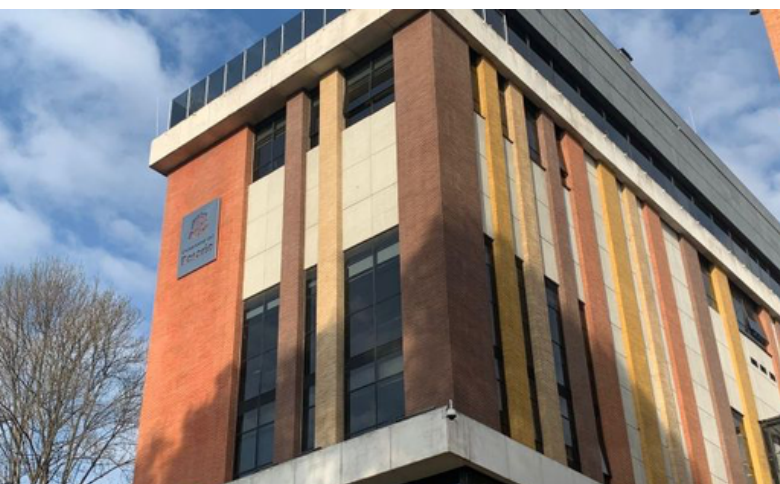


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HANDBOOK MUNUR 2023





ROSARIO UNIVERSITY





WHAT IS?

MUNUR 2023

The Model United Nations of the Universidad del Rosario, MUNUR, is the first of its kind at the university level in Colombia and is constituted as a space of students and for students, at different educational levels and latitudes, for the exercise of the word. Thus, it is a space that allows students to explore the universe of the international system, taking an interest in and learning from the different current, historical, and future problems.

MUNUR was born as a project of the students of the Colegio Mayor de Nuestra Señora del Rosario who, following global trends, decided to venture into this type of academic exercises. It is maintained as a student initiative. In turn, MUNUR encourages healthy discussion, bonds of friendship, diversity, and inclusion in a world that so badly needs to strengthen fraternal ties.

In this sense, the policies described in this document are subject to changes made by the MUNUR Secretariat in the exercise of its functions. Conference attendees will be notified when these policies are finalized or changed. The conference Secretary General and Director General are the only staff members authorized to grant exceptions to conference policies or other general conference practices. MUNUR is not responsible for misstatements made by other staff members regarding exceptions to prices or policies.

The Sponsor, Faculty Advisor, or person in charge of delegation of each participating institution must ensure that all their delegates read these policies in their entirety, in the same way, if the participant enters as an individual delegate, they assume said responsibility. When registering for MUNUR, the terms and conditions of the conference are accepted, that is, all the policies and conditions described in this document.

In the same way, this document contains the rules of procedure that will apply during the days of MUNUR. In this way, it is presented the set of procedural rules that must be followed by both the Dais and the delegates for the proper development of the debate within the committee.



BOARD OF DIRECTORS 2023

We are Nicolás, María, Gabriela, and Santiago, students in the last semesters of International Relations, Jurisprudence, and Political Science and Government. On this occasion, we have the honor of forming the 14th Board of Directors of the Model United Nations of our alma mater, Universidad del Rosario. Therefore, we bring to all of you a Model that goes beyond being a space for discussing issues affecting today's society, focusing on merging innovation with the tradition that characterizes MUNUR, building our nation.

As such, from the General Secretariat, we have proposed a variety of committees that have a real impact, along with the involvement of various government entities. On the other hand, from the General Directorate, we will present a modern event with many surprises based on the organization and rigor of a Model that will host more than 350 national and international participants, including delegations from Argentina, Mexico, the Dominican Republic, Peru, Turkey, Cameroon, Ghana, and Italy.

We hope you enjoy MUNUR 2023, and that it leaves you with personal and professional growth, as we have strived to provide an event of significance. Welcome to the 14th edition of the Model United Nations of the Universidad del Rosario!

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TITLE I. GENERAL PROVISIONS

Article 1. Mission. The Model United Nations of the Universidad del Rosario (MUNUR, for its acronym) will promote the formation of leaders and people of integrity, through an exercise of the word (written and spoken) respectful of differences, and with an interdisciplinary nature; in which a comprehensive understanding of the main problems of the country, the region and the world is built.

Article 2. Vision. Consolidate the Model as a global benchmark in the field of Models of United Nations, distinguishing itself by the human quality of those who participate in the event, their academic excellence, commitment, and social responsibility that materializes in various inclusion and innovation proposals.

Article 3. Founding principles. The founding principles of MUNUR are: academic excellence, transparency, respect, tolerance, social awareness, and other principles professed by the Colegio Mayor de Nuestra Señora del Rosario, the Republic of Colombia, and the United Nations.

Article 4. Scope of application. This document, both the Conference Policies and the Rules of Procedure, apply during the four days that the event takes place, including social events and outside committee sessions. For the members of the Organizing Team, it will also apply during the previous MUNUR preparation phases.

Article 5. Language. The official languages of MUNUR will be Spanish and English. In addition, the committees may be held in different languages at the discretion of the Secretariat of each edition of MUNUR.

Article 6. Dress code. In an effort to maintain professionalism and decorum, during the days of the event, delegates must comply with the formal dress code, preferably Western Business Attire (WBA).

PARAGRAPH 1. The participants and the Organizing Team must abstain from wearing casual clothing (jeans, sports shoes, etc.) during the days of the event.

CONFERENCE POLICIES

PARAGRAPH 2. Delegates may also choose to wear the traditional attire of their country of origin. MUNUR is a space where the respect for cultural diversity prevails and, therefore, if it is decided to use traditional clothing or accessories to allude to the country or character represented, it is assumed that the participant fully understands and sufficient meaning and value thereof. So that the bearing of these garments only invites respectful homage and never mockery. Garments and symbols of peoples and cultures that do not want people outside their community to use them are excluded from being used.

PARAGRAPH 3. Within the limits of respect and decorum, the delegates of the crisis committees may use the costumes they deem appropriate according to the historical or cultural context of their respective committees, and according to the character they represent. Any violation of the dress code may result in a sanction according to the degree of it.

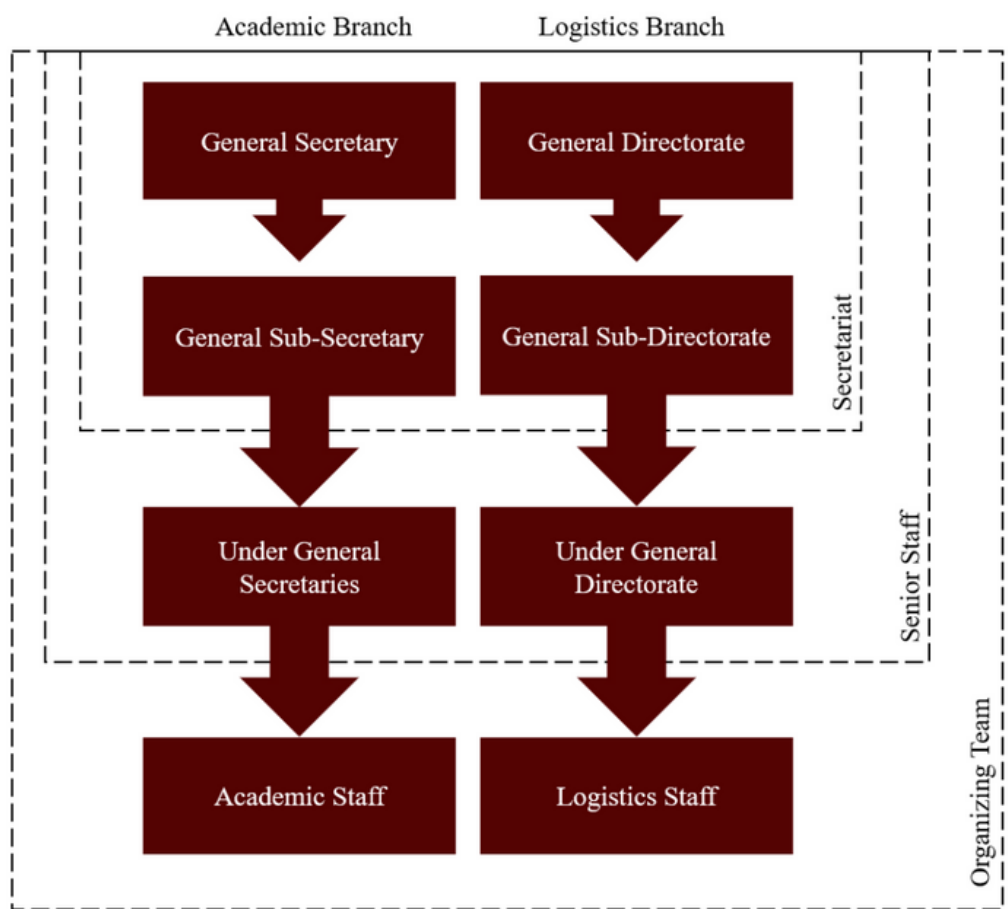
TITLE II. ABOUT MUNUR ORGANIZATION

CHAPTER I. About the Structure of MUNUR

Article 7. Structure. MUNUR is structured as a two-headed hierarchy, headed by the General Secretary and the General Directorate. At the end of the conference, only those who will serve as Secretary General and Director General in the next edition of the conference will be elected. In turn, those who hold these positions will be responsible for the election of their respective Sub-Secretary General and Sub-Directorate General, as well as the Under General Secretaries and Directorates, according to the needs of MUNUR.

PARAGRAPH. The number of members of the Senior Staff may vary according to the needs of the Model and at the discretion of the Secretariat. In the same sense, the method of election of these will be defined by the Secretariat that is in force at the time of the election.

Article 8. Organigram. MUNUR is structure as follows:



Article 9. Secretariat. The Secretariat is made up of the General Secretary and the General Directorate, along with the General Sub-Secretary and the General Sub-Directorate. It is the highest decision-making body of MUNUR.

Article 10. Senior Staff. The Senior Staff is made up of the Secretariat, and the Under General Secretaries and Under General Directorates.

PARAGRAPH. The Senior Staff can only be composed of active undergraduate students of the Universidad del Rosario.

Article 11. General Staff. Both the Academic and Logistical Staff of the Model that support the realization of the event are part of the General Staff.

Article 12. Integration of the Branches. The delimitation in their functions of the Academic and Logistics Branches of MUNUR is not an obstacle to cooperation between the two. Likewise, participants must respect the vertical hierarchy regardless of the Branch from which an order, directive or call for attention comes from.

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CHAPTER II. About the Academic Branch

Article 13. General Secretary. The General Secretary is made up of one (1) person, who is called the Secretary General and is the highest academic authority of MUNUR. It is responsible for planning, designing, directing, organizing, executing, following, evaluating, and correcting all the academic activities set before and during the event.

In the same way, it will be up to them to choose, at their discretion, the Sub-Secretary General, who is the head of the General Sub-Secretary, as well as the people who will make up the Under General Secretaries, in concurrence with the General Sub-Secretary, according to the selection methods defined for the corresponding version at the time of choosing them.

The General Secretary will have the final decision regarding any academic matter. Their signature, along with the one from the General Directorate, will validate the final academic awards and any conference documents.

TITLE II. ABOUT MUNUR ORGANIZATION

PARAGRAPH 1. The General Secretary may fully or partially delegate its tasks to any other authority of the conference if necessary.

PARAGRAPH 2. The General Secretary may moderate the sessions of the committees if necessary and will be equally qualified to inform the delegates on other matters of the committees, and on any matter, in order to facilitate the debate.

Article 14. General Sub-Secretary. The General Sub-Secretary is a dependency of the General Secretary and the second highest academic authority of MUNUR. It will carry out all those functions that the General Secretary designates and delegates to it. Likewise, the General Sub-Secretary will have the responsibility of assuming the functions of the General Secretary in the events in which the later cannot assume them directly or decides to delegate them.

Article 15. Under General Secretaries. The Under General Secretaries are dependencies of the General Secretary. There will be as many Under General Secretaries as the Secretariat of each edition considers pertinent, as well as the Secretariat will determine the number of people that will integrate each one.

The Under General Secretaries have the function of supervising and ensuring the proper functioning of the committees attached to them; review the form and substance of the academic guides, and guarantee the correct development of the committees assigned to them during the days of the Model. In turn, the functions of the Under General Secretaries will be all those that the General Secretary and the General Sub-Secretary delegate to them.

PARAGRAPH. They are the direct hierarchical superiors of the Academic Staff that make up their respective Under General Secretaries.

Article 16. Academic Staff. The Academic Staff is understood as the team of people in charge of each of the committees that the conference will have in its respective version. The Academic Staff is made up of Dais; Directors and Sub-Directors of Strategy Centers; Agents of Strategy Centers, or other comparable positions that apply according to the committee and as determined by the Senior Staff.

TITLE II. ABOUT MUNUR ORGANIZATION

Article 17. Dais. The Dais are the teams in charge of preparing the academic guides, and directing and moderating the debate during the sessions of the event. They are divided between Directors and Moderators.

They will have to prepare the academic guides according to the committees and topics for which they were chosen, and under the highest standards of academic excellence, both formal and material. The direction and moderation of the debates will be done according to the Rules of Procedure defined in this document.

The Dais will have the obligation to make themselves available to their respective delegates before and during the Model in order to resolve their doubts about academic or procedural issues. At no time can these consultations replace the individual preparation of each delegate.

