



MUNprep

Regular Committee Points & Motions –

Anything in **Blue** should be discussed with your committee chair (not every conference will use these procedures)

Point/Motion

Details

Points

Point of Order	Used to correct a procedural error - The chair forgot Roll Call
Point of Inquiry	Used to ask the Dais a question regarding Parliamentary Procedure
Point of Personal Privilege	Used with to express a personal concern - The room is too warm, your placard broke, or you cannot hear the speaker
Point of Information	Used to ask a delegate a clarifying question

Motions

Open Debate	
Motion to Open Debate	Requires a simple majority to pass

Organizing Priorities	
Motion to open the Primary speakers list	Used to discuss which topic should be considered first. Mention - Proposed speaking time <i>(unless chair already established one)</i>
Motion to set the Agenda	Delegates vote on which topic to resolve first. Mention - The topic you would like to set the agenda to.
Motion to open the Secondary speakers list	Used after the agenda has been set Mention - Speaking time
Motion to set the Speaker time	If the allowed time for the Speakers list is too long/short. Mention - The revised speaking time

Motions

Formal/Informal Debate	
Motion for a Moderated Caucus	Make sure that the total Caucus time is divided equally by the number of Speakers. Mention – Subject, Time, Speaking Time
Motion for an Unmoderated Caucus	Informal debate and discussion Mention - Subject, Time
Motion to Introduce Working Paper	Present a Working paper to the committee, usually followed by a Q&A period
Motion to Table Debate	Ends the debate on a certain topic to discuss another subject.
Motion to Reintroduce/Reconsider	Resume discussion on a topic that had been tabled.
Motion to Introduce Amendment	Friendly Amendment - Has been accepted by all sponsors, after introduction it is added to Draft Resolution Unfriendly Amendment - Not accepted by all sponsors, Introduction is followed by For & Against speakers and a vote.

Voting Procedure	
Motion to Move into Voting Procedure	Delegates are not allowed to pass notes or leave the committee room during this time. Mention – Directives to vote on & the number of for and against speakers
Motion to Vote Clause by Clause	The committee votes on each individual clause of a certain Draft Resolution.
Motion for a Roll Call Vote	Should only be done after the vote on if the first vote was very close.
Motion to Divide the Question	Takes out one particular portion of a Draft Resolution and vote on it separately. Mention - The Clause to divide the Question on

Closing Debate	
Motion to Suspend Debate	Use if you have a recess between committee sessions
Motion to Adjourn Debate	Use at the end of the day and for the final committee session.