



2022 北京国际模拟联合国大会
Beijing International Model United Nations 2022

Beijing Rules of Procedure

Paper-Oriented

Version: P0v5.0-English

Contents

| | |
|--|----|
| I. General Rules..... | 3 |
| II. Speeches..... | 7 |
| III. Motions and Points..... | 9 |
| IV. Agenda..... | 11 |
| V. Substantive Papers..... | 13 |
| VI. Meetings..... | 16 |
| VII. Conference Procedure..... | 19 |
| APPENDIX I: SAMPLE DRAFT RESOLUTION..... | 25 |
| APPENDIX II: SAMPLE AMENDMENT..... | 28 |
| APPENDIX III: SAMPLE PROVISIONAL AGENDA..... | 29 |
| APPENDIX IV: SAMPLE SUPPLEMENTARY ITEM..... | 30 |

I. General Rules

1. Beijing Rules of Procedure (Paper-Oriented) is drafted by the Editorial Board of Beijing Rules of Procedure, approved and released by China Foreign Affairs University Model United Nations Association (CFAUMUNA), binding all Directors, Delegates, Observers and other conference participants that are related and regulated by this Rules of Procedure (RoP). Beijing International Model United Nations (BIMUN) and other authorised conferences shall abide by Beijing Rules of Procedure. The Secretariat of CFAUMUNA reserves the final right to account for or revise this RoP.
2. The Secretariat is the organizer of the Model United Nations (MUN) Conference, who shall appoint the Directors of Committees and provide support to the Directors and Delegates to ensure a successful conference.
3. The Chair shall exercise the rights of implementing RoP and adjudicating relevant issues, as well as supervising the process of the conference, chairing, initiating voting procedure and adjudicating procedural issues. Appointed by the Secretariat, the Directors are the conference's neutral moderators by default. In addition to exercising the rights conferred by the provisions of RoP, the Chair shall ensure compliance with RoP, allow speeches, put matters to vote and announce decisions. Except for proposing an appeal, any conference participant should not oppose the Chair's decisions in any form in the conference, as the Chair is responsible for implementing and arbitrating RoP. Should delegates, observers and other conference participants have any discontent irrelevant to the RoP, they shall lodge complaints to the Secretariat directly.

4. Generally, the formal participant of the conference is addressed as "Delegate," which may take the form of "Delegate of Member State," "Delegate of Observer State" or "Delegate of International Organisation," while the authorised spectator is addressed as "Observer." In this RoP, "Delegate" refers to the official delegate who has the full rights to speak, motion, vote and join Draft Resolutions as a main submitter or co-submitter. "Delegate of Observer State" shall only have the rights to speak, vote on procedural matters, second motions and join Draft Resolutions as a co-submitter. "Delegate of International Organisation" shall only have the rights to speak, and is not permitted to motion, vote or join Draft Resolutions in any form. Delegates without the full rights of conference participation due to the identity of their representing sides should have their rights clarified by the Directors and approved by the Secretariat before the commencement of the conference with reference to international law, international precedents and conference circumstances.
5. Before the first session starts, all Delegates, Observers and other participants are required to check in at the Secretariat, confirm their committees as well as their identities, and claim their name tags. The name tag serves as the only permit for a full entry during sessions.
6. The Directors, together with the Secretariat, should jointly confirm the number of delegates who have completed all the registration procedures. Delegates who have signed up and did not report the absence before the first session starts should also be on the roll call list. **An absolute majority** of delegates present are enough to make a quorum. Before officially commencing a session, the Chair should first proceed with a roll call to confirm the attendance. The conference can proceed without the quorum being made, but cannot vote on substantive motions. Voting on substantive motions can proceed as long as the quorum is present, without the total number of votes making a quorum.
7. The Secretariat and Directors are entitled to require delegates to hand in conference paper(s) by a designated time, and to limit the rights of those who fail to comply with it by partially or fully restricting their rights to speak or raise a motion, suspending distribution of their placards and name tags.

