

# **TEXAS AREA MODEL OAS GENERAL ASSEMBLY**



## **RULES OF PROCEDURE**

**Sponsored and Coordinated by the  
Pan American Student Forum**

## TABLE OF CONTENTS

	<u>Page</u>
I. Participants.....	3
• Observers.....	3
• Precedence .....	4
• Registration.....	4
• Credentials.....	5
II. Officers.....	5
• Duties of the Secretary General.....	6
• Duties of the President.....	6
• Duties of the Rapporteurs.....	7
III. Committees.....	7
IV. Sessions and Meetings.....	8
V. Agenda.....	8
VI. Debates and Procedure.....	9
• Official Language.....	9
• Quorum.....	9
• Proposals (Draft Resolutions).....	10
• Agenda .....	10
• Modus Operandi.....	11
• Debate.....	11
• Presentation of Proposal.....	12
• Questions Concerning Proposal.....	12
• Speakers' List.....	12
• Motion to Extend Speakers' List.....	13
• Amendments.....	13
• Voting on Amendments.....	13
• Withdrawal of Proposals and Amendments.....	14
• Suspension of Debate (Tabling).....	14
• Closing of Debate / Previous Question.....	14
• Voting on Proposals.....	15
• Voting Procedures.....	15
• Explanation of Vote.....	16
• Reconsideration of Decisions.....	16
• Points of Order.....	16
• Points of Inquiry.....	16
• Point of Personal Privilege.....	16
• Right of Reply.....	17
• Suspension or Adjournment of the Session or Meeting.....	17
• Order of Procedural Motions.....	17
• Common Provisions to All Committee and Plenary Sessions.....	17

	<u>Page</u>
VII. Elections.....	17
VIII. Judging.....	18
• Criteria.....	18
• Authority.....	19
• Awards.....	19
• Credentials.....	19
IX. Responsibilities of Participating Institutions.....	19
X. Responsibilities the TAMOAS Director.....	21
Appendix A. TAMOAS General Assembly Parliamentary Procedures Short Form.....	22

## TEXAS AREA MODEL OAS GENERAL ASSEMBLY

### RULES OF PROCEDURE

(Effective January 2004)

#### Article 1

The Model Organization of American States General Assembly (MOAS) is a simulation of the General Assembly, which is the supreme organ of the Organization of American States. The Texas Area Model Organization of American States (TAMOAS) is a modified version of the national model.

Delegates to the Texas Model have the opportunity to simulate the actual proceedings of the OAS. Ten students from TAMOAS are selected annually to participate in the National Model OAS which takes place at the OAS Building in Washington, D.C. This trip is paid for by membership dues to PASF and TAMOAS registration fees.

#### I. Participants

#### Article 2

In order to participate in this program, a chapter must have membership currently established with the PASF office. One chapter may sponsor up to three delegations, each representing an individual OAS Member State.

#### Article 3

Each chapter/country delegation shall consist of up to four (4) delegates. One or more Faculty Advisors, as well as any officers elected the previous year may accompany the delegation. Each chapter/country delegation shall consist of two (2) delegates and a maximum of two (2) alternates.

#### Article 4

Each chapter/country delegation shall have a *Head Delegate*, who shall be responsible for the general conduct of his/her delegation, so that his/her Member State may be represented at the Model in a coherent and consistent manner. The Head Delegate shall have the authority to assign duties to any member of the delegation. The Head Delegate will represent the delegation on the General Committee.

#### Observers

#### Article 5

High-school/chapters may be allowed to attend the Model as Observers, without vote, voice, or eligibility for election. These observers shall be bound by the Rules of Procedure for the Model.

#### Article 6

Each observer chapter should, however, be prepared to represent any member state if it should become necessary. In such a case, it shall assume the rights, privileges, and responsibilities of the corresponding Member State delegation.

## Precedence

### **Article 7**

Lot shall establish the Order of Precedence of delegations for the Model session at the Inaugural Plenary Session of the Permanent Council.

**These rules take precedence over the procedural portion of the Charter.**

### **Article 8**

The Order of Precedence shall be used for:

1. Determining the order in which Head Delegates may make their general statements.
2. Determining the order in which Delegates may be awarded the floor by the Committee Chair when it is unclear who requested the floor first, or in the case of a dispute.
3. Determining the order in which delegates are seated at the table in session.

## Registration

### **Article 9**

The Faculty Advisor and all delegates of each Member State shall report to the Registration Desk upon the designated arrival time in order to receive the delegation's credentials and to submit necessary registration material. A delegation may not begin caucusing until it has completed all registration procedures.

### **Article 10**

During registration at the Model, each delegation shall be required to submit multiple copies of each of its resolutions intended for consideration in the General Assembly for evaluation, compilation, and distribution to all delegations, under the supervision of the TAMOAS Director, Judges, and Officers. Any delegation wishing to have its resolutions considered must submit all appropriate copies to the TAMOAS event staff before its registration can be considered complete.