PARAGRAPH. For the purposes of this document, the Directors, Sub-Directors and Agents of Strategy Centers, like any other position defined by the Senior Staff that must compose the Academic Staff, will have the same functions as the Dais, unless the Senior Staff determines otherwise for the particular case.

CHAPTER III. About the Logistics Branch

Article 18. General Directorate. The General Directorate is made up of one (1) person, who is called the Director General and is the highest logistics authority of MUNUR. It is responsible for planning, designing, directing, organizing, executing, following, evaluating, and correcting all the logistical activities set before and during the event. The General Directorate will mainly ensure the proper development of the event and the well-being of all conference attendees.

In the same way, it will be up to them to choose, at their discretion, the Sub-Directorate General, who is the head of the General Sub-Directorate, as well as the people who will make up the Under General Directorates, in concurrence of the General Sub-Directorate, according to the selection methods defined for the corresponding version at the time of choosing them.

TITLE II. ABOUT MUNUR ORGANIZATION

The General Directorate will have the final decision regarding any logistical matter. Their signature, along with that of the General Secretary, will validate the final academic awards and any conference documents.

PARAGRAPH 1. The General Directorate may fully or partially delegate its tasks to any other authority of the conference if necessary.

Article 19. General Sub-Directorate. The General Sub-Directorate is a dependency of the General Directorate and the second highest logistics authority of MUNUR. It will carry out all those functions that the General Directorate designates and delegates to it. Likewise, the General Sub-Directorate will have the responsibility of assuming the functions of the General Directorate in the events in which the later cannot assume them directly or decides to delegate them.

Article 20. Under General Directorates. The Under General Directorates are dependencies of the General Directorate. There will be as many Under General Directorates as the Secretariat of each edition considers pertinent, as well as the Secretariat will determine the number of people that will integrate each one.

The Under General Directorates have the function of ensuring compliance with the logistical activities left to their charge; guarantee the proper functioning of the event in its logistics area, before and during the Model, and lead the logistics activities organized prior to the conference. In turn, the functions of the Under General Directorates will be all those that the General Directorate and the General Sub-Directorate delegate to them.

PARAGRAPH. They are the direct hierarchical superiors of the Logistics Staff that make up each of the Under General Directorates.

Article 21. Logistics Staff. The Logistics Staff is in charge of directly executing the tasks necessary for the proper functioning of MUNUR and the well-being of all its participants, either in activities prior to the conference or during the Model. The Logistics Staff will attend to the requests respectfully made by any other member of the MUNUR Organizing Team or any conference participant. Likewise, they will carry out the functions that the Under General Directorates, the General Directorate and/or the General Sub-Directorate designate and/or delegate to them.

TITLE II. ABOUT MUNUR ORGANIZATION

CHAPTER IV. About Social Responsibility Directorate

Article 22. Social Responsibility Directorate. The Social Responsibility Directorate is in charge of developing the activities of the Social Responsibility Axis that the Secretariat designates pertinent to carry out during the corresponding MUNUR version, as well as coordinating matters related to the “MUNUR con todos” initiative. The Social Responsibility Directorate will be made up of the Social Responsibility Directors that the Secretariat chooses for the version of the Model in question and according to the selection criteria that it determines for its selection.

The Social Responsibility Directorate will have the functions of planning, leading, executing, monitoring and evaluating the activities left to its charge by the Secretariat for the development of Social Responsibility Axis of MUNUR. In turn, it will be responsible for coordinating with the foundations, institutions and other allies the projects to be implemented and, in the same way, designating volunteers, Dais and other assistants that are required for the execution of the different activities.

PARAGRAPH 1. For the purposes of organigram of MUNUR, the Social Responsibility Directorate is immersed in the Under General Secretaries, but is attached to the Secretariat as a whole without distinction between Academic or Logistics Branch.

PARAGRAPH 2. The number of Social Responsibility Directors will be determined by the Secretariat depending on the needs that the Social Responsibility Axis requires for the version of the Model in question.

CHAPTER V. About the Process of Selection, Resignation and Dismissal of the Organizing Team

Article 23. Selection of the Under General Secretaries. The General Secretary and the General Sub-Secretary will be in charge of choosing the Under General Secretaries for the corresponding edition of the event. The selection will be determined by the General Secretary, in concurrence with the General Sub-Secretary.

Article 24. Selection of the Academic Staff. Once the number of committees for each of the Under General Secretaries and the number of people necessary to make up the Academic Staff have been defined, a public call will be opened so that those interested can apply to be part of the Academic Staff, where the parameters to apply will be defined by the General Secretary. The means to apply and its publication will be determined by the General Directorate.

TITLE II. ABOUT MUNUR ORGANIZATION

Once the people have applied to the call, following the established parameters, they will be invited to a round of interviews to determine their aptitude to be part of the Academic Staff of the event. It will be the Under General Secretaries who, with the advice of the General Secretary and General Sub-Secretary, will choose the Academic Staff among the candidates who have participated in the interviews.

Through the means of communication determined by the General Directorate, the results of the call will be communicated to those interested in the process.

PARAGRAPH. Although the General Secretary and General Sub-Secretary have a consultative role within the Staff selection process, they may also deny the selection that made the Under General Secretaries if they see that it is the most pertinent for the conference.

Article 25. Selection of the Deputy General Directorates. The General Directorate and the General Sub-Directorate will be in charge of choosing the Under General Directorates for the corresponding edition of the event. The selection will be determined by the General Directorate, in concurrence of the General Sub-Directorate.

Article 26. Selection of the Logistics Staff. Once the number of people necessary to make up the Logistics Staff has been defined by the General Directorate, a public call will be opened so that those interested can apply to be part of the Logistics Staff, where the parameters to apply will be defined by the General Directorate, along with the means to apply and its publication.

Once the people have applied to the call, following the established parameters, they will be invited to a round of interviews to determine their aptitude to be part of the Logistics Staff of the conference. It will be the Under General Directorates who, with the advice of the General Directorate and General Sub-Directorate, will choose the Logistics Staff among the candidates who have participated in the scheduled interviews.

Through the means of communication determined by the General Directorate, the results of the call will be communicated to those interested in the process.

Article 27. Selection of the Social Responsibility Directorate. The Social Responsibility Directors will be chosen by the Secretariat of the version of the event in question. The selection criteria will be determined by the Secretariat as a whole.

TITLE II. ABOUT MUNUR ORGANIZATION

Article 28. Resignation of the Organizing Team. Any person who is part of the Organizing Team can ask their respective hierarchical superior to resign from their position for any reason that leads them to such decision. It will be at the discretion of the hierarchical superiors to accept the resignation or not.

Once the resignation is accepted, that person cannot return to occupy any position of the Organizing Team during the version of the event that is in progress, nor can their reinstatement to the Organizing Team be requested by any other members of it.

PARAGRAPH. The General Secretary and the General Directorate will be the only ones who may resign without the need for any approval.

Article 29. Dismissal of the Organizing Team. Any person may be dismissed from their position by their hierarchical superior. The reasons for which someone can be relieved of their position will be:

- 1.Repeatedly failing to perform their duties despite having been call the attention of it.
- 2.Not being aligned with the values and principles professed by the event.
- 3.Having been sanctioned with dismissal in accordance with the corresponding ethical procedure of this document.
- 4.Any other reason defined by the Secretariat.

PARAGRAPH 1. The General Secretary and the General Directorate may not be dismissed unless they have committed any of the serious or very serious offenses referred in the Ethics Regime of this document.

PARAGRAPH 2. The person who is dismissed from his position may not return to be part of the Organizing Team during the validity of the event unless the reason for his dismissal was for committing a serious or very serious offense, in which case he will not be able to return to be part of the Organizing Team any version of MUNUR.

Article 30. Vacant position. If due to resignation or dismissal there is a vacant position within the organizational structure of the event, it must be filled by a new person who can fulfill the corresponding functions of the position, which will appointed by the hierarchical superior of the vacant position.

PARAGRAPH 1. In order to choose a person to fill the vacant position, in the case of the Academic Staff, the Under General Secretaries must have the approval of the General Secretary.

TITLE II. ABOUT MUNUR ORGANIZATION

PARAGRAPH 2. In order to choose a person to fill the vacant position, in the case of the Logistics Staff, the Under General Directorates must have the approval of the General Directorate.

PARAGRAPH 3. In order to choose the person who will fill the vacant position in case of being part of the Secretariat, the rules of the Title III must be followed.

TITLE III. ABOUT ELECTION OF SECRETARIAT

Article 31. To guarantee the fair and transparent election of who will be the new members of the MUNUR Secretariat for subsequent editions of the conference, the following voting system is established:

1. The Secretariat will open the calls to the Secretary General and Director General three (3) calendar days before the start of the conference. Any member of the entire Staff of the MUNUR edition in question, who is an active member of the Universidad del Rosario, may run for any of the positions.
2. The penultimate day of the conference will be the presentation of proposals by the candidates, who must send their proposals to the Secretariat the day before. This should last a maximum of fifteen (15) minutes and, after the presentation time is over, the candidate will be open to four (4) questions from the entire Staff. The current Director General and Secretary General of MUNUR will moderate this process and will have the right to ask questions.
3. After the submission process is complete, the voting process will begin. Each of the Organizing Team dependencies (Secretariat, Senior Staff and General Staff) will have one (1) indirect vote (three (3) votes in total), that is, the members of each of the dependencies will vote individually and the person that obtains a relative majority of votes will be granted the vote of the dependency in question. The voting will close that same day.
4. In the event of a tie (one (1) vote per dependency for each candidate), the individual votes will be counted, the two (2) people who have a relative majority at the Staff level as a whole will go to a second round of voting by dependencies, following the same process of numeral 3.

TITLE III. ABOUT ELECTION OF SECRETARIAT

Example

Persons A, B and C are launched to the position of Secretary General.

Secretariat Dependency: A gets three (3) of four (4) votes, B gets one (1) vote and C, along with the blank vote, gets no (0) votes. The dependency vote goes to candidate A.

Senior Staff Dependency: A receives ten (10) of twenty (20) votes, B receives five (5) votes, C receives three (3) votes and the blank vote receives two (2) votes. The dependency vote goes to candidate A.

General Staff Dependency: A receives ten (10) of thirty (30) votes, B receives thirteen (13) votes, C receives three (3) votes and the blank vote receives five (4) votes. The dependency vote goes to candidate B.

In this way, the winner would be candidate A, who has two (2) votes compared to one (1) vote for candidate B and zero (0) votes for candidate C and the blank vote.

In case of a tie

Let's assume that A gets the vote of the Secretariat Dependency, B gets the vote of the Senior Staff Dependency, and C gets the vote of the General Staff Dependency. An individual vote count of the entire Staff is then carried out, we find that A has twenty-three (23) votes, B has twenty-one (21) votes, C reaches six (6) votes and the blank vote obtains four (4) votes, therefore, A and B would go to the second round to repeat the initial dependency voting procedure.

TITLE III. ABOUT ELECTION OF SECRETARIAT

PARAGRAPH 1. Only those people from the Staff who are active members of the Universidad del Rosario can vote.

PARAGRAPH 2. Candidates do not have the right to vote, in order to avoid a differentiated burden of each candidate's vote, in the event that they are part of different dependencies.

PARAGRAPH 3. The blank vote is a permanent option within the process. In the event that this is the winner in the voting, new elections will be held fifteen (15) calendar days after the end of that edition of MUNUR.

Article 32. Extraordinary Situations. Due to the departure of a member of the Secretariat, for any possible reason, during his work period, it is imperative and necessary that the vacant position be filled within a maximum period of fifteen (15) business days after the departure is effective.

PARAGRAPH 1. If the outgoing member is the Secretary General or the Director General, his place will immediately be taken by the respective Sub-Secretary General or Sub-Director General, depending on the case. If they do not wish to accept the position, they will have the power to choose, along with the other members of the Secretariat acting as advisors, who will fill the vacant position.

PARAGRAPH 2. If the outgoing member is the Sub-Secretary General or the Sub-Director General, the respective Secretary General or the Director General will choose who will occupy the vacant position.

PARAGRAPH 3. If after fifteen (15) days the person who will occupy the vacant position has not been chosen, any member of the MUNUR Senior Staff can convene a popular election system for this purpose. Only members of the Senior Staff who belong to the current period of MUNUR can apply for the vacant position. In addition, each member of the Senior Staff and the Secretariat is entitled to one (1) vote. The person who obtains a relative majority of votes will be elected, for reasons of urgency and the need to fill the position.

PARAGRAPH 4. In the event that the blank vote wins in the popular vote elections, there will be a second round of nominations and voting. The same rules of the preliminary round apply. If this event occurs again, the round of nomination and voting will be repeated until the person who will take the position has been chosen.

TITLE IV. ABOUT THE CONFERENCE

Article 33. Registration fee. A registration fee must be paid with the initial application for the conference, this will be announced through the MUNUR website and social media networks. No institution will be assigned a country or committee until the registration fee has been paid. The Secretariat will determine if there is room for exceptions to those institutions that need to temporarily postpone the payment of the registration fee until after a country has been assigned. The registration fee is non-refundable under any circumstances. If there are situations of force majeure that make it impossible to comply with the payment, it is necessary to contact the MUNUR staff by email munur.ur@urosario.edu.co during working hours, as soon as it is evident that the corresponding management cannot be carried out.