8. All the participants are required to use the official language of their committees or to provide a qualified text translation when they deliver a speech in a non-official language.
9. Meetings can be categorized into closed-door sessions and open sessions. Closed-door sessions refer to those that are not open to delegates from other committees. In general, delegates from other committees may not attend this session unless they are invited. After the closed-door meeting begins, uninvited personnel must leave the venue immediately and delegates of this committee can also leave the venue for personal reasons. Closed-door sessions are not required to publish conference briefing, and no individual shall publicize the specific speech contents in the meeting.
10. All conference participants should follow the rules of etiquette of the MUN Conference, including but not limited to:
 - a. No alcohol or drugs before or during sessions;
 - b. Do not damage or pose threats to public facilities or properties of others;
 - c. No personal attacks, insults, or any other forms of improper behaviours that are intended to do harm to others;
 - d. Be in a formal suit during sessions;
 - e. Do not directly call the Chair or other delegates by their names;
 - f. Do not address a speech to certain delegates on the floor, if not approved by the Chair.
 - g. Do not speak if not in order.
11. Delegates may be warned, publicly criticised or dismissed permanently as is decided by the Directors and approved by the Secretariat, or face other punishments according to laws and regulations.
12. The Directors have the right to regulate the use of electronic equipment in the venue, including laptops, tablets and mobile phones. The use of electronic equipment amid informal meetings or Recesses is generally permitted.

13. Delegates shall attend each session on time. Delegates who fail to respond during the roll-call phase shall report to the Chair for attendance by appropriate means during the session.
14. Delegates shall inform the Chair by appropriate means when they are absent or leave the venue for any reason, and the Chair shall adjust the state of attendance of the delegates in time.
15. In case of any discrepancy, the Chinese version of this RoP (Paper-Oriented) shall prevail.

II. Speeches

16. Speeches

No delegate shall address the committee without having obtained permission from the Chair. The order of speech shall be determined by the Chair. If a delegate's remarks are not relevant to the subject on the table, the Chair should call the speaker to order.

17. Time Limit on Speeches

The Chair may limit the speaking time of each speaker and the number of times each delegate may speak on any question. The default time for every speech is **2 minutes** unless otherwise specified. When the time is exhausted and a delegate is to exceed his or her allotted time, the Chair shall allow the delegate to finish the speech with one more complete sentence, but such right must not be abused by either delegates or the Chair. The Chair reserves the right to interrupt delegates when necessary. Delegates may raise a motion to change the time limit on speeches, which requires an absolute majority to pass.

18. Yields

Speakers may yield the floor to another delegate after finishing the speech unless the remaining time is less than **30 seconds**. The delegate, to whom the time is yielded, reserves the right to decide whether to take the floor or not, and shall not yield the time to a third delegate.

19. Right of Reply

A delegate whose personal integrity or represented entity has been insulted by another delegate may request a right of reply. A right of reply could result in an immediate suspension of the ongoing speech. The Chair's decision on whether to grant the right of reply is not open to appeal. If the request for a right of reply is not granted, the previous speech will resume. Otherwise, the Chair shall give the floor to the delegate who made the request and determine an appropriate time limit for the reply. A right of reply to a right of reply is out of order.

20. Points of Information

A Point of Information is a legitimate question on Call for Actions, Draft Resolutions and Amendments. Delegates may raise Points of Information concerning the whole Call for Action after **Introductory Head-up Meeting**, or ask Points of Information upon the specific clause or chapter of the Draft Resolution the Chair announced to review. Delegates should raise their placards for Points of Information and ask questions after the Chair approves. Any delegate who belongs to the party being questioned can accept the request for Points of Information by raising his or her placard, and the delegate who raises the Point of Information shall choose whom to answer the question. In general, questions upon the same clause or chapter shall not exceed three. The party being questioned may declare that they refuse to comment. A Point of Information shall be **within 30 seconds** and the response shall be **within 60 seconds**. The delegate who raises a Point of Information may decide whether to ask a follow-up question, the time limit of which shall be the same as that of a Point of Information. Only one follow-up question may be asked under the approval of the Chair. The time limit of a Point of Information is decided by the Chair, who also reserves the right to rule out irrelevant Points of Information to a substantive matter or to stop taking Points of Information.

