type, they will be considered in the order in which they were received by the Dais, except as otherwise indicated within these rules.

### b. Point of Order

- i. Points of Order can be raised to submit a complaint of improper procedure by the Dais.
- ii. Points of order should not interrupt the speech of a fellow representative. Any questions arising during a speech made by the representative should be raised at the conclusions of the speech or be addressed by the Dais during the speech.
- iii. A point of order shall be discussed by the Dais and ruled upon immediately in accordance with these rules.
- iv. The decision of the chair on a point of order may be appealed. It will immediately be put to a vote and will only pass with 2/3 of the committee’s approval.
  1. A successful challenge of the chair reverses the decision on the point of order.

### c. Point of Information

- i. A member may rise to ask the Dais a Point of Information during the discussion of any manner when the floor is open.
- ii. This point may not interrupt a speaker.
- iii. A Point of Information may pertain to procedural matters of the committee, substantive matters dealing with the question before the body, but may not pertain to a speech that representatives has made.

### d. Suspension of the Meeting

- i. During the discussion of any matter, a representative may move or a suspension of the meeting, specifying a time for reconvening. This will require a simple majority to pass.
  1. Unless ruled out of order by the Dais, this motion shall proceed



to an immediate vote, following the order of precedence, and requires a simple majority to pass.

2. The Member making the motion must specify a time limit, not to exceed 40 minutes.
  3. Moderated Debate
    - a. A delegate may move for suspension of the meeting for a debate moderated, which is moderated by the Dais. The delegate must specify a time limit for the debate, not to exceed thirty minutes, and a speaking time.
    - b. Speakers will be recognized at the discretion of the Dais.
  4. Unmoderated Debate
    - a. Motions for a suspension of the meeting for a unmoderated debate shall be debated and be immediately put to vote, following order of precedence, and requiring a simple majority to pass.
    - b. During unmoderated debate, the Dais will open the floor to all members to discuss an issue pertaining to the agenda.
    - c. No Speakers List shall be taken for an unmoderated caucus.
- ii. If there are multiple motions for a suspension of the debate, the order in which they are received is the order they will be voted.
- e. **Adjournment of the Session**
- i. The adjournment of the Session suspends all committee functions for the duration of the Conference.
  - ii. The Dais may rule such motions out of order; these decisions shall not be subject to appeal.
  - iii. A motion to adjourn the meeting requires two (2) speakers for and two (2) speakers against. The motion shall be put to vote immediately following the Speakers comments and shall require a majority to pass.
  - iv. A motion to adjourn shall be out of order prior to the last quarter of the last committee.
- f. **Adjournment of Debate**
- i. The committee may adjourn debate of an agenda item.
  - ii. Adjourning the agenda item requires a roll call vote and a majority of members present and voting to pass.
  - iii. Any working papers or draft resolutions that had been received by the Dais will be preserved.
- g. **Closure of Debate**
- i. A delegate may at any time move for the closure of debate on the item under discussion.
  - ii. Permission to speak on the closure of debate shall be accorded only to two (2) speakers opposing the closure, after which the motion shall be immediately put to a vote.
  - iii. Closure of the debate shall require two-thirds (2/3) majority of the members present and voting.



*For the purpose of this rule, “present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

- iv. If the committee favours closure of debate, the committee shall immediately move to vote on all proposals introduced under that item of discussion.

#### **4. Right of Reply**

- a. If a delegate feels that another delegate has impugned his or her personal, national or organizational dignity or has said a gross misstatement of fact regarding another representative’s State, the delegate may request a right of reply.
- b. A Right of Reply must be received and approved by the Dais in writing before the reply is presented formally to the committee.
- c. Replies must deal solely with the original statement.
- d. A right of reply to a reply is out of order.

#### **5. Flow of Debate**

##### **a. Speakers List**

- i. The ongoing basis for the Committee proceedings shall be the Primary Speakers List.
- ii. Speeches given through the speakers list must pertain to the topic.
- iii. If the Speakers List is not finished in a previous session, it will carry over into the next session.
- iv. Unless the Dais specifies otherwise, delegates can only be added to the Speakers List by submitting a written request to the Dais via a page.
- v. Members may only be on the list of speakers once at a given time, but may be added again after having spoken.

##### **b. Forms of Speech**

- i. Delegates may use flow charts, business models, videos or other mediums to communicate their point. For example, a CFO may use a financial model to justify the transaction for a given project.
- ii. All multimedia should be sent to the Dais through a USB pen drive or a hard disk. Transmission over the internet is not permitted for security reasons.

##### **c. Closing the Speakers List**

- i. At any point during the discussion, a representative may move to close the Speakers List.
- ii. This motion will be put to a vote and requires a simple majority of members present and voting.
- iii. If this motion passes, the list will be closed. Debate will continue until the end of the list.
- iv. Upon the exhaustion of the Speakers List, the committee will move into voting bloc.