Article 34. Cancellation policy. MUNUR will take place on the days provided by the Secretariat for its realization, except in circumstances of force majeure that do not allow the development of the conference. MUNUR may not be able to provide refunds to delegations in the event of cancellation. In that case, all delegations can choose to transfer their fees to the next version of MUNUR at the discretion of the incoming Secretariat and the Dean of University Environment of the Universidad del Rosario.

Article 35. Country and character assignments. The delegations that attend MUNUR will receive their countries and characters as soon as all their delegates have paid the registration fee for the event.

All decisions of the MUNUR Secretariat regarding country and character assignments are final and cannot be negotiated. Therefore, communications will not be received to have a different country or character assignment, due to the large number of requests that are received. The registration fee will not be refunded even if an institution does not accept the country or characters assignment.

Institutions should pay close attention to the minimum and maximum number of delegates for each country. No institution will be assigned to any country whose minimum number of delegates exceeds the number of total delegates of the delegation at the time of application. The Secretariat will do its best to assign delegations to countries that have a maximum that is equal to the size of the institution. Sometimes, for logistical reasons, it is necessary for several institutions to represent the same country. In such cases, delegates representing the same country, on different committees, and from different institutions don't need to follow the same foreign policy.

TITLE IV. ABOUT THE CONFERENCE

The MUNUR Secretariat reserves the right to eliminate places from a country or character already assigned in case the delegation does not fill all the places assigned. Delegations are required to assign a delegate to all open committees. This is vitally important to ensure that all perspectives of countries and characters are represented on each committee.

Article 36. Recordings and Live Transmissions. MUNUR reserves the right to record all committee spaces and monitor communications sent through official conference channels. By accepting these policies, MUNUR attendees give their consent for the recording of committee spaces and the review of communications, as well as they agree that they are responsible for any statement made in the committee or in any communication sent through official channels, especially if such messages fall into an alleged instance or instances of misconduct. The only recording material that will be taken into account and considered valid when a review is necessary is that recorded by MUNUR directly.

TITLE V. ABOUT THE ACADEMIC AWARDS

CHAPTER I. General Provisions

Article 37. Definition of academic awards. Academic awards will be understood as those that are recognized to MUNUR participants for their excellent performance in the conference, which is evaluated under objective qualification parameters.

Article 38. Definition of delegation. The delegations are the group of delegates that participate in the conference as a team representing the same academic institution and/or the same country. For each edition of MUNUR, the number of delegates that a delegation must have to be able to compose one of the three (3) categories on which these will be classified will be defined, namely, Large, Medium or Small. The score of each delegation is unique and independent.

PARAGRAPH. Committees with an agency delegation will be considered, for the purposes of awarding and determining the size of the delegation, as a single delegate.

Article 39. Types of prizes. The MUNUR academic award system will contemplate two (2) types of awards: collective and individual.

TITLE V. ABOUT THE ACADEMIC AWARDS

Article 40. Individual awards. The individual prizes will be awarded to each delegate (or each pair, in those committees where there are agency delegations) according to their performance within the committee during the days of the conference. Although the performance is evaluated, initially, based on a qualification matrix with objective qualification criteria, the awards may follow another order than the matrix dictates, the specifications of this rule can be found in Chapter II of this Title.

Depending on the size of the committee and at the discretion of the Secretariat, awards may be Best Delegate, Outstanding Delegate, Honorable Mention or Verbal Mention. There could be multiple Outstanding Delegate, Honorable Mention, or Verbal Mention awards, however, there may only be one (1) Best Delegate award.

PARAGRAPH 1. Any award may be declared void if the Dais considers that there is no delegate or pair that meets the expectations for it.

PARAGRAPH 2. There is the possibility of awarding a prize other than those already mentioned. For this award to be valid, it must be in accordance with the nature of the committee, have the approval of the Secretariat and be in writing for the delegates' prior knowledge before the start of the conference, either in the academic guide or in the specific procedure of the committee.

Article 41. Collective prizes. A prize will be awarded to the best delegation that has the best delegation score in the possible categories established in MUNUR, namely, Large Delegation, Medium Delegation and Small Delegation. The selection process for these prizes will be carried out based on the regulations stipulated in Chapter II of this Title.

PARAGRAPH 1. If there is a wide participation of delegations belonging to national or international secondary and middle education institutions (schools), an additional category will be established for collective awards, the Best School Delegation. To determine which delegation wins this award, the provisions of Chapter II section will be used, but the only delegations to be considered for this award will be those that come from secondary and middle school academic institutions, regardless of the size of the delegation.

This does not exempt that within the other categories a delegation of secondary and middle education institutions can win. However, if the best school delegation is a delegation that is also a winner in one of the other categories, based on the award procedure, the second best school delegation will be awarded to win Best School Delegation.

TITLE V. ABOUT THE ACADEMIC AWARDS

Article 42. Observer Committee. As a transparency mechanism, all MUNUR awards must be certified by an Observer Committee that will oversee the awarding procedure. It will be made up of the Secretariat, one (1) representative of the schools, one (1) representative of the international universities, and one (1) representative of the national universities. The representative of the national universities may not come from the Universidad del Rosario. The selection of the representatives will be carried out by democratic voting in the first meeting of sponsors of the conference for that term.

CHAPTER II. Awarding Procedure

Article 43. Procedure for individual awards. At the end of each day of sessions, the Dais of each committee will deliver to their respective Under General Secretaries the qualification matrices, where the evaluation of the different items that must have a good delegate are held. The qualification matrices will be defined for each edition of MUNUR and will be established according to the nature of the different committees.

PARAGRAPH 1. The committees of the Under General Secretary for Crisis will have two evaluation matrices: one coming from the Directors of the committee and another from the Strategy Center. Each will assess relevant aspects of their knowledge. The matrices will be given a value of 50% for the committee, and 50% for the Strategy Center. The Committee Directors and the Strategy Center must agree on the awards in accordance with the balance that a crisis delegate must have between their performance in front of the committee and the Strategy Center.

PARAGRAPH 2. The Dais may deviate from the award order dictated by the matrices after sufficiently arguing their reasons to the Observer Committee.

Article 44. Request for review by the Observer Committee for individual awards. The Observer Committee may request a review of any aspect of the award determination process from the Dais. In this case, the Under General Secretaries for said committee must act as mediators between the Observer Committee and the members of the Dais in the resolution of the petition.

Article 45. Procedure for collective prizes. After defining all the individual awards, the Observer Committee will perform the calculations to determine the winning delegations in the categories of Best Large, Medium, and Small Delegation. The collective prizes will be awarded in strict order of points to the delegations that have registered as such at the beginning of the Model.

TITLE V. ABOUT THE ACADEMIC AWARDS

Article 46. Tiebreaker criteria. In the event of a tie between two (2) delegations, the first tiebreaker will be the count of points from the verbal mentions. If there is still a tie, the delegation with the highest number of Best Delegate awards will win. If there is still a tie, the delegation with the highest number of Outstanding Delegate awards will win. If there is still a tie, the delegation with the highest number of Honorable Mention awards will win. Finally, if the tie persists after applying the above criteria, the Observer Committee will take into account the performance of the delegates who were not awarded an individual award and will make a final decision.

CHAPTER III. About the Scores and their Calculation

Article 47. Scores for individual awards. Each item contained in the matrices to grade the delegates will have a defined percentage of the final qualification. These percentages will be determined by the General Secretary and the General Sub-Secretary at the recommendation of the Under General Secretaries.

PARAGRAPH. No member of the Organizing Team can disclose the value of the percentages without the approval of the General Secretary or the General Sub-Secretary.

Article 48. Scores for collective prizes. The individual prizes will have the following scores for the calculation of collective prizes:

Best Delegate	5 points
Outstanding Delegate	3 points
Honorable Mention	2 points
Verbal Mention	1 point (will only add in cases of a tie)

PARAGRAPH 1. In double delegation or agency delegation committees, the prizes will only add one (1) time per pair.

PARAGRAPH 2. Delegates who do not represent a country, as in the common case of the committees of the Under General Secretary for Crisis, may also add points to a delegation based on these same values.

Article 49. Calculation of scores for collective prizes. To define the score of each delegation, it will be added the points of the individual awards that the delegation receives and the result will be divided by the number of participations that it has within the committees available in each edition of MUNUR.

TITLE V. ABOUT THE ACADEMIC AWARDS

Example

Below is an example where the Best Small Delegation will be defined. For purposes of the example, we will say that the range of participation in committees of a small delegation is from 3 to 7 participations.

Delegation	No. of participations	Best Delegate Awards	Outstanding Delegate Awards	Honorable Mention Awards	Verbal Mention Awards
A	7	1	0	5	1
B	4	3	0	0	0
C	4	3	0	0	1

Delegation A: In his seven (7) participations, it obtained one (1) award for Best Delegate, five (5) awards for Honorable Mention and one (1) award for Verbal Mention, the latter is only counted in the event of a tie. Therefore, initially the Delegation A's score is calculated as follows:

$$\frac{(5 \text{ points} * 1 \text{ Best Delegate}) + (2 \text{ points} * 5 \text{ Honorable Mentions})}{7} = \frac{(5+10)}{7} \approx 2.14$$

Delegation B: In his four (4) participations, it won three (3) awards for Best Delegate. Delegation B's score is calculated as follows:

$$\frac{5 \text{ points} * (3 \text{ Best Delegates})}{4} = \frac{15}{4} = 3.75$$

Delegation C: In his four (4) participations, it obtained three (3) awards for Best Delegate and one (1) Verbal Mention. The score of Delegation C, initially, is calculated as follows:

$$\frac{5 \text{ points} * (3 \text{ Best Delegates})}{4} = \frac{15}{4} = 3.75$$

Since Delegations B and C are tied for first place with a score of 3.75, it is necessary to add the points of the Verbal Mentions to settle the tie. In this way, Delegation B continues with the same score of 3.75 and Delegation C's score changes as follows:

$$\frac{(5 \text{ points} * 3 \text{ Best Delegates}) + (1 \text{ point} * 1 \text{ Verbal Mention})}{4} = \frac{(15+1)}{4} = 4$$

With the highest score of four (4), Delegation C is the Best Small Delegation.

TITLE V. ABOUT THE ACADEMIC AWARDS

CHAPTER IV. About the Award Certificate

Article 50. Award Certificate. After the reasons have been heard and the awards have been defined in each committee, each member of the Observer Committee will sign a document stating the final awards that will be delivered during the closing ceremony to their respective winner.

PARAGRAPH. No changes may be made to the prizes without the consent and approval of the Dais, the Under General Secretaries and the Observer Committee. In the event that a change is made to any of the awards in a request for review by the Observer Committee, the Dais must also sign the award certificate.

TITLE VI. ABOUT THE ETHICAL REGIME

CHAPTER I. General Provisions

Article 51. Object of the ethical regime. The ethical regime is intended to guide the conduct of all event attendees, as well as serve as a reminder that our main objective at MUNUR is to provide all participants with a significant academic and social experience. All delegates and attendees must read these rules carefully. The entire Organizing Team is in charge of maintaining and supervising discipline during the conference.

Article 52. About the ethical offenses. Ethical offenses are behaviors that threaten the development of the conference, the founding principles, or the physical, psychological or moral integrity of its participants and organizers. Offenses are classified as minor, serious, or very serious. The classification of the offense determines the applicable sanction.

Article 53. Apart from what is established in this Title, any member of the Organizing Team who is part of the Universidad del Rosario as a student must follow what is established in the Rectory Decree No. 1478 of December 16, 2016 “By which the Formative-Preventive and Disciplinary Regulation Regime of the Universidad del Rosario is adopted” and the Rectory Decree No. 1731 of October 22, 2022 “By which the Undergraduate Academic Regulations of the Universidad del Rosario are adopted”.

Article 54. Since MUNUR is part of the Dean of University Environment, it embraces the precepts enshrined in the Rectory Decree No. 1640 of August 3, 2020 “By which the policies and guidelines of the Protocol of Violence based on Gender and Discrimination - VBG-D of the Universidad del Rosario are accepted” and undertakes to apply to all its participants what is defined by it, adjusting it to the competences that the Organizing Team and the instances of the University have to comply with the Decree.

CHAPTER II. Offenses and Penalties

Article 55. Minor offenses. The minor offenses are:

- Unjustified tardiness to committee sessions.
- Ignoring the parameters contained in the Rules of Procedure of this document.
- The use of attire that is not allowed within the dress code of these policies.
- Getting dirty or cause damage to the facilities of the place where the conference is taking place.
- Not visibly carry the identification cockade, if any.
- Use mobile or electronic devices during committee sessions without prior and express authorization from the Dais, in those circumstances where this is required.
- Eating food inside the committee rooms without the prior and express authorization of the Dais. For it to be allowed, there must be a valid medical reason involved.