III. Motions and Points

21. Motions

Motions shall be raised by delegates to facilitate the conference procedure. Generally, a Motion should be passed by a vote; however, the Chair may directly pass or reject the motion on the floor based on their judgment of the collective opinion of the committee. Delegates shall be granted the right to appeal against the adjudication.

22. Proposal and Withdrawal of Motions

Delegates may raise their placards to motion at any time approved by the Chair and the Chair should respond in a timely manner. Delegates shall state the type and the content of the motion. A vote will be initiated immediately after a motion is raised. A motion usually requires **a simple majority** to pass. The proposer reserves the right to withdraw the motion. The withdrawn motion may be reintroduced by another delegate.

23. Points of Order

During the discussion of any matter, a delegate may raise a Point of Order to point out conducts in breach of the RoP and provide advice for correction. The Chair should respond to the Point of Order in accordance with the RoP. Delegates may appeal against the ruling of the Chair on a Point of Order. If there should be ambiguity in the RoP that leads to procedural conflicts, the Chair shall put it to a vote.

24. Points of Personal Privilege

A delegate may raise a Point of Personal Privilege at any time when he or she experiences personal inconvenience that stops him or her from participating in the conference. The Chair shall respond to the point or submit it to the Secretariat for further discussion and decision. A Point of Personal Privilege may interrupt a speaker in times of emergency. Delegates should only do so with the utmost discretion.

25. Points of Parliamentary Inquiry

A delegate may raise a Point of Parliamentary Inquiry to the Chair for a clarification of the procedural matters regarding the RoP. Delegates with substantive inquiries must not raise Points of Parliamentary Inquiry and a Point of Parliamentary Inquiry must never interrupt a speech. The Chair shall not express personal opinions on substantive matters.

26. Appeals

A delegate may appeal against the ruling of the Chair and introduce the reasons for this appeal. The committee will directly vote on the appeal and **an absolute majority** is required to pass the motion to reverse the ruling of the Chair. An appeal should not be directed at the Directors or altering this RoP. The Secretariat and the Editorial Board of Beijing Rules of Procedure reserve the right to express opinions on the appeal.

IV. Agenda

27. Agenda

Agenda is the normative document that decides the topics of the conference and establishes the order in which Agenda Items are taken up during the conference.

28. Provisional Agenda

Before the conference, the Directors shall release a Provisional Agenda, which includes issues that the Directors deem necessary for discussion.

29. Draft Agenda

After the Provisional Agenda was released, Delegates may request the inclusion of Supplementary Items on issues that they deem necessary for discussion but were excluded from the Provisional Agenda. The Directors should keep a record of all Supplementary Items submitted and reserve the right to decide whether to include them or not. Based on the Provisional Agenda and the accepted Supplementary Items, the Directors shall release a Draft Agenda before the conference. Supplementary Items turned down by the Directors can be reintroduced as Amendments during the Adoption of Agenda.

30. Adoption of Agenda and Draft Resolutions

The **Adoption of the Agenda** shall take place at the beginning of the conference, during which the Chair shall open the floor and ask for Amendments. Delegates may introduce Amendments to the Draft Agenda to the committee. It needs **a tenth** of the quorum to second. The Chair shall invite at most four delegates to join the debate during which delegates for and against the Amendment shall take turns to speak. It requires **an absolute majority vote** to pass. Once the Amendment is passed, the Draft Agenda will be amended automatically. The committee can accept at most three Amendments. Delegates may motion to change the order of discussion over the Agenda Items, and this motion requires **an absolute majority** to pass. When there are no Amendments on the floor, the Chair shall announce the adoption of the Agenda. Once adopted, the Agenda will take effect as part of the Resolution of the committee. Draft Resolutions shall be introduced in conformity with the Agenda Items set by the adopted Agenda. The Chair reserves the right to rule Draft Resolutions in breach of the Agenda out of order.

