



ATTRIBUTIONS OF THE AUTHORITIES WITHIN THE COMMITTEE:

Article 1

The Chair represents the highest authority within the committee and shall be composed of:

- a) President
- b) Moderator
- c) Conference Officer
- d) CADE
 - i) The presence of CADE is not mandatory, but is optional for each particular committee.

Article 2

Powers of the President: The President is the **highest figure of authority of the committee, therefore they may exercise all the powers granted.** The President of each committee shall declare the opening and closing of each session, grant the right to speak when they consider it pertinent, moderate the discussions during the sessions, **monitor compliance with the Rules and announce decisions, formulate questions and decide on the Rights of Reply. The President shall be a member of the Approval Committee.**

The President shall propose or decide directly on the following procedures:

- a) The limitation of the time of speakers.
- b) The closing of the Speakers List
- c) The closure of the debate.
- d) The suspension or adjournment of a meeting.
- e) The order in which draft resolutions will be presented to the committee.
- f) Suspension of the sending of messages through the Ushers if deemed necessary.
- g) The total or partial suspension of points of order, parliamentary doubt and procedural motions when deemed necessary; it shall be at the discretion of the Chair to resume them.
- h) To grant admonitions to the delegate as the case may be.
 - i) In the case of secondary delegates, all admonitions must be approved by the members of the Secretary (Secretary of Protocol and/or SubSecretary of Protocol, Secretary of International Protocol and Secretary of Attention to Tables).

The President will also decide on the following special matters:

- a) The return to the delegates of their Posture Sheet and generalities in the event that they consider that it does not satisfy the academic requirements set forth in the manual.
- b) The consideration of the expulsion of a delegate from the session or from the model according to the accumulation of admonition. Consultation with a member of the Secretary prior to the decision (Secretary of Protocol and/or UnderSecretary of Protocol and Secretary of International Protocol).

Article 3

Powers of the Moderator: The Moderator shall be the member of the Chair in charge of **coordinating the debate by giving the floor to the delegates and guiding the protocol procedures of the debate.** they may replace the Chairperson in his/her absence and shall assist him/her in the exercise of his/her functions during the sessions. He shall also be a member of the **Approval Committee.**

Article 4



Duties of the Conference Officer: they shall assist the President and the Moderator in the exercise of their functions. they shall have the authority to receive the messages delivered by the Pages and shall determine whether the content of the messages is appropriate and, if not, shall refer the matter to the President. During formal consultations or informal negotiations, the Conference Officer shall collaborate with the other members of the Chair in whatever is required to assist in the activities of the delegates. He shall be in charge of coordinating the work of the Pages.

Article 5

The logistical team within the Committee shall assist the Chair in its functions and shall be composed of:

- a) Committee Coordinator
- b) Pajes

Article 6

Attributions of the CADE: The CADE shall be responsible for preparing the discussion room, ensuring an adequate flow of written messages among the delegates, resolving any inconveniences that may arise for the delegates, maintaining communication between the table and the Organizing Committee, and controlling the access of authorized persons to the committee. they will also assist the table in following the rules and will be in charge of coordinating the work of the delegates.

Article 7

Attributions of the Pajes: The Pajes shall assist the Committee Coordinator in the exercise of his/her functions. Under their coordination, they shall facilitate the communication of the delegates through written messages, the content of which shall be reviewed and approved in the first instance by CADE. Misuse of this right will be reported to the table. Any disrespect towards the pages may be sanctioned by an admonition.

Article 8

Approval Table: The Table of Approval of preliminary draft resolutions may be composed of: President, the Moderator and the Secretary Representative (Secretary of Protocol and/or UnderSecretary of Protocol and Secretary of International Protocol).

Powers of the Approval Committee:

- a) Receive, review and approve the draft resolutions, verifying that they comply with the format and content requirements so that they may be presented to the forum.
- b) During the debate, the Approval Committee shall incorporate the amendments and corrections approved by the Committee into the preliminary draft until the final version is obtained.

Article 9

Presence of members of the Secretary: Members of the Secretary **may enter at their discretion to the committees in the model**, when this happens **the moderator will have to stop momentarily the debate and acknowledge the presence of members of the Secretary, procedure to be repeated when leaving.**

Powers of the Secretary:



- a) Members of the Secretary **may guide the discussion**, taking the role of the moderator.
 - i) This will be recognized by the moderator by pausing the debate in the case of a moderated caucus, or when the forum is open, by yielding the floor.
- b) **The members of the Secretary will reveal the crisis topics..**
 - i) Due to the nature of these topics, **it will not be necessary to pause the debate, and it is recommended that this topic be opened immediately.**
- c) If the Secretary considers it pertinent, **it may substitute a member of the table in his or her functions.**
- d) **The Secretary may substitute for a principal delegation in a topic if it misses the Model.**