TITLE VI. ABOUT THE ETHICAL REGIME

Article 56. Serious offenses. The serious offenses are:

1. Ignoring the calls for attention for minor offenses.
2. Communication with faculty advisors or sponsors during committee sessions, including times for negotiation or informal discussion, without previous authorization from the Dais.
3. Smoking cigarettes, vapes or similar within the facilities where the conference is being held.
4. Disrespecting any participant or organizer of the event.
5. Committing a conduct of a sexual nature that does not violate the dignity and autonomy of the event attendees.
6. Committing any action that is considered mild symbolic violence, that is, unintentionally reproducing stereotypes or misconceptions about the conference participants.
7. Spreading uncertain rumors that have the potential to violate the rights of the members of the Organizing Team or MUNUR participants.
8. Behaviors that prevent the proper development of the activities organized for the event.
9. Committing any action that promotes dishonesty and unethical work while participating in the MUNUR spaces. These include, but are not limited to, the following:
 - a. Work outside of committee sessions
 - b. Betraying the trust of a delegate(s) for a personal reason.
 - c. Backstabbing with all the actions that it implies.
 - d. Idea theft.
 - e. Alter or falsify important voting procedures.
 - f. Hiding or lying about information important to the committee.
10. Others considered by the Secretariat.

TITLE VI. ABOUT THE ETHICAL REGIME

Article 57. Very serious offenses. The very serious offenses:

1. The reiteration of a serious offense.
2. Being under the influence, possessing or consuming during committee sessions alcoholic beverages, psychotropic or psychoactive substances defined within the National Narcotics Statute and the authorities designated by it.
3. Incur in plagiarism.
4. Using clothing in such a way that it disrespects its meaning and/or value for any culture, population, or person.
5. Committing any type of physical, verbal or psychological aggression against any participant or organizer of the event. Some examples are:
 - a. Sexual assault.
 - b. Harassment of any kind.
 - c. Cyberbullying.
 - d. Acts of racism.
 - e. Acts of sexism.
 - f. Acts of homophobia or transphobia.
 - g. Possession and/or exhibition of weapons.
6. Others considered by the Secretariat.

PARAGRAPH. For the purposes of the conference, the use of artificial intelligence for the drafting of discourses or any of the documents referred to in Title VI and Chapter IV of Title VIII of the Rules of Procedure will be understood as plagiarism and, therefore, the corresponding sanctions will be applied.

Article 58. Competence. Minor offenses will be known by the Dais; serious offenses, by the Under General Secretaries; very serious offenses, by the Secretariat. At any time, the Secretariat may take cognizance of any sanctionable conduct.

PARAGRAPH 1. There will be no appeal against the sanction for serious offenses when issued by the Secretariat.

PARAGRAPH 2. This does not apply to offenses that involve a situation of violence based on gender or discrimination.

TITLE VI. ABOUT THE ETHICAL REGIME

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PARAGRAPH 2. This does not apply to offenses that involve a situation of violence based on gender or discrimination.

TITLE VI. ABOUT THE ETHICAL REGIME

Article 59. Corrective for minor offenses. Minor offenses will be corrected directly by the Dais at first. The Dais may make a verbal call for attention, which will not entail major consequences unless it is ignored. In case of non-compliance with the call for attention, the Dais may apply a warning, which has a direct effect on the qualification matrix of the delegate who receives it.

The Dais may request the temporary withdrawal of a delegate to discuss their conduct and ensure compliance with the rules in the event if the delegate receives more than one warning.

PARAGRAPH 1. In case of removing a delegate from the room to establish a discussion about their conduct, the respective sponsor, faculty advisor, teacher or person responsible for the delegate must be present or must be notified as soon as possible.

PARAGRAPH 2. Warnings may be appealed to the corresponding Under General Secretary. In such a situation, the Under General Secretary will be in charge of listening to the reasons given by the Dais to impose the warning and those from the appellant. The decision taken by the Under General Secretary will not be subject to appeals.

Article 60. Sanctions for serious offenses. Anyone who commits a serious offense will be penalized by limiting their chances of winning an academic award or eliminating that possibility entirely, depending on the severity of the offense.

Article 61. Sanctions for very serious offenses. Anyone who commits a very serious offense will be penalized with:

1. Disqualification of the delegate for the possibility of an award.
2. Expulsion of the delegate from the conference without a refund. Delegates may be expelled without prior notice at the discretion of the Secretariat.

PARAGRAPH. The qualification of the severity of the offense will be the one that determines which is the offense to apply.

TITLE VI. ABOUT THE ETHICAL REGIME

Article 62. If the Secretariat finds that the misconduct may have a considerable degree of affectation that puts the interests, order and rights of the Universidad del Rosario or third parties at risk, it may inform the disciplinary authorities of the university about the conduct following the procedures referred to in the Rectory Decree No. 1478 of December 16, 2016 *“By which the Formative-Preventive and Disciplinary Regulation Regime of the Universidad del Rosario is adopted”*, in case of referring to a student of the Colegio Mayor de Nuestra Señora del Rosario. At the same time, it can also activate the protocol referred to by the Rectory Decree No. 1640 of August 3, 2020 *“By which the policies and guidelines of the Protocol of Violence based on Gender and Discrimination - VBG-D of the Universidad del Rosario are accepted”* in the event that the misconduct falls into the situations referred to in said protocol.

PARAGRAPH. Likewise, the scope of the sanctions by MUNUR limit with the competences of the active Secretariat and do not interrupt, take over or exceed those of Colombian law. Any judicial or disciplinary process at the University falls outside the competence of the Organizing Team of the conference and must be referred to the relevant authorities. The Organizing Team will cooperate with these authorities in whatever they require.

CHAPTER III. About the Procedure for Serious and Very Serious Offenses

Article 63. Procedure for serious offenses. The Dais, at the request of a delegate or ex-officio, will present the situation with the pertinent evidence to their respective Under General Secretary. Those involved will be called, who may be accompanied by their teachers or students in charge of the delegation (sponsors), to present their version and the existing evidence.

Once the procedure has been completed, the Under General Secretary will evaluate the occurrence, seriousness and intentionality of the conduct to determine the consequence. One of the decisions that the Under General Secretary can take is to dismiss the complaint, when it cannot be proven that the conduct occurred.

PARAGRAPH. The sanction imposed by the Under General Secretary may be appealed by the sanctioned delegate. In such a situation, the Secretariat will be in charge of listening to the reasons presented by the Under Secretary General and then those of the appellant. The decision made by the Secretariat will not be subject to appeals.

TITLE VI. ABOUT THE ETHICAL REGIME

Article 64. Procedure for very serious offenses. For the sanction of very serious offenses, the same procedure will be followed as for serious offenses, with the difference that this process will be carried out before the Secretariat with the figure of the respective Under General Secretary as a consultative entity. After completing the procedure, the Secretariat will evaluate the case to determine the pertinent consequence. The Secretariat reserves the right to define the appropriate conference behavior and is particularly sensitive to matters involving disrespect to other delegates and the conference Organizing Team. Decisions may include:

1. Dismissal of the complaint when it cannot be proven that the conduct occurred.
2. Applying the corresponding sanction.

PARAGRAPH 1. The Secretariat will be the one that determines, based on the qualification of the offense, what type of sanction applies.

PARAGRAPH 2. From documents that contains plagiarism, the plagiarized clauses/sections will be removed.

PARAGRAPH 3. If a delegate is expelled from the conference, their delegation is automatically disqualified from the collective awards.

Article 65. Procedure for cases of violence based on gender and discrimination (VBG-D). When the improper conduct falls on a situation of violence based on gender or discrimination (VBG-D), whoever has known of the facts that involve a participating person, either by the victim, by being a witness or being a victim, may inform the situation to any member of the Organizing Team to whom they have trust. If they are not part of the Secretariat, the person who is knowledgeable of the situation should only notify the Secretariat that a VBG-D situation occurred, limiting themselves to commenting on what the victim wishes to be disclosed and protecting their identity.

Once the Secretariat is aware of the situation, it must inform the CORA Team, the only one competent within the Universidad del Rosario to handle VBG-D cases, about the fact and can only take those measures that the CORA Team considers pertinent for the case in question.

PARAGRAPH 1. Being understood as a serious or very serious offense, the Secretariat can impose, upon recommendation of the CORA Team, the sanctions referred to in this Title, as well as all those that the CORA Team recommends that fall within the competences of the Secretariat.

TITLE VI. ABOUT THE ETHICAL REGIME

PARAGRAPH 2. In case it is seen that the situation has the potential to affect the rights of the victim or the rights of third parties associated with MUNUR, the Secretariat may request that the alleged aggressor to be expelled from MUNUR and limit the delegation of the alleged aggressor to be able to compete for the collective academic awards, as long as the CORA Team sees it as a necessary measure to take.

CHAPTER IV. About the Procedure to Sanction the Organizing Team

Article 66. Application of the Ethical Regime to the Organizing Team. The Ethical Regime of this document is applied to the people who are part of the Organizing Team for the commission of any improper conduct, in the understanding that they have the duty to safeguard the principles of the event and the good conduct of its participants.

Article 67. Minor offenses for the Organizing Team. Minor offenses for the Organizing Team are:

1. The use of attire that is not allowed within the dress code of these policies.
2. Getting dirty or cause damage to the facilities of the place where the conference is taking place.
3. Do not visibly carry the identification cockade, if any.
4. Share any sensitive information about the development of MUNUR that the Secretariat has not approved for disclosure.
5. Spreading uncertain rumors that have the potential to violate the rights of the members of the Organizing Team or MUNUR participants.
6. Others that the Secretariat considers.

Article 68. Serious offenses for the Organizing Team. The following will be serious offenses for the Organizing Team:

1. Ignoring the calls for attention by the hierarchical superior.
2. Smoking cigarettes, vapes or similar within the facilities where the conference is being held.
3. Disrespecting any participant or organizer of the event.
4. Committing any act of a sexual nature that does not violate the dignity and autonomy of the event participants.
5. Committing any action that is considered mild symbolic violence, that is, unintentionally reproducing stereotypes or misconceptions about the conference participants.
6. Behaviors that prevent the proper development of the activities organized for the event.

TITLE VI. ABOUT THE ETHICAL REGIME

7. Committing any action that promotes dishonesty and unethical work while participating in MUNUR spaces. These include, but are not limited to, the following:
- a. Betraying the trust of a delegate(s) or their work team for a personal reason.
 - b. Idea theft.
 - c. Alter or falsify important voting procedures.
 - d. Hiding or lying about information important to the committee.
8. Others considered by the Secretariat.

Article 69. Very serious offenses for the Organizing Team. The following will be very serious offenses for the Organizing Team:

1. The reiteration of a serious offense.
2. Being under the influence, possessing or consuming during committee sessions alcoholic beverages, psychotropic or psychoactive substances defined within the National Narcotics Statute and the authorities designated by it.
3. Incurring in plagiarism.
4. Using clothing in such a way that it disrespects its meaning and/or value for any culture, population, or person.
5. Commit any type of physical, verbal or psychological aggression against any participant or organizer of the event. Some examples are:
 - a. Sexual assault.
 - b. Harassment of any kind.
 - c. Cyberbullying.
 - d. Signs of racism.
 - e. Signs of sexism.
 - f. Signs of homophobia or transphobia.
 - g. Possession and/or exhibition of weapons.
6. Others considered by the Secretariat.

Article 70. About the sanctions for the Organizing Team. Depending on the offense, the Organizing Team may be given one of the following sanctions:

1. Call for attention by the hierarchical superior.
2. Be suspended from office for the time that their hierarchical superior determines.
3. Being fired from the position they hold by their hierarchical superior.

Article 71. Procedure for the fouls of the Organizing Team. If it is found that someone part of the Organizing Team could have committed one of the offenses referred to in this Chapter, they will be called by their hierarchical superior to clear the situation, where the Secretariat will act as overseer of said citation. Within this, the hierarchical superior or the Secretariat may request that people who have witnessed the situation to tell their version of the facts in order to clarify what happened.

TITLE VI. ABOUT THE ETHICAL REGIME

If it is verified that the person in question committed the misconduct, the sanction that the hierarchical superior or the Secretariat finds most pertinent to correct the conduct will be applied.

Article 72. Procedure for cases of violence based on gender and discrimination (VBG-D). When the misconduct falls on a situation of violence based on gender or discrimination (VBG-D), whoever has known of the facts involving a member of the Organizing Team, either by the victim, by being a witness or being a victim, may put knowledge of the situation to any other member of the Organizing Team. If they are not part of the Secretariat, the person who is knowledgeable should only notify the Secretariat that a VBG-D situation occurred, limiting themselves to commenting on what the victim wishes to be disclosed and protecting their identity.

Once the Secretariat is aware of the situation, it must inform the CORA Team, the only one competent within the Universidad del Rosario to handle VBG-D cases, about the fact and can only take those measures that the CORA Team considers pertinent for the case in question.

PARAGRAPH. In case it is seen that the situation has the potential to affect the rights of the victim or the rights of third parties associated with MUNUR, the Secretariat can dismiss the alleged aggressor from his position, as long as the CORA Team sees it as a necessary measure to take.

Article 73. If the Secretariat finds that the misconduct may have a considerable degree of affectation that puts the interests, order and rights of the Universidad del Rosario or third parties at risk, it may inform the disciplinary authorities of the university about the conduct following the procedures referred to in the Rectory Decree No. 1478 of December 16, 2016 “*By which the Formative-Preventive and Disciplinary Regulation Regime of the Universidad del Rosario is adopted*”, in case of referring to a student of the Colegio Mayor de Nuestra Señora del Rosario. At the same time, it can also activate the protocol referred to by the Rectory Decree No. 1640 of August 3, 2020 “*By which the policies and guidelines of the Protocol of Violence based on Gender and Discrimination - VBG-D of the Universidad del Rosario are accepted*” in the event that the misconduct falls into the situations referred to in said protocol.