31. Proceed with the Next Agenda Item and Addenda

When the discussion on one Agenda Item is concluded, Delegates may motion to proceed with the next Agenda Item. When all the items on the Agenda have been concluded, the Chair shall open the floor for Addenda. Delegates may submit Addenda which introduces new Supplementary Agenda Items to the committee. Once approved by the Chair, the Addenda will be put to vote immediately in the sequence of submission. It requires **a simple majority vote** to pass. When an Addendum is passed by the committee, other Addenda will automatically become invalid.

V. Substantive Papers

32. Substantive Papers

Substantive papers refer to the written papers submitted by the delegations to resolve the problems based on the topic of the conference without contradicting the positions of their country. Substantive Papers include Call for Actions, Draft Resolutions, and Amendments.

33. Call for Actions

Delegates shall submit all the Call for Actions concerning each Agenda Item before the formal sessions of the conference commence. Call for Actions serve as the foundation of the Draft Resolutions, and shall embody the submitters' stance, review past actions, and propose specific actions to be further discussed at the conference.

- a. A Call for Action shall begin with the committee as its subject, present preambulatory and operative clauses from the committee's perspective, and take into account the overall interests of member states.
- b. A Call for Action shall consist of more than **a fifth** of the total delegations on the committee as submitters. There is no co-submitter to any Call for Action. Under each Agenda Item, every delegation shall be included as submitters of one and only one Call for Action.
- c. The format and requirements of the Call for Action shall be decided by the Secretariat of the conference and shall be consistent with the RoP.

34. Document Queue

After an agenda begins, the Directors shall examine the Draft Resolutions and Amendments after receiving them. If the document is in order, the Directors shall number it and add it to the **Document Queue**, meaning that this document has been officially received by the committee.

35. Draft Resolutions

Draft Resolutions are the foundation of the committee's final outcome and shall represent member states' consensus on a specific Agenda Item. Delegates who drafted the Draft Resolution are the main submitters, while delegates who deem the Draft Resolution worthy of discussion can be recognised as co-submitters.

- a. The submitters (including main submitters and co-submitters) of a Draft Resolution shall consist of more than **30 percent** of the total delegations on the committee. There are no restrictions on the ratio of main submitters to co-submitters of each Draft Resolution.
- b. Under each Agenda Item, the main submitters of a Draft Resolution shall not be the main submitters of any other Draft Resolutions; however, they are free to join other Draft Resolutions as co-submitters.
- c. More than one Draft Resolution can be adopted under each Agenda Item, but the content of the adopted Draft Resolutions shall not contradict each other.

36. Amendments

An amendment is a proposal that adds to, deletes from, or revises parts of a Draft Resolution to improve the Draft Resolution, making it in the interest of more delegations through modification.

- a. An amendment requires no less than **one-tenth** of the total delegations on the committee as submitters. There are no restrictions on the number of main submitters of an amendment or the proportion of main submitters to total submitters.
- b. Amendments are deemed out of order when they are irrelevant to the Draft Resolution.

37. Friendly Amendments and Unfriendly Amendments

Amendments can be divided into Friendly Amendments and Unfriendly Amendments:

- a. A Friendly Amendment is the modification to the Draft Resolution that all submitters agree with, which should be introduced after being approved by the Chair, and can be incorporated into the document with no need to vote.
- b. An Unfriendly Amendment is an amendment submitted by any member of the committee, but not agreed upon by all submitters of the Draft Resolution. It can be introduced and discussed under the Chair's approval. An Unfriendly Amendment cannot be voted by paragraph, and requires the approval of **an absolute majority** to pass.

VI. Meetings

38. Meetings

The meetings of a conference can be divided into formal meetings and informal meetings:

- a. Formal meetings include the **Head-up Meeting** and the **Head-down Meeting**.

During formal meetings, debates and negotiations shall be moderated by the Chair in accordance with the RoP, and speeches shall be delivered with the Chair's approval.

- b. Informal meetings are also known as **Free Lobbies**. During informal meetings, delegates are free to move about in the assembly room and conduct unmoderated negotiations, and to submit substantive papers (including Draft Resolutions and Amendments) under the Agenda Item being currently discussed.

