



# NASHIK SPHERE

# RULES OF PROCEDURE

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## 1. General Rules Of Debate-

- **Chair's Decisions:**

All rulings made by the Chair are binding unless overturned by the Secretariat. **Speaking Privileges:** Only the Secretariat, Chair, recognized delegates, or the current speaker may address the Committee.

- **Chair's Authority:**

The Chair holds the right to modify speaking durations, limit speaker numbers, and dismiss motions deemed disruptive.

- **Rule Amendments:**

Any changes to procedural rules or debate order must be approved by the Chair or Secretariat.

- **Communication Etiquette:**

Delegates may not engage in direct dialogue. All communication must occur via the Chair or through note-passing.

- **Code of Conduct:**

Delegates must adhere to the Nashik Sphere's Code of Conduct. Breaches may result in disciplinary measures to maintain a safe and respectful environment during the conference.

## 2. Agenda

- The agenda outlines the primary topic of discussion within the Committee. It is determined by the Secretariat and Student Officers.
- In Committees with a single agenda, motions to set the will be out of order.

## 3. Roll Call-

- Roll call is conducted at the start of each session by the Chair. Delegates must respond with either “present” or “present and voting”:
  - **Present:** Delegate is present and may abstain from substantive votes.
  - **Present and Voting:** Delegate is present and must vote on all substantive matters.
- Delegates are called alphabetically.
- A quorum is established when two-thirds of delegates are present.
- If quorum is not met, the Chair will notify the Secretariat.
- Delegates who declare “present and voting” on Day 1 must maintain that status on Day 2.

#### 4. General Speakers List [GSL]-

- All delegates must deliver a concise speech during formal debate, limited to 90 seconds.
- Speeches should reflect national or character perspectives of the nation and propose solutions.
- If a delegate finishes early, they may yield the remaining time.

#### 5. Yielding Time-

Delegates may yield unused time in the following ways (subject to Chair’s discretion):

**To the Chair** – Remaining time is returned.

1. **To Questions** – Points of Information may be entertained.
2. **To Another Delegate** – Requires prior agreement and at least 10 seconds remaining.

#### 6. Speaker’s List-

- The speaker’s list serves as the default speaking order unless superseded by motions or points. Unlimited entries allowed, but each country may appear only once at a time.
- Delegates may join the list anytime by raising their placard and notifying the Chair.
- Each speaker is allotted 90 seconds unless otherwise specified. Unused time may be yielded.

#### 7. Informal Debate-

- **Moderated Caucus:** The moderated caucus temporarily suspends the Speakers’ List. It is a form of debate where delegates are allowed to narrow the scope of debate and focus on different subtopics in more depth. There is no speakers list and delegates raise their placards to be recognized and called upon by the chair.
- **Unmoderated Caucus:** An Unmoderated Caucus is a free-form discussion period. Delegates may move around, collaborate, and draft resolutions and conduct research for further discussions.

#### 8. Voting-

Two types of voting procedures will be recognized by the Chairs:

- Procedural votes
- Substantive votes

Two types of majority votes are recognised-

- Simple Majority: Requires more than half of votes in favor.
- Supermajority: Requires more than two-thirds of votes in favor.

Procedural Votes:

- Motion to Set the Agenda
- Motion to Suspend the Rules
- Motion to Adjourn the Session/Meeting
- Motion to Extend Speaking Time
- Motion for an Unmoderated Caucus
- Motion for a Moderated Caucus
- Motion to Introduce a Draft Resolution
- Motion to Introduce a Draft Amendment
- Motion to Table Debate on Resolution/Amendment
- Motion to Resume Debate on Resolution/Amendment
- Motion to Close Debate

Substantive Votes:

- Draft Resolutions
- Draft Amendments

Delegates who declared "present and voting" during roll call

must vote and cannot abstain.

## 9. Right of Reply-

- Delegates may request a Right of Reply if their national or personal integrity is challenged.
- Upon Chair's approval, the delegate may speak for 30 seconds.
- The accused delegate may respond at the Chair's discretion.

## 10. Points-

- **Point of Personal Privilege** – Raised for personal discomfort; may interrupt only if the speaker is inaudible.
- **Point of Order** – Raised for procedural violations; may interrupt if speech is procedurally incorrect.
- **Point of Parliamentary Inquiry** – Used to seek clarification on rules; cannot interrupt.
- **Point of Information** – Used to ask content-related questions during open floor or Speakers' List.

## 11. Motions-

### **Motion to Extend Speaking Time**

- Purpose: To increase the default speaking time (90 seconds).
- Requirements:
  - Must specify the proposed duration.
  - Requires a **Supermajority** procedural vote.
- If passed, all subsequent speeches follow the new time limit.