PARAGRAPH. Likewise, the scope of the sanctions by MUNUR limit with the competences of the active Secretariat and do not interrupt, take over or exceed those of Colombian law. Any judicial or disciplinary process at the University falls outside the competence of the Organizing Team of the conference and must be referred to the relevant authorities. The Organizing Team will cooperate with these authorities in whatever they require.

TITLE VI. ABOUT THE ETHICAL REGIME

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TITLE VI. ABOUT THE ETHICAL REGIME

CHAPTER V. Commitment for the Prevention and Attention of Cases Violence Based on Gender and Discrimination

Article 74. The Universidad del Rosario has at its disposal a Protocol for the Prevention and Attention of Cases Violence Based on Gender and Discrimination (VBG-D), which reiterates its commitment and that one of MUNUR, with respect for diversity, equity and inclusion within the Rosarista community (students, teachers, officials and suppliers), always oriented by the search for the common good.

The University rejects any act of violence, harassment, discrimination, among others that put physical, emotional or psychological personal integrity at risk in any type of scenario. Throughout this protocol, the constitutional and jurisprudential criteria will be reflected and appropriated, in order for the University to be an executor of the prevention and resolution of VBG-D cases, with the seriousness, diligence and legality that have characterized it since its foundation and with the aim of discouraging situations of violence or their risk within the university community and without re-victimizing the affected people.

It is crucial to highlight that within the MUNUR space, all attendees, whether from the Universidad del Rosario or from another educational institution, are considered a member of the Rosarista community, that is, they can always make use of this protocol, of course, with their respective limitations according to the conditions of the situation that is presented.

TITLE I. GENERAL PROVISIONS

Article 1. Object. The purpose of the Rules of Procedure is to make the conference participants aware of the rules of Parliamentary Procedure that will govern MUNUR.

Article 2. Definition. The Parliamentary Procedure is the set of procedural rules that must be followed by both the Dais and the delegates, for the proper development of the debate within the committee. It is the delegates who determine the direction of the discussions; the Dais will have the faculty to use their best judgment in order to facilitate these debates.

Article 3. Scope of application. The Parliamentary Procedure will apply to all conference committees, unless an additional procedure is expressly stipulated in the committee's academic guide, in these regulations or belongs to the Under General Secretary for Crisis. In this regard, the Under General Secretaries, with prior authorization from the General Secretary, may issue special procedures for their committees. Said procedures will constitute a separate document or will be included in the respective academic guide; they will be the main regulatory rule for them and must be in harmony with this document.

In the event that said procedures do not regulate a specific aspect, or are not sufficient to resolve a conflict, the provisions of this document will apply imperatively. If, even after applying the Rules of Procedure, the conflict persists, it will be subject to interpretation by the Under General Secretaries as academic authority in the committees that are part of their Under General Secretaries. In case of dissatisfaction regarding the interpretation of the regulation or conflict regarding its application, the General Secretary will have the power to definitively settle the conflict. Documents containing information on Parliamentary Procedure will be accessible to all delegates to whom the specific procedure regulations apply.

| RULES OF PROCEDURE

TITLE I. GENERAL PROVISIONS

Article 4. Parliamentary language. Delegates must at all times use formal, academic, respectful language and in accordance with the diplomatic function they perform. The formality of the language can be relaxed in the committees where such a situation is established, but the interventions must always be guided by respect. The use of the third person to refer to the position taken by a delegation and the use of technical terminology of the matter to be discussed are components of parliamentary language.

Article 5. Permanent lobby. All the MUNUR committees are going to apply the figure of the permanent lobby without the possibility of being eliminated by the special procedures of each committee. In essence, delegates may leave the committee for the purpose of negotiating at any time, without requiring the permission of the Dais to do so. The only scenario where a space for negotiation can be established with all the members of the committee at the same time is through a motion for informal debate, that's why, if this type of motion passes, all the delegates who were outside of the committee must enter again to it.

PARAGRAPH 1. The only restriction that exists to the figure is when the committee's minimum deliberative quorum is broken, where the Dais must request that all the people who are in the permanent lobby enter the committee.

PARAGRAPH 2. The Dais may restrict the figure if it finds that on repeated occasions the deliberative quorum is broken, but it cannot eliminate the figure of the debate.

PARAGRAPH 3. When the delegates of the Press Committee of the Regional and Specialized Under General Secretary need to carry out a dynamic of their own committee, which requires some other delegates from the other committees, they may do so in the permanent lobby.

PARAGRAPH 4. The only space where delegates can use electronic devices, outside of informal debates, will be within the permanent lobby. While they are in other times within the committee, the use of electronic devices is not allowed, unless the Dais indicates otherwise.

TITLE I. GENERAL PROVISIONS

Article 6. Permanent speakers' list. Once the agenda has been set, the permanent speakers' list will automatically open. The permanent speakers' list will remain open throughout the conference and will be the residual debate mechanism that will apply as long as a motion for a different mechanism has not been approved by the committee. During the permanent speakers' list, the Dais will set, either on its own initiative or at the proposal of a delegate, the duration of each intervention.

PARAGRAPH 1. When the permanent speakers' list is opened, the Dais should ask the delegates if they wish to be added to the permanent speakers' list or not. It will be at the discretion of the Dais to define how many delegations can be added at first. If after opening the space there is a delegation that wishes to be added, it must be done through floor messaging, which is available at all times.

PARAGRAPH 2. At the end of their speech, if the delegate has time remaining, he may give it to the Dais, or to another delegate, or open to points of information (related to the subject of his speech). Similarly, the Dais will cross the speaker off the speakers' list.

PARAGRAPH 3. The permanent speakers' list, if its currently happening, may be suspended by the proposition of a motion.

Article 7. Quorum. The quorum is the number of delegates necessary within the committee required for the development of the committee. Within MUNUR there will be two (2) types of quorums, namely, deliberative and decisive.

PARAGRAPH 1. The deliberative quorum corresponds to the minimum number of people who must be inside the committee to debate or discuss the points of the committee's theme, or vote on procedural issues, which corresponds to the half plus one (50%+1) of the delegates.

PARAGRAPH 2. The decisive quorum corresponds to the minimum number of people that must be inside the committee to vote on any substantial issue, which corresponds to three fifths ($\frac{3}{5}$) of the participants.

PARAGRAPH 3. A quorum is presumed, unless the Dais, ex officio or at the request of a delegate, verifies that this is not the case.

Article 8. Voting. Within MUNUR's committee sessions there are two (2) types of voting, namely, those that fall on procedural issues and those that deal with substantial issues.

TITLE I. GENERAL PROVISIONS

Article 9. Resources on procedural decisions. The procedural decisions of the Dais may be appealed immediately after being issued. The delegate, through a point of information or order, will be recognized and will be granted the floor to appeal the decision. The Moderator will be able to rule on the matter, and the decision will be put to a vote by the committee. To revoke the original decision, the favorable vote of two thirds ($\frac{2}{3}$) of the committee will be required.

PARAGRAPH. The following decisions may not be appealed:

1. The approval of a final document or amendment.
2. The declaration of out of order of a motion, to open the permanent speakers' list when it is needed, to suspend the session, to extend or not the debate or not to recognize a point of information to the speaker.
3. Closing an informal discussion session early.
4. The refusal to the exercise of the right of reply.

TITLE II. ABOUT THE CONFORMATION OF THE DAIS

Article 10. Conformation of the Dais. The Dais will be integrated by a plural number of Directors and Moderators according to the needs and size of each committee. They are in charge of directing the debates and may rotate their positions among themselves, as they deem appropriate. They will oversee the definition of the academic awards of the committee following the rules set forth in this document and the procedure stipulated for it.

PARAGRAPH. Depending on what the Secretariat determines for each of the committees, the Directors may be the Moderators as well.

Article 11. Directors. They are the substantive experts of the committee and must master the topics to be discussed. They will be in charge of preparing the academic guides of the committee and are the highest authority within it. They supervise the presentation of all the documents that are discussed in the sessions, which must be approved by the Directors to be presented in the committee.

Article 12. Moderators. The Moderators are the committee's procedural experts and must ensure the application of the special procedural rules of this document. They will be in charge of equally distributing the use of the word and accepting the issues that are in order within the committee. The role they play within the committee does not exempt them from their duty to actively participate in the writing of academic guides.

TITLE III. ABOUT THE MOTIONS

Article 13. Definition. The motions are the requests presented by the delegates to their Dais according to the purpose pursued. The delegates must raise these requests in a timely manner and according to the norms established in the subsequent articles. Any motion that the Moderator considers to be in order must be voted to determine whether to proceed with its execution or not, which are voted as a procedural matter. Motions may not interrupt the intervention of a delegate. Subsequent articles define the different kinds of motions that will proceed in MUNUR.

Article 14. Motion to open session. It must be done during the first work session. It will allow the committee session to officially open for the duration of the conference. This will be the only motion that will be in order at the start of the first session of the first day.

Article 15. Motion to establish agenda. It proceeds after opening the session. The proposed motion must be precise regarding the topic to be discussed of the agenda so that it can be discussed as the first topic within the committee.

When proposing the motion, the delegate must state what topic will be opened and if they consider pertinent to open a short speakers' list for and against the opening of said topic of the agenda. If so, such debate will take place prior the voting of the motion. In such case, there will be up to three (3) speakers in favor and two (2) speakers against, with the delegate who proposed the motion being one of the speakers in favor. The time that each delegate will have to intervene can be proposed by the delegate or determined by the Dais, but in any case, it will not exceed five (5) minutes.

If the debate is not proposed, the motion will be voted directly. This motion may be entertained along with other agenda setting proposals.

PARAGRAPH 1. This motion will only proceed when the committee has more than one topic established or when it has an open agenda. In the event that the committee has only one (1) topic, it will automatically proceed to discuss it.

PARAGRAPH 2. Once the first topic is resolved, the committee will automatically proceed to discuss the second topic, when applicable.

PARAGRAPH 3. Setting the agenda automatically opens the committee's permanent speakers' list.

PARAGRAPH 4. The committees of the Under General Secretary for Crisis are exempt from this motion.

TITLE III. ABOUT THE MOTIONS

Article 16. Motion to debate in a speakers' list. It proceeds to open a speakers' list, which is different from the permanent speakers' list. The delegate must indicate the time per speaker and the number of speakers, along with the topic of the debate. If approved, the Moderator will proceed to choose the speakers that will be part of the list, where the delegate who proposed the motion must be included either at the beginning or at the end. Likewise, this motion may be proposed to carry out a motion for and against of any point or topic. At their discretion, the Moderator may amend the motion made by the delegate if they deem it appropriate.

PARAGRAPH 1. If there is time left of the delegate's intervention, the time may be given to the Dais, to the next speaker or points of information may be opened to the speaker. When time is given to the Dais, it is as if time had been used. When the time is given to the next speaker, the remaining time of the intervention is transferred to the person who continues on the speakers' list. When it's use for points of information to the speaker, the Dais will determine the number of points to recognize and the time per response.

PARAGRAPH 2. The Dais may decide whether to allow the remaining time of an intervention, if not used all the time, can be determine by the speaker or if it is transferred ex officio to the Dais. Appeals on this decision will not be accepted.

Article 17. Motion for formal debate. It proceeds to start a formal discussion or by placards. It must be proposed with the total time, topic of the debate and time per speaker (optional). At their discretion, the Moderator may amend the motion made by the delegate if they consider it pertinent. The delegate making the motion may be recognized first or last, at their own choice.

Article 18. Motion for informal debate. It is used to open a time for informal debate. Informal debates are characterized by an open discussion, without moderation by the Moderator, in which delegates may discuss any topic of their choice. The delegate proposing this motion should only set the time for informal debate. The Moderator may amend the motion made by the delegate if they deem it appropriate.

Article 19. Motion to extend the time of a debate. It can be used to extend the time of a formal debate or informal debate. For this motion, the extension time must be indicated, and it will not proceed with those debates whose time has expired. This extension cannot be more than half the time previously established for the debate wishing to extend. Likewise, the delegate who proposed the motion, if approved, will be recognized immediately.

TITLE III. ABOUT THE MOTIONS

Article 20. Motion to close a debate. It will proceed to close a debate, either a speakers' list, a formal debate or informal debate. When proposing, the delegate must indicate the reason for the motion. It will be at the discretion of the Moderator to entertain the motion or not.

Article 21. Motion to present a working paper. This motion must be made in order to present a previously introduced working paper. This motion may be proposed by any member of the committee.

PARAGRAPH. A working paper will be understood as introduced when the Dais determines that the working paper can be considered as a document within the committee.

Article 22. Motion to present a press release. This motion must be made in order to present a press release within a committee. Only those press releases that have been approved by the Dais may be presented. This motion may be proposed by any delegate of the committee.

Article 23. Motion to introduce a final document. Once the Dais has approved that a final document can be distributed within the committee, this motion must be made in order to refer directly to the content of the final documents within the committee. It may be requested through this motion that one, some or all of the final documents be introduced. If a final document is not introduced, the delegates will not be able to refer to the content of it, in which case they can receive the penalty of a warning from the Dais.

Article 24. Motion to present a final document. This motion allows the presentation of a final document that was previously introduced. The delegate who makes it must indicate the number of the final document to be presented. If approved, the presentation and questions session will begin, with the specifications of time, mode and number of exhibitors dictated by the Dais.