39. Head-up Meeting

A **Head-up Meeting** provides the committee with plenary and moderated debates, for the formation and coordination of different blocs, the arrangement over the current situation, and breaking deadlocks. A Head-up Meeting can be conducted in two different forms:

- a. The **Introductory Head-up Meeting** automatically commences at the beginning of the discussion on each Agenda Item and before the Free Lobby. During the Introductory Head-up Meeting, delegates may present and introduce their submitted Call for Actions to the committee. Points of Information are in order. The total time of an **Introductory Head-up Meeting** shall not exceed **30 minutes**, and the single introduction of each proposal shall not exceed **4 minutes**. The Chair may adjust the total time of formal statements, the speaking time of each delegate and the number of Points of Information when he or she deems necessary.
- b. The **Thematic Head-up Meeting** is generally proposed by delegates or the Chair during the informal meetings and requires a **simple majority** to commence. Points of Information are not in order during a **Thematic Head-up Meeting**. A motion for **Thematic Head-up Meeting** shall comprise a desired total time and an explicit topic as its theme. The theme of a **Thematic Head-up Meeting** is usually an issue that arose during the informal meeting and was deemed essential for plenary discussion. The Directors may provide suggestions on the specific wording of the topic. After the commencement of a **Thematic Head-up Meeting**, the Chair shall invite delegates to speak in turn until the total time expires.

The **Free Lobby** shall resume after the termination of a Thematic Head-up Meeting.

40. Head-down Meeting

A **Head-down Meeting** is generally proposed by delegates or the Chair during the informal meetings and requires a **simple majority** to commence, the purpose of which is to allow the Committee to consider a document clause by clause or chapter by chapter. A motion to commence a **Head-down Meeting** shall include the type and number of the correlated document. Documents that have already been considered or are substantially the same as those previously considered shall not be considered a second time, even if these documents are included in the **Document Queue**. If the motion is approved, the **Free Lobby** should be paused and the delegates shall finish reading the document within the time limit specified by the Chair. Delegates shall be seated and begin to consider the document immediately after the reading time expires. The **Free Lobby** shall resume after the termination of a **Head-down Meeting**.

VII. Conference Procedure

41. Setting Limitation of the Agenda Item

After the **Adoption of the Agenda**, discussion under each Agenda Item shall be conducted in the order set by the Agenda. The Chair shall then encourage delegates to motion for setting the **Limitation of the Agenda Item** and may provide suggestions based on the actual settings of the conference. The desired time limitation shall be specified in the motion and requires an **absolute majority** to pass. Once the motion has been passed, the Committee shall complete the discussion within the **Limitation of the Agenda Item**. Delegates may motion for an extension of the time limitation once. (See article 49.)

42. Introductory Head-up Meeting

An **Introductory Head-up Meeting** shall automatically commence once the **Limitation of the Agenda Item** has been set, during which the submitted Call for Actions shall be presented to the committee and introduced by their main submitters in the sequence of submission recognized by the Chair.

43. Free Lobby

An informal meeting shall automatically commence after the termination of an **Introductory Head-up Meeting**. During the informal meeting, delegates shall facilitate the discussion by submitting substantive documents, of which the first submission shall be a Draft Resolution. After the first submission, delegates may submit different types of substantive documents including new Draft Resolutions, Friendly Amendments, and Unfriendly Amendments. Amid the **Introductory Head-up Meeting**, delegates may motion for **Thematic Head-up Meetings** at any time. (See article 39-b.)

44. Commencement of a Head-down Meeting

Amid an informal meeting, delegates may motion for a **Head-down Meeting** to review one of the pending documents in the **Document Queue** when it is not empty. (See article 40.) After the commencement of a **Head-down Meeting**, one of the submitters may present an introduction to the pending document, the time of which shall not exceed **3 minutes** and the remaining time cannot be yielded. Points of Information concerning the introduction are considered out of order. After the introduction, the committee shall review the document clause by clause or chapter by chapter, unless it is a Friendly Amendment, in which case the document will be automatically adopted, whereafter the **Head-down Meeting** shall terminate.

