

English

TecMun Morelia 2022

Protocol

A Quick Guide



Important

This document was **NOT** created with the intent of replacing the original Protocol. Its function is to complement and clarify doubts about the aforementioned. It is highly recommended to consult both documents to get a better understanding of the debate and its components, so delegates and participants can truly enjoy the experience TecMun Morelia 2022 is.

— The High Command and
Organizing Committee




General Vision of the Model

AUTHORITIES

The General-Secretariat is conformed by the **High Command**. The High Command is conformed by the General Secretary, the Adjunct General Secretary and the Sub Secretaries.



- **The High Command:** makes known the rules of the model. It maintains communication throughout the model. All participants have the right to address any member of the High Command to clear any situation.
- **The Secretary General:** is in charge of the Model, and it's the maximum authority. The Secretary General has the right to sanction any person who violates the Protocol (advisers and participants), to approve resolutions and to moderate committees if necessary.
- **Deputy Secretary General and Sub Secretaries:** they are in charge of organizing the event, along the Secretary General. Each Sub Secretary has an organism assigned, and the Sub Secretary is the maximum authority of it.





The maximum authority of each **committee** is called **Dais**. They are conformed by a president, a moderator, and a conference officer:

- **President:** is the maximum authority in the Dais. A President maintains the order at all times, opens and closes sessions, can grant warnings and informs the High Command about the progress of the Debate. A President can take the position of **Moderator** or **Conference Officer**.
- **Moderator:** is in charge of the organization of sessions. It gives turns to delegates, exhorts delegations to participate and solves Parliamentary Doubts. A Moderator can take the position of President or Conference Officer when considered necessary by the General Secretary or the committee Sub Secretary.
- **Conference Officer:** is in charge of the logistics of the committee. A Conference Officer administrates the speaker's list, records attendance and punctuality of delegates, and coordinates the work of the Blue Helmets insides the committee. They also grade participants and collect the documents used throughout the sessions.

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- **Blue Helmets:** they are in charge of the preparation of the committee. They turn in all the documents needed for the debate (diplomatic notes, worksheets, resolutions, among others), coordinate diplomacy among the Dias and participants, and register visitors.

DISCLAIMER: Any show of disrespect toward any of the authorities from delegates and/or academic advisers will be sanctioned according to the TECMUN Morelia 2022 Protocol.

DELEGATES

A Delegate is any active participant of the Model who is part of any committee. Each Delegate has the right to an **Adviser** (person in charge of guiding the participant). The **Adviser** may communicate with the Dias through diplomatic notes and is allowed to talk with the Delegates during designated times.

Access will be denied to delegates who: aren't wearing their badge visibly, get to the sessions 5 or more minutes late, violate the dress code or disobey the rules established in the protocol.

DRESS CODE



All delegates should wear formal and diplomatic clothing in dark colors: gray, blue and black. Double-breasted suits, tuxedos and mandarin neck suits are prohibited. Colors and neon prints are forbidden. The use of color red is allowed as long as it is discrete, conforming a 5% of the outfit (**ONLY in Crisis committee** the red color can exceed a 5% of the outfit)

Delegates must maintain a neat and formal aspect, with hair not covering the face.

Depending on the delegation represented, delegates should use the typical attire of the region, **following** the formal requirements of the country.

Adequate vestment for masculine delegates:

- The use of tie will be obligatory. It must have a sober print, without making allusion to cartoons or having exaggerate designs. **The red color is forbidden.**

Adequate vestment for feminine delegates:


- The use of vestment with a deep neckline in the chest or in the back is forbidden.
- The use of bright colors is prohibited.
- Stockings are permitted as long as they are thin and have no designs.

WARNINGS




In case a delegate commits an infraction, the delegate will receive a **warning**. Presidents and the High Command may grant warnings to participants if they consider it necessary.

Behaviors or actions that **will result in a warning**:

- Violation of the courtesy and behaving rules (not being respectful, not speaking formally at all times.)
 - Violation of the dress code.
 - Committing acts of plagiarism (in the Official Posture, in the resolution or in worksheets.)
 - Interrupting the debate unnecessarily.
 - Being late to a session (5 minutes of tolerance).
 - Accumulation of faults (points of order, posture or non-diplomatic language such as speaking in first person)
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If a delegate accumulates **two** warnings during the same session, the Delegate shall withdraw from the committee and return until the next session. If the delegate receives three warnings, the delegate will be **expelled** from the Model.




In case of accumulating two or more warnings, a delegate will not be eligible for an award.