PARAGRAPH. Several motions to present final documents can be presented, as well as in one motion it can be requested that all final documents be presented in the order established by the proponent of the motion.

Article 25. Motion to open to the amendment process. This motion proceeds to open the amendment process. With this motion, the amendments that exist to modify the final documents are not passed out of hand. The following sections explain how the amendment process works.

TITLE III. ABOUT THE MOTIONS

Article 26. Motion to open to the final vote. Once the debate on the topic and the final documents have been completed, this motion will proceed to move on to the voting process for the final documents. If approved, all other committee business will be suspended, and the procedure for voting the final documents will begin.

PARAGRAPH 1. Activate the voting process, only the motions division of the question or reordering the final documents will be entertained, as well as the points of parliamentary inquiry, personal privilege and order that exist within the committee.

PARAGRAPH 2. As a general rule, voting will always be done in the numerical order assigned to the documents by the Dais, unless a motion is made to reordering the final documents.

PARAGRAPH 3. Once a final document is approved, the other final documents that may exist will not be voted on, unless the special procedure rules of each committee dictate otherwise.

Article 27. Motion for division of the question. If approved over a final document, a substantial vote will be passed over the operative clauses or articles to determine how the final document will look. With the new document established, it will be voted on as a whole. When formulating the motion, the delegate must indicate the reasons for this motion and the final document on which they want to apply.

PARAGRAPH. Multiple motions may be filed for division of the question. The Dais will determine the voting order of the motions, depending on the severity of the motion.

Article 28. Motion to reordering the final documents. This motion may be made to rearrange the voting sequence of the committee's final documents. The delegate who proposes it must specify the voting order that they wish to apply and the reasoning behind reasons said order.

Article 29. Motion to file a final document. Any delegate may propose this motion for reasons of form of the project or failure to comply with any of the requirements set forth in this document. When introducing it, the delegate must include the reasons for it. If so, the final document will be filed. The delegate who insists on the project that has been filed after the vote will be warned.

TITLE III. ABOUT THE MOTIONS

PARAGRAPH. A final document may be filed for the following reasons:

1. For not complying with the formal requirements demanded by the Dais for the final documents.
2. For not adjusting to the specific scope of the committee or containing proposals that exceed the powers of the committee.
3. For having proposals that are physically impossible to carry out or ideas that exceed the limits of physical reality.

Article 30. Motion to suspend the session. It is used to suspend the session at any time due to a recess or change of day.

Article 31. Motion to resume the session. It is used to resume the session at any time after a break or day change.

Article 32. Motion to close the agenda. It can be proposed to end the discussion of the topic for the continuation of the one that remains to be discussed or to close the session if it is the last session of the conference.

Article 33. Motion to close session. It is used to close the committee session. It is used only in the last work session, according to the schedule of activities of the event.

Article 34. The above list is exhaustive, without detriment to the motions that also exhaustively establish the specialized procedures of the Model's committees and others established in this document.

Article 35. Order of disruptiveness of motions. The disruptiveness of the motions will be resolved as indicated below:

1. Motion to close session.
2. Motion to suspend session.
3. Motion to resume session.
4. Motion to close agenda.
5. Motion to introduce a final document.
6. Motion to present a final document.
7. Motion to introduce a working paper.
8. Motion to introduce a press release.
9. Motion to open to the amendment process.
10. Motion to file a draft resolution.

TITLE III. ABOUT THE MOTIONS

- 11.Motion for reordering the final documents.
- 12.Motion to open to final vote.
- 13.Motion for the division of the question.
- 14.Motion to extend the time of a debate.
- 15.Motion to close the debate time.
- 16.Motion to open an informal debate.
- 17.Motion to open a speakers' list.
- 18.Motion to open a formal debate.
- 19.Motion to set the agenda.
- 20.Motion to open session.

Article 36. When the Dais has two (2) motions of the same nature under consideration, the disruptiveness will be decided in order of arrival to the Dais. When the Dais has two (2) or more motions with the same intention to consider, either for the opening of debates or their extension, it will start voting the one that takes the most time.

PARAGRAPH. The Dais will not entertain more than three (3) motions at a time.

TITLE IV. ABOUT THE POINTS

Article 37. Definition. A point is a request made by the delegate to regulate the debate. The purpose of the points is to maintain order within the committees during the conference.

Article 38. Point of Order. It is employed in case of any breach of parliamentary procedure. The Dais will verify and determine the veracity of the error, and will correct the problem immediately, if it deems it necessary. This point can interrupt the speech of another delegate; however, the Dais may restrict its use when it is excessive, superfluous or incorrect. This means that, at the discretion of the Dais, this point may be non-interruptible. The incorrect use of this point may lead to a warning.

Article 39. Point of Personal Privilege. It is employed in case of there are impediments the restrict the ability of a delegate to participate fully and correctly in the session. The Dais will verify the request and consider granting the necessary assistance to eliminate or correct any discomfort presented. This point does not have the ability to interrupt the speech of another delegate, except in cases where it is impossible to hear the speaker properly or cases that are urgent for the delegate. The incorrect use of this point may lead to a warning.

Article 40. Point of Parliamentary Inquiry. It is addressed solely to the Dais regarding procedural, protocol, logistical or disciplinary matters. It will be up to the Dais to accept and respond to the point. This point cannot interrupt the speech of another delegate at any time. The incorrect use of this point may lead to a warning.

Article 41. Point of Information for the Speaker. Aimed at asking questions in times of speakers' lists to the speaker who has finished their speech and have time remaining from it. The Dais will ask the delegate who has time left for his speech if they wish to open to information points and will determine how many points will be recognized from the remaining time.

Article 42. Point of Relevance. It may be used when a delegate mentions an issue other than the one that's under discussion in the debate in question. Thus, if what is alleged is sustained, the Dais will ask the delegate who is outside of the topic to rectify its intervention. This point may not interrupt the speech of another delegate, and its incorrect use may lead to a warning.

TITLE IV. ABOUT THE POINTS

Article 43. Right to Reply. When a delegate considers that another delegate has directly attacked them as a person or as a representative of their respective State, the offended delegate may invoke this right. They must do so as written form to the Dais and indicating the reasons that motivate his Right to Reply. The Dais will decide, in sole instance, if the right to reply is in order or not. If the entitlement is in order, the delegate invoking the entitlement will be recognized for one minute and present their arguments to the committee. If found supported the Right to Reply, the Dais will warn the person who committed the offense. If the Right to Reply is equivocal, or if the delegate uses it excessively, a warning will proceed against the delegate who accused.

Article 44. Order of disruptiveness of the points. The disruptiveness of the points will be resolved as indicated below:

1. Point of Personal Privilege.
2. Point of Order.
3. Point of Relevance.
4. Point of Parliamentary Inquiry.

Article 45. When the Dais considers two (2) points of the same nature, the disruptiveness will be decided in order of arrival to the Dais. When the Board has one (1) point and one (1) motion before it, it will resolve the point first.

TITLE V. ABOUT THE VOTING

Article 46. Voting on procedural issues. For procedural issues, all delegations or persons present must second the motion being voted to indicate that they understand it. If there is a delegation or character that does not second the motion, the Dais must repeat the motion in question and, if necessary, explain.

Subsequently, the Dais will call the delegations or characters for and against the adoption of the motion that is being voted, and the delegates will indicate their position by raising their placard in the appropriate way. Crisis committees or others if established in their respective academic guides are exempted from the obligation to second motions in procedural voting.

Procedural issues go through the affirmative vote of half plus one (50%+1) of the delegates.

Article 47. If there are several motions and points on the Dais, the points must be addressed first and then the motions. The points will be dealt with in the order of arrival to the Dais, with the exception of the personal privilege point, which has preponderance over the others.

Article 48. Voting on substantial issues. Substantial issues will be voted on by list. The Dais will read the names of the delegations or characters that were present at the roll call, in alphabetical order and each delegation must declare themselves 'in favor', 'against' or abstain from voting, depending on their vote. The delegations or characters that have declared themselves present and voting may not abstain.

After having completed the roll call, the Dais must ask if any delegation or character wishes to reconsider their vote. Votes may only be changed from abstention to 'for' or 'against', and 'against' or 'in favor' to an abstention. It is not appropriate to change a vote from 'for' to 'against' or vice versa.

PARAGRAPH 1. The voting criteria will be subject, firstly, to the rules of the simulated organisms and, secondarily, to the provisions of this document. As a general rule, substantial issues go through the affirmative vote of half plus one (50%+1) of the delegates present.

PARAGRAPH 2. Voting will always take place with the delegates present in the room.

PARAGRAPH 3. Abstention generates the reconfiguration of the quorum. In other words, abstention is understood as if the delegation or character were not present in the committee, therefore the required majorities change. The same thing happens if the delegation is called, and it is not present.

TITLE V. ABOUT THE VOTING

PARAGRAPH 4. During voting, no one can enter or leave the committee once the Dais has decreed the start of the voting. The delegate who tries to leave or enter at this time will be warned.

PARAGRAPH 5. Voting on a substantial issue by placards may be possible if the Dais sees it more pertinent this way or if there is little time left before the committee ends.

Article 49. If during a vote on substantial issues a delegate votes against his foreign policy, they may state their reasons for having voted in that regard.

TITLE VI. ABOUT THE DOCUMENTS

Article 50. General Provisions. All documents used during MUNUR must be prepared during committee sessions. Documents that have been previously prepared, or done outside the spaces designated for such, will not be accepted. If so, the corresponding sanctions defined in this document will be applied. The only documents that can be made prior to the event are the position papers or those that are defined by the academic guides of each of the committees.

Article 51. Diplomatic notes or floor messaging. These are the notes through which delegates can communicate with each other and avoid being disruptive or disrespectful to the ongoing debate. The communications that are handled by diplomatic notes must be in accordance with the committee and the discussions of the sessions, if they deviate from this framework or violate any of the rules of this document, a warning will be applied to the delegates who are misusing the diplomatic note.

PARAGRAPH. In MUNUR the figure of Floor Secretary will not be handled. For this reason, one (1) or two (2) of the delegates of the committee must act as this figure, with the prior approval of the Dais. By discretion of the Dais, it may act as Floor Secretary.

Article 52. Position papers. These are documents where the delegates officially present their understanding of the issues in question, outline the position of their country or character on the topic, and propose possible solutions that could be debated in the committee. When writing this document, the following format can be followed:

1. The first paragraph of the position paper needs to describe what are the most pressing and relevant aspects of the issue, as well as some facts that could be used in a debate or to support a point.
2. The second paragraph should be used to describe what the nation or character being represented will be discussing in the committee, why the aspects described in the previous paragraph are so important to the country or character, and what unique aspects of the State or character are related to the topic.
3. Finally, the third and last paragraph should contain the ideas for possible solutions, as well as courses of action that it is believed should be included in a final document.

When writing this document, it is important to use third person if representing a nation, or first person if representing a character. All position papers should be typed in Times New Roman font size 12, single spaced, and be approximately one page long per committee topic.

TITLE VI. ABOUT THE DOCUMENTS

PARAGRAPH 1. The Organizing Team will communicate to the delegates the maximum term in which the position paper must be delivered.

PARAGRAPH 2. By discretion of the Under General Secretaries, it may be determined that a certain committee is exempt from presenting a position paper.

PARAGRAPH 3. The committees of the Under General Secretary for Crisis are the only ones that are exempt from submitting position papers, unless the Under General Secretaries determine otherwise.

Article 53. Press releases. These are the public statements made by a delegate, a group of delegates, or the committee as a collegiate body, regarding a situation before the media. The effect of press releases should be determined by considering, among other things, the committee's historical factors.

PARAGRAPH. There is no specific format for press releases.

Article 54. Working papers. These are essentially short documents that present and recommend ideas to address some aspects of the topic being discussed that result from the negotiation between the delegates. These documents are a precursor to the draft resolution or final document. They do not need to be written in a specific format.

Although delegates are encouraged to reflect on the QARMAS section of their respective guide, they are not required to address and answer all of these questions in their working papers. Also, it is not necessary for an idea to appear on a working paper before it can appear in a final document. However, delegates are encouraged to present ideas early in the discussion via working papers if they hope to include those ideas in a final document at a later stage.

Article 55. Draft resolutions. It is one type of final document. The goal of the delegates is to redact a resolution, which details specifically how the committee envisions actions to be taken to solve a specific problem. In contrast to the nature of the working paper, the draft resolution has a more formal and specific structure consisting of guidelines that delegates must follow. For a draft resolution to be submitted to the committee, the following conditions must first be met:

TITLE VI. ABOUT THE DOCUMENTS

1. The draft resolutions in MUNUR do not have the figure of head blocks or sponsors, instead, the draft resolution requires an established number of signatory countries. These should be arranged alphabetically at the top of the document. Being a signatory country means that the delegation considers that the project should be introduced and discussed in the committee. The Dais will establish the necessary number of signatory countries for the draft resolutions.
2. This must adequately address the points set out in the QARMAS section of the respective academic guide, like any other point that has been raised in the course of the debate.
3. It should be well written, concise, correctly formatted, and free of grammatical and typographical errors.
4. It must receive the approval of the Dais, especially the Directors. They have the discretion to suggest changes to a working document or draft resolution, or redirect submitters to cooperate with delegates with similar documents, before approving any document.
5. It must be a completely original work done at the conference. No pre-written draft resolutions will be allowed, and plagiarism will not be tolerated.
6. It must comply with a minimum of preambulatory and operative clauses. The Dais will define the minimum for each case.