45. Proceedings of a Head-down Meeting

After the Chair has announced the consideration on a specific clause or chapter, delegates may raise Points of Information or motion for a **Preliminary Voting** on the clause or chapter. The presenter of the document reserves the right to decide whether to take Points of Information or not. A Point of Information takes priority over a motion when raised simultaneously.

46. Preliminary Voting

The motion for a **Preliminary Voting** requires a **simple majority** to pass. Once passed, the Chair shall request the delegates for and against this clause or chapter to raise their placards respectively and announce the result thereafter. The result shall possess no legal validity except providing delegates' attitude. The Chair shall record the result of the **Preliminary Voting** in a copy of the substantive document accessible by the entire Committee. If the votes for the clause or chapter do not meet an **absolute majority**, a **Preliminary Debate** on that clause or chapter will be commenced. Otherwise, the conference will proceed with the consideration of the next clause or chapter.

47. Preliminary Debate

During the **Preliminary Debate**, the Chair shall invite delegates who wish to speak on the clause or chapter to take the floor in turn. The total time for a **Preliminary Debate** shall not exceed **10 minutes**, with **2 minutes** of default speaking time for each delegate, which shall not be yielded. Delegates shall state their position, attitude, or propose suggestions for amendments to the pending clause or chapter. The Chair reserves the right to interrupt a delegate when irrelevant content is involved in a speech. After the **Preliminary Debate**, the conference will automatically proceed with the consideration of the next clause or chapter, until all the clauses and chapters have been reviewed.

48. Termination of a Head-down Meeting

If the pending document of a **Head-down Meeting** is an Unfriendly Amendment, the committee will automatically enter the voting procedure on this Amendment after all clauses are reviewed. Once adopted, the Amendment will be incorporated into the corresponding Draft Resolution and the **Head-down Meeting** will terminate. If the pending document is a Draft Resolution, the **Head-down Meeting** will immediately terminate after all clauses are reviewed. The committee will then automatically resume the informal meeting.

49. Motions Regarding the Limitation of the Agenda Item

When the time set by the **Limitation of the Agenda Item** expires, delegates may raise the following motions to determine the subsequent action of the committee. The Chair shall gather the committee as soon as possible to vote on the motions, which shall require an **absolute majority** to pass. The following motions are in descending order of priority:

- a. Motion to enter the voting procedure. Once this motion is passed, all valid Draft Resolutions under the current Agenda Item shall be put to vote in the sequence of their numbers. After the voting procedure, the discussion on the current Agenda Item terminates. This motion may also be raised before reaching the **Limitation of the Agenda Item**.
- b. Motion to terminate the Agenda Item. Once this motion is passed, the committee will proceed immediately to the next Agenda Item without voting on any received substantive documents. This motion may also be raised before reaching the **Limitation of the Agenda Item**.
- c. Motion to prolong the **Limitation of the Agenda Item**. Delegates shall indicate the proposed extension of time in hours. Within a single Agenda Item, the Committee may only prolong the **Limitation of the Agenda Item** once.

VIII. Voting

50. Voting Rights

Each delegation shall have one vote in any vote to which it is entitled. Delegations that are not entitled to the full right of representation shall not vote on procedural or substantive motions. On procedural motions plus voting on amendments, delegates can only vote "Yes" or "No", with no abstentions permitted unless otherwise specified.

51. Simple Majority

A **simple majority** requires a greater number of "Yes" votes than "No" votes. Decisions of the committee on procedural motions and amendments require a **simple majority** to pass unless otherwise specified.

52. Absolute Majority

An **absolute majority** requires "Yes" votes to be at least twice as many as "No" votes. Decisions on substantive matters or "important matters" require an **absolute majority** to pass unless otherwise specified.

53. Voting in the United Nations Security Council

In the United Nations Security Council meetings, decisions on procedural matters require an **affirmative vote of nine members** to pass, whereas decisions on substantive matters require an **affirmative vote of nine members** including the concurring votes of all permanent members of the United Nations Security Council to pass.

