



SIMOACI - MODEL ICAO

Rules of procedure – *Règles de procédure*



Rules of procedure

Agenda setting

- Chronology
- Motions to be made

Debate

- Chronology
- Motions to be made

Voting procedure

- Chronology
- Motions to be made

Rules of procedure: Agenda setting

Chronology

1. Roll call
2. First motion to be made: Moment of silence
3. Opening of the speaker's list (can be open by the chair or by a motion)
4. Suspension of the meeting
5. Motion for Agenda setting
6. Motion to suspend to go to Debate
 - To go in Debate step, you need to vote on the motion for Agenda Setting, then suspend the meeting to go to technical committees for debate
 - If consensus is not found on the agenda setting, the order will be the one presented in background guides

Rules of procedure: Agenda setting

Motions to be made

1. Minute of silence
If a tragedy happened
2. Open the speaker's list
Open the list so countries can make speeches
3. Suspension of the meeting
Go into informal to negotiate on the agenda to be set
4. Setting of the agenda
Vote on the agenda of the meeting
5. Closed Session
Only officials (delegates and ambassadors) remain in the room.
6. Point of order
To correct error made in the procedures.
7. Appeal of the decision of the chair
So the assembly votes on countering a decision made by the DAIS

For details of the procedural votes and the order of precedence, refer to the official rules of procedure.

Rules of procedure: Debate

Chronology

1. There is no specific order in which motions are made
 - Set the speaker's time limit
 - Suspension of the meeting
 - Closed session
 - Closure of debate
2. In formal session, mostly speeches are entertained by the chair
3. Most of the work is done in informal session
4. To go in voting procedure, the motion for closure of the debate must be made
OR
The exhaustion of the speaker's list occur, a motion can be made to close the speaker's list

Rules of procedure: Debate

Motions to be made

1. Suspension of the meeting
2. Speaker's time limit (ask the dais in informal prior to do the motion)
3. Close the speaker's list
No more speakers will be added to the speaker's list
4. Closure of debate
The last motion (if vote passes) is the closure of the debate, made to go in voting procedure when all Working papers are Draft Resolutions.
5. Point of order
6. Appeal of the decision of the chair
7. Adjournment of debate
End the debate without a substantive vote, and move to next topic
8. Reconsideration
going back to a topic in which motion 7 was voted.

For details of the procedural votes and the order of precedence, refer to the official rules of procedure.

Rules of procedure: Voting procedure

Chronology

1. Only 5 motions accepted in voting procedure, no specific order:
 - Adopt by acclamation
Adopt without vote
 - Roll call vote
Vote by calling every Member State to know their position
 - Secret ballot vote
Secret vote
 - Point of order
 - Division of the question
Divide out a clause to either put it in an annex or trash it
 - Appeal of the chair

The chronology restarts for every Draft Resolution.

For details of the procedural votes and the order of precedence, refer to the official rules of procedure.