PARAGRAPH 1. The committee can only approve one (1) resolution for each topic in MUNUR. This means that if one (1) is approved, any other draft resolution will not be taken into account and will be filed.

PARAGRAPH 2. Delegates may sign more than one draft resolution, which does not oblige them to vote in favor of these if they do not wish to.

PARAGRAPH 3. The preambulatory clauses establish the historical, political, and social context of the issue, as well as the past actions that justify the decisions made by the committee. Examples of preambulatory clauses can be found in Annex 1 of this document.

PARAGRAPH 4. The resolute or operative clauses express the specific actions that the committee will take on the topic discussed. The clauses may refer to commitments made by States, NGOs or personalities present at the conference. Examples of resolution phrases can be found in Annex 2 of this document.

PARAGRAPH 5. The Dais can file a draft resolution ex officio for not meeting the minimum formal requirements.

Article 56. Other documents. The academic guides of each of the committees can define other texts that are not stipulated in this document to be delivered as a product of the work sessions of the committees. It will be the duty of the Dais to ensure that the formal requirements of each of these documents are met.

TITLE VII. ABOUT THE AMENDMENTS

Article 57. Definition. Amendments are substantive changes that a delegation wishes to make to a final document that has been introduced and discussed in committee. They can draw attention to points not initially covered in the final document and ensure that those points are included in the text. Within MUNUR, all amendments are understood as unfriendly.

PARAGRAPH. Amendments may only be submitted on matters of substance and not of form.

Article 58. Amendment requirements. In addition to obtaining the consent of the Dais, delegates must obtain a certain number of signatories for an amendment to be presented, which will depend on the quorum of the committee and will be left to the decision of the Dais. It must also follow the following format:

1. Title.
2. Issuer(s) or author(s) of the amendment.
3. Signatures of the countries that wish to see the amendment introduced.
4. Stipulation of what they want to change inside the final document.

PARAGRAPH. The amendments, before introducing the change to be made in the document, will have to indicate the action that itself. That is, it must include the word modify, add or delete. Without indication of the action, the amendment will not be considered by the Dais.

Example

Amendment to Draft Resolution 1.3

From: Central African Republic and Swiss Confederation

Signatories: United States of America, Republic of China, Republic of Colombia, State of Japan.

Add clause 12.1, which will say the following:

12.1. The XYZ program, which consists of distributing SARS-COV2 vaccines to isolated regions around the world, will be carried out by Doctors Without Borders in partnership with the ministries of health of each of the countries in question.

TITLE VII. ABOUT THE AMENDMENTS

Article 59. Introduction of amendments. The Dais will tell the delegates the moment in which the amendments to the final documents that exist within the committee can be presented. At the end of the established time, the Dais will tell the committee members that the motion to start the amendment process can be presented.

Article 60. Amendment process. Once the motion to proceed to the amendment process is approved, the Dais will proceed to read the amendments in order of arrival that meet the requirements. Next, they will open a debate with a speaker in favor of the amendment presented and another against, whose maximum time per intervention can only be 30 seconds. Once the interventions are over, the voting on the amendment will continue.

PARAGRAPH. This procedure will be carried out with each of the amendments received and approved by the Dais.

Article 61. Voting on amendments. The amendments are approved by half plus one (50%+1) of the delegates of the committee. The voting is done by placards.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

CHAPTER I. General Provisions

Article 62. Object. In order to achieve the special dynamics required by the committees of the Under General Secretary for Crisis, the following sections will present the special provisions of the parliamentary procedure that is part of this Secretary.

PARAGRAPH. What is set forth in this Title does not exclude that the academic guides of the conference committees add special provisions for the crisis procedure that is handled in these, whether they are those of the Under General Secretary for Crisis or not.

Article 63. Classification of crisis committees. The committees of the Under General Secretary for Crisis can be classified as Crisis Cabinets (GAC), Unilateral Crisis Cabinets (GAU) or Electoral Crisis Cabinets (GAE).

PARAGRAPH 1. The GACs are those crisis committees in which two groups of delegates face each other, generally, to win a war, a fight or a competition.

PARAGRAPH 2. The GAUs are those crisis committees that do not have a direct adversary, or their competition is with the Strategy Center. They can recreate various scenarios, in which they are, but are not limited to, Boards of Directors, Party Meetings, Government Cabinets, Conferences, Competitions, among others. In this sense, in principle, all pursue delegates the same goal.

PARAGRAPH 3. The GAEs are those crisis committees that recreate an electoral contest. Usually, there are two opposing sides, but it can also be just one competing against the Strategy Center.

Article 64. Dynamics of the crisis committees. All crisis committees will be characterized by a rapid movement, where the discussions will be moved by the directives (public or private) made by the delegates and the crisis updates made by the Strategy Center. In this type of committee, the Dais, as they represent characters, can intervene.

PARAGRAPH. It will be at the discretion of the Under General Secretary for Crisis to define how the directives will be received. This is understood as the physical or digital reception inbox for the directives.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 65. Strategy Center. The committees of the Under General Secretary for Crisis are characterized by having a Strategy Center. This has the function of moving the committees of the Under General Secretary by receiving the actions that the delegates propose within the committee and deciding the result of these. Likewise, they can propose their own strategies to move the committees they have in charge in order to dynamize the committee or make it more interesting.

PARAGRAPH 1. For each crisis committee there will be one (1) Strategy Center that will be in charge of dynamizing it. A Strategy Center can oversee more than one committee at the discretion of the classification of the simulated committees, and what is defined by the Secretariat with the Under Secretary Generals for Crisis.

PARAGRAPH 2. The Strategy Center will have the task of designing the crisis arc that will be used in the committees that it oversees, in order to give it the same narrative line. The arc of crisis will be that story line that sets the committee, according to its universe or time; establishes the parameter of the result of the actions, and limits the consequences of these.

Article 66. Crisis updates. The Strategy Center can inform the committee about recent events in the committee 'world' in the form of updates, which can be in person, in written form or through other means of communication. These updates are in accordance with the crisis arc and Strategy Center's plans for the committee, but can also be the result or response to actions that delegates developed through public, private, or joint private directives.

PARAGRAPH. When crisis updates are released, the Strategy Center can answer any questions delegates have about the update. It will be at the discretion of the members of the Strategy Center to answer or not the questions that there are, as well as limit the number of answers.

Article 67. Permanent lobby. Except for the Security Council committee, the crisis committees will not have the permanent lobby figure as the other committees do, as established in Title I of the Rules of Procedure.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 68. Points. The points referred to in Title IV of the Rules of Procedure may be presented in the crisis committees. Likewise, the Dais must entertain the points there are before proceeding with the voting of the motions.

Article 69. Voting. The votes for procedural issues for crisis committees are governed by what is established in Title V of the Rules of Procedure. Substantial issues for the crisis committees go through the affirmative vote of half plus one (50%+1) of the delegates present.

PARAGRAPH 1. Both procedural and substantial issues voting will be held by voting with placards.

PARAGRAPH 2. In the academic guide for the Security Council it could be determined if there's a special procedural and substantial issues voting system.

CHAPTER II. About the Conformation of the Dais

Article 70. Dais. The Dais for the Under General Secretary for Crisis is divided into two (2), namely, the one in charge of moderating and directing the discussions that take place within the committee and the one in charge of the Strategy Center.

Article 71. Dais within the committee. The Directors and Moderators referred to in Title II of the Rules of Procedure will be the same for the Dais in charge of the committee, who will receive the name of Dais for crisis committees. At the discretion of the Under General Secretary for Crisis, they may personify the role assigned to them, so they can take a position about what happens in the committee, without restricting the public or private decisions made by the delegates.

PARAGRAPH. For subsequent articles when talking about the Dais, it is referring to the Dais within the committee.

Article 72. Dais in charge of the Strategy Center. The Strategy Center will be made up of a Director, a Sub-Director and Agents of the Strategy Center and will receive the plural name of the Strategy Center.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

CHAPTER III. About the Motions

Article 73. Crisis committees, by their nature, have special motions that differ from the motions described in Title III of the Rules of Procedure. It will be at the discretion of the Dais to define whether or not to use the motions referred to in Title III of the Rules of Procedure.

PARAGRAPH 1. It is worth mentioning that for the crisis committees, the motions to start session, resume session, suspend session, close session, open a formal debate time, open an informal debate time, extend the debate time and close the debate time will also apply.

PARAGRAPH 2. The academic guides of the crisis committees may establish other motions applicable to the days of the session other than those established in this Title.

Article 74. Motion to start a quick round of perspectives. This motion is proposed to open a debate, where each delegate has a specific time to make his speech, following a specific order, generally determined by the attendance list that the Dais has. All the delegates of the committee must intervene. The proposing delegate must establish the time per speaker, the total time, the topic of the debate, the order, and if they want to start or end the quick round of perspectives. The Dais may amend the motion made by the delegate if it deems it appropriate.

PARAGRAPH 1. If there is time left of the delegate's intervention, the time may be given to the Dais, to the next speaker or points of information may be opened to the speaker. When time is given to the Dais, it is as if time had been used. When the time is given to the next speaker, the remaining time of the intervention is transferred to the person who continues on the speakers' list. When it's use for points of information to the speaker, the Dais will determine the number of points to recognize and the time per response.

PARAGRAPH 2. The Dais may decide whether to allow the remaining time of an intervention, if not used all the time, can be determine by the speaker or if it is transferred ex officio to the Dais. Appeals on this decision will not be accepted.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 75. Motion to start a consultation of the whole. In the consultation of the whole, the delegates are the ones moderate the debate while they are in their seats or standing. In this sense, the delegate who proposes the motion must indicate the total time and will be the one who starts talking. As delegates finish their interventions, they must recognize the next speaker. The Dais will only intervene to impose decorum within the debate. The Dais may amend the motion made by the delegate if it deems it appropriate.

Article 76. Motion to start a gentlemen's debate. It will function as an informal debate, but the delegates will remain seated at their seats while negotiating among themselves. The total time of the motion must be proposed. The Dais may amend the motion made by the delegate if it deems it appropriate.

Article 77. Motion to start a 1v1 debate. It is proposed to discuss whether or not a public document made by a delegate is appropriate or to refute any statement. The delegate proposing the motion must state the number of speakers in favor and the number of speakers against, as well as the time per intervention and the topic. The Dais may amend the motion made by the delegate if it deems it appropriate.

PARAGRAPH 1. The same number of speakers for and against should be entertained.

PARAGRAPH 2. The motion will change its name according to the number of speakers. For example, if there are 4 speakers in total it should be proposed as a motion to start a 2v2 debate.

PARAGRAPH 3. Once the motion is approved, the Dais will proceed to ask which delegates wish to be part of the debate, giving preference to the person who proposed the motion. If there are no volunteers, the Dais may recognise one or several of the delegates ex officio.

Article 78. Motion to introduce a public document. It will proceed to present or read the public documents that exist at that time and that meet the parameters for their introduction. The person proposing the motion must determine which document will be presented or read, or if they want all documents delivered to the Dais up to that time to be presented or read.

PARAGRAPH. The Dais will have the possibility of reading the documents or asking those who wrote them to present them within a time established by the Dais.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

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TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 79. Motion to vote a public document. It is used to open the voting process of a public document that has already been introduced into the committee. The delegate has the discretion to request that each document be voted separately or all of those that were introduced.

Article 80. Motion to amend a public document. It is used to open the process of amendments of a public document. Chapter V of this Title will explain the parameters for amendments in the Under General Secretary for Crisis.

Article 81. Motion to create a motion. It is used to allow the delegates who propose it to create a new motion within the committee, said motion must have a name, the necessary requirements to propose it and the dynamics to be introduced in the committee. If this motion passes, only the creation of the motion is approved, but it is not approved to enter the time that the motion created. The Dais will have the power to dismiss it if it sees that the motion created, in substance, is the same as the motions established in this document or the academic guides.

Article 82. Motion for a press conference. Unlike what happens in the committees of the other Under General Secretaries, in order to interview the members of the committee or interact with the delegates of the Press Committee this motion must be proposed. The motion must be proposed with enough time for the Press delegates to be summoned, but the press conference can only take place during the last 10 minutes of each session. Thus, the delegates will be able to be part of the dynamics of the Press delegates.

PARAGRAPH. The statements of the delegates that are given in the press conferences may be used in crisis updates.

Article 83. Motion to call the Strategy Center. Its objective is to facilitate the communication process between the Strategy Center, the Dais and the delegates. The delegate who proposes this motion must specify if, after the arrival of the Strategy Center, they will be asked to make a deal or a series of questions, the number of questions will be previously specified by the person who proposes the motion. Likewise, it will also be necessary to clarify the issue or the reason for calling the Strategy Center to the committee. It will be at the discretion of the Dais to establish a maximum time for the realization of this motion.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 84. Disruptiveness of motions. To determine which is the most disruptive motion, the time of the previous motion, whether the motion was for debate or to negotiate, and the subject of the previous motion need to be considered. The Dais will begin the voting the most disruptive motion, following these parameters.

PARAGRAPH 1. Debate motions will be understood as the motion for a formal debate, the motion to debate in a speakers' list and the motion to establish a quick round of perspectives.