- If rejected, the Committee continues with the original time.

### **Motion for a Moderated Caucus**

- Purpose: To focus debate on a specific subtopic.
- Requirements:
  - Must include the topic, total duration, and individual speaking time.
  - Requires a **Simple Majority** procedural vote.
- General Speakers' List is suspended.
- Delegates raise placards to be recognized.
- No yielding of time is permitted.
- Maximum duration: Subject to Chair's discretion.

### **Motion for an Unmoderated Caucus**

- Purpose: To allow informal discussion, bloc formation, and resolution drafting.
- Requirements:
  - Must specify the topic and total duration.
  - Requires a **Simple Majority** procedural vote.
- Delegates may move freely and collaborate.
- Maximum duration: Subject to Chair's discretion.

### **Motion to Introduce a Draft Resolution**

- Purpose: To formally present a resolution for Committee debate.
- Requirements:
  - Must have one-third of quorum as signatories.
  - Requires a **Simple Majority** procedural vote.
- The main submitter reads operative clauses and delivers a **5-minute authorship speech**.
- Points of Clarification may follow.
- Points of Information may be raised or time may be yielded.

### **Motion to Introduce an Amendment**

- Purpose: To propose changes to a resolution.
- Requirements:
  - Must specify whether the amendment is to **Add, Modify, or Strike** content.
  - Requires Chair's approval and a **Simple Majority** procedural vote.
- Proposer reads the amendment and delivers an **authorship speech**.
- Points of Clarification (except for Strike amendments) and Points of Information may follow.
- Only one amendment may be debated at a time.
- Second-degree amendments are not permitted.

### **Motion to Table Debate**

- Purpose: To temporarily suspend discussion on a resolution, amendment, or agenda item.
- Requirements:
  - The chair entertains **two speakers in favor** and **two against**.
  - Requires a **Supermajority** procedural vote.
- If passed, the Committee moves to a new substantive item.

## Motion to Resume Debate

- Purpose: To return to a previously tabled item.
- Requirements:
  - The chair entertains **two speakers in favor** and **two against**.
  - Requires a **Simple Majority** procedural vote.
- Debate resumes on the previously tabled item.

## Motion to Close Debate

- Purpose: To end discussion and proceed to voting.
- Requirements:
  - The chair entertains **two speakers against** the motion.
  - Requires a **Supermajority** procedural vote.
- If passed, the Committee immediately enters voting procedure on the item.

## Motion to Adjourn the Meeting

- Purpose: To end the current session.
- Requirements:
  - Must specify the time of resumption (unless it's the final session).
  - Requires a **Simple Majority** procedural vote.
- The meeting is adjourned as per the specified time.

## Motion to Suspend the Rules

- Purpose: To temporarily override specific procedural rules due to exceptional circumstances.
- Requirements:
  - Must specify the rule to be suspended, the reason, and the duration.
  - Requires **Secretariat approval** and a **Supermajority** procedural vote.
- If approved, the specified rule is suspended for the stated duration

## 12. Resolution-

- After thorough debate, delegates compile ideas into a draft resolution. It must include:
  - **Sponsors, Signatories**, and a **Author**
  - At least one-third of quorum as signatories for approval
- The main Author delivers the authorship speech.
- Signatories need not support the resolution—only enable debate.
- Drafts are submitted to the Chair for review and edits before formal introduction.

## 13. Amendments-

- Amendments are changes proposed after all draft resolutions are introduced.
- Types:
  - **Add** – Introduce new content, clauses or sub clauses.
  - **Modify** – Revise existing texts and add suitable changes.

- **Strike** – Remove content from the resolution that is generally discouraged due to their unconstructive nature.
- Amendments must be submitted by raising placards and stating the amendment.
- Categories:
- **Friendly** – All sponsors agree; automatically adopted.
- **Unfriendly** – At least one sponsor disagrees; requires a vote.

#### **14. Order Of Precedance-**

- Point of Personal Privilege Point of Order
- Point of Inquiry
- Motion to Set the Agenda
- Motion to Suspend the Rules
- Motion to Adjourn the Session/Meeting
- Motion to Modify the Speaking Time
- Motion for an Unmoderated Caucus
- Motion for a Moderated Caucus
- Motion to Introduce a Draft Resolution
- Motion to Introduce a Draft Amendment
- Motion to Table Debate on Resolution/Amendment
- Motion to Resume Debate on Resolution/Amendment
- Motion to Close Debate on the Resolution/Amendment