##### **d. Reopening the Speakers List**

- i. This requires a motion from a representative and requires a simple majority to pass.

##### **e. Time Limit on Speeches**

- i. Once such a motion to set the speaking time has been made, the



Committee will put it to a vote and requires a simple majority to pass and will take effect immediately if successful.

- ii. When debate is limited and a delegate exceeds his or her allotted time, the Dais will call the delegate to order without delay.

**f. Withdrawal of Motions**

- i. A motion may be withdrawn by the delegate that put forth the motion by raising their placard and being recognized by the dais.

**6. Working Papers**

- a. Delegates may propose working papers for the committee's consideration. Working papers are intended to aid the committee in its discussion and formulation of The Action Plan.
- b. Working papers cannot be directly referenced during formal debate.

**7. The Action Plan**

- a. The goal of the committee is not to create factions but for all members to reach consensus on all points raised and finally draft The Action Plan with consensus.
- b. The Action Plan will be in a form of a memorandum that contains financial projections, actionable directives, signed partnerships between sectors and a timeline.
- c. There must be a minimum of two sponsors.
- d. Sponsors and signatories must equal a minimum of one-fifth (1/5) of the members present and voting at the opening of the first committee meeting of the day as determined by the Dais.
- e. Signatories are Stake Holders that consent to the draft resolution being debated, but have no rights or obligations associated with the draft resolutions.
- f. Sponsors are Stake holders that support the full action plan.
- g. Once approved and coded action plan will be distributed to the delegations in the meeting.
- h. The Action plan will be voted on in the order they are approved by the Dais.
- i. The Dais must approve working papers to become The Action Plan.

**8. Amendments**

- a. An amendment can add, amend, or delete operative clauses, but cannot in any manner add, amend, delete, or otherwise affect perambulatory clauses.
- b. Friendly Amendments
  - i. If an amendment to a draft resolution has the approval of the original sponsors and the Dais, the amendment will be automatically incorporated into the resolution upon introduction to the committee
  - ii. Amendments to amendments are out of order.
- c. Unfriendly Amendments
  - i. If an amendment to a draft resolution presented does not have the approval of all the original sponsors, the amendment requires the signature of one-fifth (1/5) of the committee members to be considered by the committee.
  - ii. The amendment must be approved by the Dais, coded, copied, and distributed before it is introduced.
  - iii. Upon introduction of an unfriendly amendment during voting bloc, the Dais will immediately take two speakers for the amendment and two speakers against.



- iv. The Dais will impose a 15 second time limit without committee approval.
- v. After the committee has heard from the four speakers, the committee votes on the amendment. The amendment requires a majority to be added to the draft resolution.
- vi. The Dais can limit the number of amendments to a resolution or may recommend that the sponsors of various amendments caucus for the purpose of consolidation.
- vii. The Dais may rule any amendment out of order if, in his or her opinion, it drastically alters the clear intent of the resolution.
  - 1. This decision will not be debated by the committee and is a final decision.

### III. Voting

#### 1. Methods of Voting

- a. All matters shall be voted upon by acclamation unless there is an objection. If there is an objection, the committee will vote with a show of placards, except in the case of a roll call vote.
- b. Once voting procedure begins, delegates outside the chamber will not be allowed to vote.

#### 2. Voting Conduct

- a. After the Dais has announced the commencement of voting, no representatives shall interrupt the voting except for a point of order, point of information, Appeal of the Chair, Division of the Question, adoption by acclamation, vote by placard, and roll call vote in connection with the actual process of voting. No communication of any variety shall take place between representatives during voting procedure.
- b. The Dais will ask the committee whether there are any objections to adopting the draft resolution by acclamation.

#### 3. Voting Rights

- a. Each delegate present shall have one vote.
- b. Delegates who are present and present & voting both have equal votes.
- c. During substantial voting:
  - i. Delegates "present" may abstain.
  - ii. Delegates "present & voting" may not abstain.
- d. If a delegate is absent during roll call, they must send a note to the Dais informing them of the representative's voting status prior to entering voting bloc.

#### 4. Majority Vote

- a. The presence of two-thirds of the committee members is required for a vote to be taken.
- b. A decision requires a simple majority of members present or present & voting to vote in the affirmative.

#### 5. Roll Call Voting

- a. After debate is closed, any delegate may request a roll call vote.
- b. A motion for a roll call vote is in order only for substantive motions.
- c. In a roll call vote, the Dais shall call the roll in alphabetical order.



- i. Delegates may vote:
  1. Yes
  2. No
  3. Abstain
  4. Pass
- ii. Delegates who pass in the first round of roll call must vote yes or no second round.
- iii. Sponsors who change their vote to no due to an unfriendly amendment may vote with rights. Following the vote, Sponsors who voted in the negative will be allowed to explain their change of vote; there will be a 15 second speaking time.
- d.** Abstentions are non-votes and are not included in the tally when determining the passage of a resolution.