54. Voting by Raising the Placards and Roll-Call Voting

The Chair should require delegates to vote by raising their placards or conduct roll-call voting unless otherwise specified:

- a. Voting by raising the placards: Delegates who wish to vote "Yes," "No," or "Abstain" should raise the placards in turn as stated by the Chair. The Chair would compare the number of votes for "Yes" and that for "No." If no abstention is allowed, the Chair may ask the delegates who vote "Yes" to raise their placard whilst the rest are automatically counted as "No."
- b. Roll-call voting: The Chair asks each delegate, in the order of the Roll Call List, about his or her attitude. Delegates must vote as "Yes," "No," "Abstain," or "Pass." Delegates who refuse to answer are considered to vote "Abstain." Delegates who voted "Pass" in the previous round will enter the second-round voting, in which delegates only have the right to vote "Yes" or "No".

55. Voting and Counting

During procedural voting, preliminary voting for Draft Resolutions and voting for Amendments, the Chair normally conducts voting by raising the placards, whereas roll-call voting is required in the formal process of voting for Draft Resolutions. The roll-call shall be taken in the English alphabetical order of the names of delegations, beginning with the delegation whose name is drawn by lot by the Chair. The Chair shall take appropriate methods to count the vote. Delegates have the right to raise objections on counting methods or counting results. The result of counting shall be recorded in the meeting minutes as soon as the Chair officially declares the passage of a motion or a written document, after which the voting result cannot be altered even if the counting proves to be wrong. In such a case, the vote counting shall only be recorded in the meeting minutes and shall not justify the change of the voting results.

APPENDIX I: SAMPLE DRAFT RESOLUTION

Draft Resolution

Committee: United Nations Economic and Social Committee

Topic: Social Dimensions of the New Partnership for Africa's Development

Agenda Item: International Assistance to African States

Main Submitters: China

Co-Submitters: Argentina, Ethiopia, Kenya, Malaysia, Peru, United Kingdom of Great Britain and Northern Ireland

The Economic and Social Council,

Remaining concerned that, while Africa continues to make steady progress towards attainment of the targets of the Millennium Development Goals, this progress is, however, not enough for all countries to attain all of the Goals by 2015, and in this regard emphasizing that continued support from the international community is required to fulfil the commitments to address the special needs of Africa,

Emphasising that the African Union and the regional economic communities have a critical role to play in the implementation of the New Partnership, and in this regard encouraging African countries, with the assistance of their development partners, to increase and coordinate effectively their support for enhancing the capacities of these institutions and to promote regional cooperation and social and economic integration in Africa,

Recognizing the regional coordination mechanism of United Nations agencies and organisations working in Africa in support of the African Union and its New Partnership for Africa's Development Programme of Action, as well as the Planning and Coordinating Agency of the New Partnership as a technical body of the African Union, which aims to ensure coordination and coherence in the delivery of support for greater effectiveness and impact through increased joint programming and joint implementation of activities,

1. Takes note of the report of the Secretary-General;
2. Welcomes the progress made by African Governments in fulfilling their commitments in the implementation of the New Partnership for Africa's Development to deepen democracy, human rights, good governance and sound economic management, and encouraging them, with the participation of stakeholders, including civil society and the private sector, to intensify their efforts in this regard by developing and strengthening institutions for governance and creating an environment conducive to expanding access to international assistance for the development of the region;
3. Recognises the progress that has been made in the implementation of the Joint Venture for Infrastructure Development in Africa, particularly through the mechanism of the Presidential Infrastructure Champion Initiative, under which impressive progress has been recorded in the conception of many critical infrastructure projects on the continent;
4. Encourages the Member States to intensify global partnerships for development as a means to obtain or keep steady financial and material assistance, achieving and sustaining the targets of the Millennium Development Goals;
5. Underlines the fact that the fulfilment of all official development assistance commitments is crucial, including the commitments by many developed countries to achieve the target of allocating 0.7 per cent of their gross national product for official development assistance to developing countries by 2015 and the target of allocating between 0.15 and 0.20 per cent of their gross national product for official development assistance to the least developed countries, and urges developed countries that have not yet done so to fulfil their commitments for official development assistance to developing countries;

6. Stresses the essential role that official development assistance plays in complementing, leveraging and sustaining financing for development efforts in developing countries and in facilitating the achievement of development objectives, including the internationally agreed development goals, in particular, the Millennium Development Goals, and welcomes steps to improve the effectiveness and quality of aid based on the fundamental principles of national ownership, alignment, harmonization, managing for results, inclusive development partnerships and transparency and mutual accountability;
7. Recognises that, while social development is primarily the responsibility of Governments, international cooperation and assistance are essential for the full achievement of that goal;
8. Also recognises the contribution made by the Member States to the implementation of the New Partnership in the context of South-South cooperation, and encourages the international community, including the international financial institutions, to support the efforts of African countries, including through trilateral cooperation.