PARAGRAPH 2. The motions for informal debate, gentlemen's debate and cabinet consultation will be understood as negotiation motions.

PARAGRAPH 3. Having finished a debate or negotiation motion, the one that belongs to the opposite category will be preferred in the order of disruptiveness. The motions not included in the two previous categories will be the most disruptive in accordance with the order established in article 35 of the Rules of Procedure.

PARAGRAPH 4. The motion to create a motion will always be the most disruptive, followed by the motion to call the Strategy Center. The motions created during the committee may be considered as belonging or not to the debate or negotiation motions according to their nature.

CHAPTER IV. About the Documents

Article 85. Public documents. These are understood as the documents that concern entity of the committee and, therefore, require their approval by voting as substantial issues to be sent to the Strategy Center. These, like private documents, will be considered for crisis updates and the resolution of the crisis arc of the committee.

Article 86. Private documents. These can be produced by one (1) delegate or several and do not require full committee approval to be submitted to the Strategy Center.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 87. Private directives. It is one of the private documents. They are notes sent by the delegates unilaterally to the Strategy Center whose objective is to develop a private agenda or help solve the public agenda of the committee. These must meet the following material criteria:

1. Clear objective.
2. Go according to the time or universe of the committee.
3. Creativity.
4. Specify.

As formal requirements, they must meet:

1. Enumeration.
2. Sender (from) and receiver (to). The sender is the delegate who writes the directive, and the receiver is a real character or made up by the sender who they trust and can comply with what is described in the directive.
3. Set the goal of the directive.
4. Contain the actions to be carried out and the resources to carry them out.
5. Signature corresponding to the character that the delegate represents.

PARAGRAPH 1. Delegates will be able to make joint private directives, that is, that more than one person can send directives with private content to the Strategy Center. The name of the character of the delegates who participate in the writing must be put as senders, as well as signatures.

PARAGRAPH 2. Joint private directives may not be drafted or signed by more than 40% of the committee. In this case, the Strategy Center must send them to the Dais to be considered as public directives.

Article 88. Public directives. It is one of the public documents. These are notes on behalf of the entire committee that seek to propose solutions regarding the public agenda, or the objective of the committee, or the crisis updates given by the Strategy Center. These must meet the following material criteria:

1. Clear objective.
2. Go according to the time or universe of the committee.
3. Creativity.
4. Specify.
5. Stick to the powers of the committee.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

As formal requirements, they must meet:

1. Be listed.
2. Have sponsors. The maximum and minimum number will be determined by the Dais.
3. Title.
4. Contain the actions to be carried out and the resources to carry them out.
5. Signature corresponding to the characters of the delegates who draft or support the directive.

Article 89. Portfolio power. It is a direct communication document with the Strategy Center, which can be public or private, and is intended to access information that cannot be obtained by other means or by the preparation of the delegates, as well as to delve into crisis updates that the Strategy Center has given. This must meet the following formal requirements:

1. Be listed.
2. Title (portfolio power).
3. Directed to the Strategy Center.
4. Its sender is the committee or person(s) that requires the information.
5. Contain specific questions for the Strategy Center about the information being requested.
6. Signature of the person who sends the portfolio power, in the case of a private portfolio power, or the delegates who approve the submission of the portfolio power.

Article 90. Directive objectives. Directives, unlike portfolio power or press releases, are intended to carry out specific actions in favor of the interests of the delegates or the committee. These should be focused on developing the private or public agenda proposed by the Strategy Center.

Article 91. Press releases. These are public documents, and their objective is to communicate the position of the committee to the public or the universe in which they are immersed, without the intention of generating a specific action.

PARAGRAPH. Press releases may be private, but these may be made through private directives or in a similar format on behalf of a unilateral delegate's agency, group, or entity.

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

CHAPTER V. About the Amendments

Article 93. All the amendments of the crisis committees are defined by what is established in Title VII of the Rules of Procedure. However, within the crisis committees, amendments can be presented for both formal and substantial issues, as well as they need to be directed towards the public documents of the committee. In the same way, the question of unfriendliness of the amendments established in Title VII of the Rules of Procedure does not apply.

Article 94. Format of amendments. Amendments in crisis committees must follow the following requirements:

1. Title.
2. Sender(s) or author(s) of the amendment.
3. Signatures of the person submitting the amendment.
4. Stipulation of what is going to be changed inside the final document.
5. Place of what is going to be changed.

PARAGRAPH. The amendments, before introducing the change to be made in the document, will have to indicate the action that itself. That is, it must include the word modify, add or delete. Without indication of the action, the amendment will not be considered by the Dais.

Example

Amendment to Public Directive 1 “Queens Everywhere”

From: Alaska

Add an 8 point at the end of the document that says:

We will create a media campaign called Queens Everywhere:

- a. Which will be released on March 6, 2016, at 7pm in our official Facebook, Instagram and Twitter accounts.
- b. This will consist of promotional videos of the competing Queens that will last 1 minute each. They will be published in alphabetical order.
- c. The videos were recorded on production days by the program team, so they are ready to be published.
- b. This will be supported by VH1 and will be worth \$1,000.

Signature: Alaska

TITLE VIII. ABOUT THE PROCEDURE FOR THE COMMITTEES OF THE UNDER GENERAL SECRETARY FOR CRISIS

Article 95. Introduction of amendments. The Dais will tell the delegates the moment in which the amendments for the public documents that exist within the committee can be presented. At the end of the established time, the Dais will tell the members of the committee that the motion to amend a public document can be presented.

Article 96. Amendment process. Once the motion to amend a public document is approved, the Dais will proceed to read the amendments in order of arrival or in the order of the provisions of the document that they intend to modify, if they met the requirements. Each time an amendment is read, delegates may propose a 1v1 debate motion to challenge the amendment if they wish. Next, the amendment will be voted on.

PARAGRAPH. This procedure will be carried out with each of the amendments received and approved by the Dais.

Article 61. Voting the amendments. For the vote on the amendments, the Dais will ask the sponsors if the amendment is friendly or unfriendly. If it is friendly, it proceeds to be part of the document immediately. If the sponsors say that it is not friendly, it is left to a vote by the entire committee, where its insertion in the document is passed by half plus one (50%+1) of those present.

ANNEX I

PREAMBULATORY PHRASES

Affirming	
Alarmed by	
Approving	
Trusting that	
Mindful	Having studied
Considering	Having examined
Watching	Having received
Convinced of	Concerned about
Believing	Reaffirming
Stating	Acknowledging
Deploing	Remembering
Wishing	Reiterating
Expecting	Given
Estimating	Bearing in mind
Expressing gratitude to	Taking into account
Expressing serious concern	Watching with grave concern
Firmly convinced	Seeing
Gravely concerned	
Guided by	
Having adopted	
Having considered	

ANNEX 2

RESOLUTIVE OR OPERATIVE PHRASES

Accept	
State	
Encourage and exhort	
Welcome (with pleasure)	
Animate	
Authorize	
Sentence	Watch
Confirm	Asks
Consider	Reaffirm
Decide	Deny
Deplore	Recommend
Designate	Recognize
Point out	Remember
Praise	Reiterate their conviction
Emphasize	Support
Esteem	
Express their appreciation	
Exhort	
Make an appeal	
Urge one more time	
Invite	

ANNEX 3

EXAMPLE OF DRAFT RESOLUTION

Draft Resolution 1.1

United Nations High Commissioner for Refugees

Global trends in forced displacement

Signatory Countries: Russian Federation, Italian Republic, People's Republic of China, Myanmar, Republic of South Sudan, Canada, Swiss Confederation, Syrian Arab Republic, Bolivarian Republic of Venezuela.

Draft Resolution

The United Nations High Commissioner for Refugees (UNHCR),

Acknowledging the serious socioeconomic damage that the flow of human capital does to any economy regardless of its region, economic tendency, or political ideology,

Guided by the Declaration of Human Rights, the Convention on the Rights of the Child and its additional protocol, the Convention on the Elimination of all forms of Discrimination against Women, the International Convention on Social, Economic and Cultural Rights, the Convention on the Prevention and Punishment of the Crime of Genocide, among other international treaties,

(...)

Solve,

1. Decide to ratify the previous refugee definitions that have been approved by international bodies, the definition being the following:

Refugee is that person who has well-founded fears of being persecuted for reasons of race, religion, nationality, belonging to a social group or political opinions, outside his country and who for different reasons does not want to take advantage of its protection;

ANNEX 3

EXAMPLE OF DRAFT RESOLUTION

2. Exhort the countries of origin to attend to the recommendations of UNHCR in cooperation for refugees with the main consultancies and NGOs in public policies, respecting the interests of the State and the region. So, they should focus on:

- a. Promotion of the coverage of basic needs for its citizens.
- b. Control of state spending, focusing on education and entrepreneurship policies.
- c. Protection of the local business private sector through currency devaluation;

3. Encourage the installation of UNHCR service points for future migrants in the countries that suffer from these problems, with a view to establishing responsible and more controlled migration. In addition, a database must be created with the information of refugees that allows maintaining greater security and providing greater guarantees for their migration or passage through the countries;

(...)

ANNEX 4

PRIVATE DIRECTIVE EXAMPLE

Private Directive #24

From: Zhang Guotao
To: Mulan

Love of my life,

I need Agent P to pick the four (4) best prepared women. They must be skilled in all the capacities that a spy must have, including discretion, loyalty, handling of weapons, handling of explosives, the ability to kill in cold blood. These women will have the following characteristics:

1. Two of them will pretend to be cooks, they will know how to cook the most popular Chinese dishes in the most delicious way possible. Each will carry two (2) pills containing a lethal dose of hemlock, for a total of four (4) pills. One pill will be destined for them to consume if they are discovered, the other will be reserved to dissolve it in food and kill.
2. The other women will dress up as door-to-door salespeople. They will have with them a poisonous spray and its antidote. The poison will go in a bottle of cologne for men, which will be the “product” that they will sell to kill their target.
3. All three women must be pretty and charismatic to gain the trust of my targets. These targets are Mao Tse Tung and Chaing Kai-Shek.

I will send the three (3) women to see which one achieves its goal first. I know that Mao is in person at the meeting with the communists, soon we will send a double to a meeting with the USSR, do not let the women be distracted by him, make sure they stay with the real Mao who is in the meeting with my double.

As for Chaing, he must be in the main base with the nationalists, however, I know that Li Zongren must have additional information about it. If necessary, send two (2) extra spies to obtain information on Chaing's real whereabouts. For this they can review the communications of the side or Zongren. These spies can pose as new recruits for the party.

ANNEX 4

PRIVATE DIRECTIVE EXAMPLE

The women will offer their services to Mao Tse Tung and Chaing Kai-Shek, one day apart from each other so they don't look suspicious. They must use their charms to ensure they pull off these kills.

Keep me updated.

Zhang
~0.0~

ANNEX 5

PUBLIC DIRECTIVE EXAMPLE

Public Directive #5

Sponsors: Zhang Guotao, Ye Jianying

Nothing around here nothing around there

The northern regions of the country will be retaken, the following will be done:

1. The infiltrators that we have in the nationalist troops will be asked to send us the location of the main military bases in that region to obtain 100% true information. If this is not possible, we will send ten (10) Fiat CR aircraft to do a reconnaissance mission. Five (5) will be sent to Nationalist territory and five (5) to Manchuria.
2. A lightning attack will be carried out on the main military bases, using forty (40) A-29 Hudson aircraft, which will be divided into squadrons of five (5) aircraft and will be equally distributed among the bases that will be attacked at the 3:25 a.m. They will all come loaded and ready to bomb with our most skilled pilots.
 - a. We will mobilize ten (10) Pak 36 anti-tank guns, and twenty-five (25) BA-10 armored cars to the borders we share with these territories to be prepared to defend ourselves in the event of a counterattack.
 - b. Considering that a plan is being carried out to retake the region that is located in the south of the nationalist region shown in this directive, an attack will be made from the south with five (5) Panzer 1 tanks, and seven (7) tanks Renault ZB, supported by the bombers previously used for reconnaissance.
3. (...)
4. (...)
5. After obtaining the information, we will plan an attack to decrease Japan's territory. We will start by taking the most important city in Liaoning: Shengyang.

ANNEX 5

PUBLIC DIRECTIVE EXAMPLE

Because it is a surprise attack, through the spies we will be able to obtain the territory considering that the Chinese, who were conquered by the Japanese, are against the Japanese Empire, which will give us the possibility to obtain their help and take this territory. We will share propaganda against the Japanese empire and, above all, against the KMT, to increase hatred for the latter and support for the communists, seeing us as the true saviors of China. The propaganda will be given in the same way as it has been done in the Western regions.

Once this territory is obtained, we will continue ascending until we take Jiling, this time we will do it with the help of those soldiers who were waiting in the territory of the warlord Joe Biden.

Signatures: Zhang Guotao, Ye Jianying, Otto Braun, Zhu De, Zhou Enlai
----(0)----

ANNEX 6

PORTFOLIO POWER EXAMPLE

From: Joe Biden
To: Strategy Center

Portfolio power

Honorable Strategy Center, I would like the following information regarding my character:

1. What allergies do I have?
2. Do I have any hereditary medical conditions?
3. How many monetary resources, quantified in dollars, do I have in my personal coffer?
4. With how many monetary resources, quantified in dollars, do I have in my wife's coffer?

Signature: Joe Biden



Taking the past, we build the future