MOTIONS



They are tools that delegates will use throughout the sessions. There are 5 motions in this model:

- **Motion of procedure:** it's used to propose an option about the course of the debate. It must be endorsed by any delegation and therefore voted.
 - Open or close a session.
 - Select a topic.
 - Open or continue the speaker's list
 - Suggest a session of questions.
 - Open a Moderated or Unmoderated Caucus.
 - Introduce a Working Sheet or a Resolution.
 - Vote for a Working Sheet or a Resolution.
 - Present the amendments to a Resolution.
 - **Motion of Personal Privilege:** it's used when a delegate is affected by an external factor that obstacles its development in the debate. This must be informed to the Dais through a diplomatic note. For example, taking off the suit or leaving the enclosure temporarily.
 - **Point of Order:** it's used to signal, with respect, a mistake committed by the Dais or a delegate without it being exposed by the Dais previously.
The decision of the Dais is unappealable.
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- **Right of Reply:** it's used when a delegate considers the integrity of the State they represent has been offended by another delegation, and requires an apology. This can be expressed orally and interrupt the debate flux, or through a diplomatic note. The Dais will make a decision and require the aggressor to apologize.
- **Motion of Parliamentary Doubt:** it's used when a delegate has a doubt regarding the rules of behavior or vocabulary. The Dais has the obligation of answering.
 - Motions that **CAN interrupt** the speaker: Motion of Personal Privilege, Point of Order and Right of Reply.
 - Motions that can only be expressed **when the floor is open:** Motion of Parliamentary Doubt, Motion of Procedure, motion of Personal Privilege, Point of Order and Right of Reply.
 - Motions of Procedure that **aren't debatable:** suspension or cancellation of the session, Moderated and Unmoderated Caucus, Extraordinary Session of Questions
 - Motions of Procedure that **are applicable** to Resolutions or Amendments under consideration: closing of the debate, postponing or continuing with the debate, introduction of amendments or resolutions.






SESSIONS

Each delegate must use their designated **placard** with the name of the represented State to talk during a Moderated Caucus, place a motion, during the roll call or to vote. Each delegate must utilize their placard properly.


The session will open when a third of the delegates is present.

Delegates are in charge of opening, suspending and closing sessions. The **first** session may inaugurate as “Opening of the Session Period”. The opening of regular sessions will be named as “Open Session” or “Resume Session”. The session is **postponed** when there are 5 minutes left in the time of sessions according to the agenda. It's proposed as “Postpone Session”.

Sessions take place during **3 days**. During the first day, two sessions take place. The topic to debate is chosen. In the second day, five sessions occur to continue the discussion. On the third day, three sessions happen where resolutions will be accepted, and the session time will be closed.



Topics: each committee has one or two topics to discuss. At the beginning of the session, a delegate proposes a Motion of Procedure to open one. A vote will proceed, if it doesn't get to the absolute majority, the second topic will be opened immediately.



List of Speakers: once the topic is established, a Speaker's List will open in which delegates will present their postures. Each delegate will have 2 minutes to present their posture. The delegate who opens the list of speakers will be the first to be added, whoever seconds the motion will be next. It is opened with a **Motion of Procedure**.


CAUCUS

Moderated: delegates will discuss, ask and suggest solutions to the present matters, all controlled by the Moderator. Its extension can't be longer than 30 minutes. It's opened with a **Motion of Procedure**.

Unmoderated: during this caucus, the final resolution is worked on; there is also no control from the Moderator in this type of Caucus. To open one, three **Moderated Caucus** must conclude. Its duration may not exceed forty minutes. Observers aren't allowed throughout its duration. **Blocks** are political unions among the different delegations that compose a committee. Delegations must respect the country's exterior policy at all times.

RESOLUTION PROPOSALS

When delegates get to an agreement during Moderated and Unmoderated Caucus,



they should start writing a realist and feasible resolution for all States.

- **Working Sheet:** this is an unofficial and format-free document which contains ideas to solve the topic. It requires at least **5 signatures** of Delegations to be considered by the Dais (signatures only express the interest of delegates towards the ideas on the document). The leading Delegation must present the Working Sheet in an open forum. Once all Working Sheets are turned in, a vote will proceed, the Working Sheet with more than a third of votes will be approved. It requires the **president's** signature to be presented.
- **Draft Resolution:** once the Working Sheet is approved, the realization of the Draft Resolution will be in order. It can only be approved by the Approbation Dais. It must have at least 66.6% approval of the voting delegations. At maximum, it can have 5 Sponsoring Delegations. In case of being approved, **amendments** will take place (modification or addition of specific parts).
- **Final Resolution Project:** once the Draft Resolution is adopted, the President of the committee and two delegates have the duty to expose this document to the Critical Committee.