APPENDIX II: SAMPLE AMENDMENT

Amendment

Committee: United Nations Economic and Social Council

Topic: Social Dimensions of the New Partnership for Africa's Development

Main Submitter: China

Co-submitters: Argentina, Ethiopia, Kenya, Malaysia, Peru

1. Delete the word "direct" in line 7, operative clause 2;
2. Change the word "prioritize" to "promote" in line 1, operative clause 12;
3. Add a final operative clause: Decides to remain seized of the matter.

Notes:

- Call for Actions, Draft Resolutions, and Amendments must be in accord with the following formatting requirements:
- The font must be Times New Roman sized 12 pt;
- Margins must be set at 2.54 cm on top and bottom;
- The line spacing must be set at 1.5 lines;
- The clauses begin with verbs in italics;
- Clauses must be numbered consistently for a given level: the first-level must use the clause number "1, 2, 3," and the second-level must use the clause number "(a), (b), (c)."

APPENDIX III: SAMPLE PROVISIONAL AGENDA

Provisional Agenda

Committee: The Ocean Conference

Topic: Sustainable Use of Marine Resources

- A. Reduction of Marine Pollution**
- B. Enhancement of Scientific Knowledge, Research Capability, and Technology Transfer**
- C. Legal Framework of Marine Resource Utilization**
- D. Sustainable Management of Marine and Coastal Ecosystems**

APPENDIX IV: SAMPLE SUPPLEMENTARY ITEM

Supplementary Item

Committee: The Ocean Conference

Topic: Sustainable Use of Marine Resources

Submitter: China

Request for the inclusion of a supplementary item¹ in the agenda:

A. Advancement of Marine Economies

¹ Should a delegation wish to submit multiple supplementary items, change "a supplementary item" into "supplementary items".

Statement on the Adoption of Beijing Rules of Procedure by Organizers of Model United Nations Activities

Beijing Rules of Procedure (Paper-oriented) is drafted by the Editorial Board of Beijing Rules of Procedure, approved and released by China Foreign Affairs University Model United Nations Association. The Editorial Board will aperiodically revise and adjust this Rules of Procedure, so as to ensure accuracy, efficiency and impartiality.

Any non-profit individual or organization with reasonable purposes may adopt this Rules of Procedure, without the need to obtain approval from China Foreign Affairs University Model United Nations Association. The user of this document should preserve the integrity of this Rules of Procedure, including this Statement; however, he could delete or modify the clauses (except the Statement) according to the practical needs of specific committees in the form of an Amendment. The organizers of Model United Nations conferences reserve the right of interpretation and alternation of this Rules of Procedure. However, the interpretation does not represent the official position or values of the Editorial Board or China Foreign Affairs University Model United Nations Association and the alternation shall not be considered as a revision to this Rule of Procedure.

Notwithstanding, the Editorial Board suggests those individuals or organizations preparing for the adoption of Beijing Rules of Procedure to put on records to the Secretariat of China Foreign Affairs University Model United Nations Association via the official mailbox contact@bimun.org.cn for keeping us informed of the updated text and valuable advice concerning the adoption of this Rules of Procedure. The organizers can also consult the Editorial Board about questions related to the Rules of Procedure. However, the interpretation of the Editorial Board shall have no additional influence upon the rights of interpretation and alternation of the organizers during the Model United Nations conferences they held. Apart from proposing suggestions concerning Beijing Rules of Procedure, the organizers can also apply for a more comprehensive version of Rules of Procedure and academic support from China Foreign Affairs University Model United Nations Association.