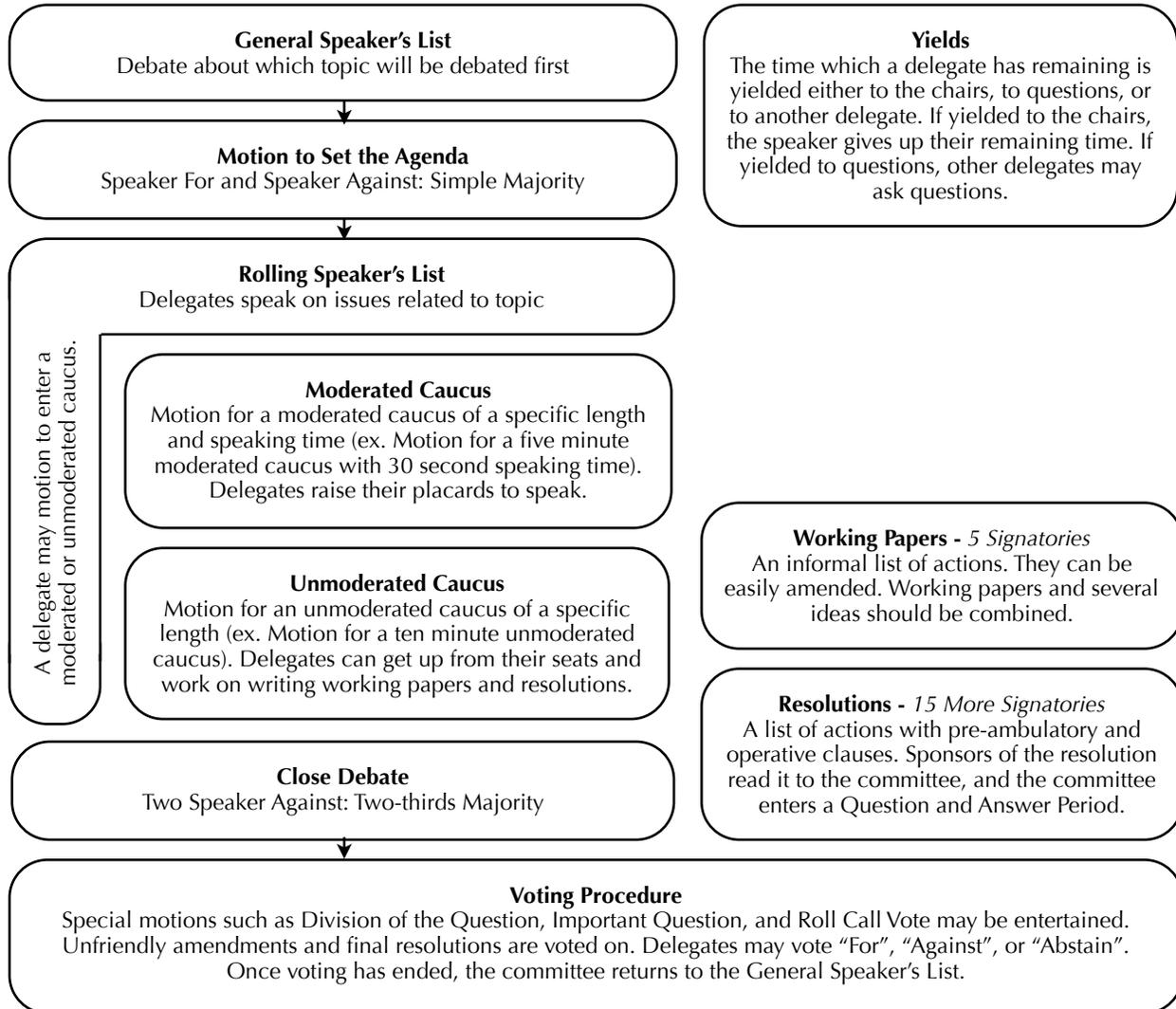


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Harvard Style Procedure



Some Pre-ambulatory Phrases:

Affirming	Expecting	Keeping in mind
Alarmed by	Expressing its appreciation	Notion with approval
Approving	Expressing its satisfaction	Observing
Bearing in mind	Fulfilling	Realizing
Believing	Fully aware	Reaffirming
Citing	Further recalling	Recalling
Concerned that	Guided by	Recognizing
Convinced	Having adopted	Seeking
Declaring	Having considered	Taking into account
Deeply regretting	Having studied	Taking note
Emphasizing	Having received	Viewing with appreciation

Some Operative Phrases:

Accepts	Draws attention	Proclaims
Affirms	Designates	Recommends

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Approves	Emphasizes	Reminds
Authorizes	Encourages	Requests
Calls upon	Endorses	Resolves
Condemns *	Expresses	Strongly condemns *
Considers	Further invites	Supports
Declares accordingly	Further requests	Transmits
Deplores	Notes	Urges

* These operative phrases may only be used in resolutions by the Security Council

Points and Motions:

Point of Information

To ask questions to a speaker who has yielded remaining time to questions.

Point of Order

To complain of improper parliamentary procedure by the Chair or another delegate

Point of Inquiry

To inquire about the proper method of procedure

Point of Personal Privilege

A request of personal preference: ex. to close the window, or ask a delegate to speak louder

Motion to Set the Agenda

Speaker For, Speaker Against

Simple Majority

After the committee has reached a general consensus on the topic to be discussed, a delegate may motion to set the agenda to this topic and create a Rolling Speakers List.

Motion to Extend the Speaker's Time

Objections

On the General Speakers List and Rolling Speakers List, a speaker has a set amount of time, and a set number of extensions. Other delegates may motion to extend the speaker's time if they wish to hear the delegate speak more or ask further questions.

Motion to Introduce a Working Paper or Resolution

When a working paper or resolution has been finalized and approved by the chair, it may be introduced to the committee.

Motion for a Moderated Caucus

Simple Majority

Creates a moderated caucus with a set length and speaking time. Delegates stand and speak when called on by the chair.

Motion for an Unmoderated Caucus

Simple Majority

Creates an unmoderated caucus with a set length. Delegates may leave their seats, discuss ideas, and draft working papers and resolutions.

Motion to Close Debate

Two Speakers Against

Two-Thirds Majority

When debate has finished and all resolutions have been finalized, delegates may motion to close debate and enter Voting Procedure.

Voting on Unfriendly Amendments

Simple Majority

Unfriendly amendments are amendments added to a resolution that have not been agreed upon by all sponsors. They are voted on separately by the committee.

Division of the Question

Speaker For, Speaker Against

Simple Majority

Divides a resolution into individual or groups of operative clauses. Each is then voted on as if it were a separate resolution.

Important Question

Speaker For, Speaker Against

Two-Thirds Majority

If a resolution is extremely critical, a delegate may motion to present it as an important question. If this motion is passed, the resolution requires a two-thirds majority, rather than a simple majority, to be passed.