In addition to personal copies, delegations must bring enough copies of each of their resolutions to the Model to satisfy the following requirements:

- (1) "Master Copy" of each resolution, to be compiled into the master book of the appropriate committee Rapporteur. This copy should contain the original signatures of the proposing delegate, sponsor, and three (3) cosignatories and should be turned in signed at the end of caucusing.
- (2) "Official Copies" of each resolution, one for each judge in the committee in which the resolution is to be heard.
- (1) Copy of each resolution *FOR EACH DELEGATION* in the committee in which the resolution is to be heard.
- (2) Non-returnable "extra" copies of each resolution.

## **Article 11**

In order to further the cause of stimulating more productive debate, the TAMOAS Director reserves the right to personally screen and/or direct that resolutions be screened by TAMOAS Judges, for the purpose of giving priority in debate to original, exceptionally rendered, or highly thought-provoking resolutions.

Delegates are asked to remember that the purpose of the Model is to encourage the study and accurate representation of OAS Member States in their histories and positions. Resolutions should be germane both to the topics at hand, and to the issues of the sponsoring Member State(s).

### Credentials

## **Article 12**

At the time of registration, each delegate must obscure his/her PASF Convention credentials with the supplied TAMOAS identification card that will allow judges to avoid considering the identity of candidates or high schools while the model is in session. These cards must be in place at all times during all official sessions.

Delegates to the Model who expect to graduate high school before December of the following school year are ineligible to attend the Washington MOAS trip and shall be distinguished from other delegates by off-colored credentials in order that these delegates might not be considered by the judges for such award. No other discrimination shall be made between Washington eligible and non-Washington eligible delegates.

## **II. Officers**

## **Article 13**

A special Plenary Session shall be scheduled prior to the Closing Plenary Session for the express purpose of electing the President, Secretary General, and Rapporteurs for the subsequent session of the Texas Area Model OAS General Assembly according to Section VII of these Rules. These officers shall serve for the duration of the Model session for which they have been elected.

## **Article 14**

Officers are expected to set positive examples of diplomacy and appropriate behavior for all other delegates. Any officer found neglecting the prescribed duties of his/her office, violating the Rules and Regulations of the PASF State Convention, or behaving in a manner inconsistent with that of a well-mannered delegate may be removed discretely by the TAMOAS Director and replaced accordingly.

A demonstrated partiality on the part of an officer towards certain delegations for means of personal gain may be considered a breach of appropriate behavior.

## **Article 15**

The Rapporteurs shall be Vice Chairpersons ex-officio of the Model, and the Head Delegates shall replace the vacated position of Rapporteur in the event of the absence or disability of the President or Secretary General in accordance with the order of precedence.

Duties of the Secretary General:

**Article 16**

The Secretary General of the Model participates with voice but without vote in the deliberations of the Model OAS General Assembly.

**Article 17**

The Secretary General shall:

- i. Promptly and fully attend all Caucuses and Business Sessions of the Model;
- ii. Convoke the Plenary Sessions;
- iii. Decide on the order of business thereof;
- iv. Open and close the Plenary Session;
- v. Direct discussion in the General Committee;
- vi. Recognize the speakers in the order in which they request the floor;
- vii. Submit points under discussion to a vote and announce the results thereof;
- viii. Decide on points of order;
- ix. Ensure parliamentary order; and
- x. In general, comply with, and enforce, the provisions of these rules of procedure.

In addition, the Secretary General shall work with the President in assisting the Director in the planning of the Texas Area Model OAS General Assembly. The Secretary General shall also have the authority, in coordination with the President and Model OAS Coordinator, to make any appointments necessary due to any noncompliance with Section VII.

Duties of the President

**Article 18**

The President of the Model participates with voice but without vote in the deliberations of the Model OAS General Assembly.

**Article 19**

The President shall:

- i. Promptly and fully attend all Caucuses and Business Sessions of the Model;
- ii. Direct discussion in the First Committee;
- iii. Recognize the speakers in the order in which they request the floor;
- iv. Submit points under discussion to a vote and announce the results thereof;
- v. Decide on points of order;
- vi. Ensure parliamentary order; and
- vii. In general, comply with, and enforce, the provisions of these rules of procedure.

The President of the Model shall work in close cooperation with the Director and the Model OAS Event Staff and Secretary General in order to ensure that proceedings run smoothly and efficiently. The President shall also have the authority, in coordination with the Secretary General and Model OAS Coordinator, to make any appointments necessary due to any noncompliance with Section VII.

Duties of the Rapporteurs

**Article 20**

The Rapporteurs of the Model participate with voice but without vote in the deliberations of the Model OAS General Assembly.

**Article 21**

The Rapporteurs shall:

- i. Promptly and fully attend all Caucuses and Business Sessions of the Model;
- ii. Assist the President and Secretary General in directing discussion in Committee;
- iii. Keep accurate records of all Committee business;
- iv. Accept proposals and amendments in writing after caucusing and in session;
- v. Read proposed operative paragraphs and amendments aloud;
- vi. Time speech durations and give thirty seconds notice to speakers;
- vii. Aid the president in ensuring parliamentary order; and
- viii. In general, comply with, and enforce, the provisions of these rules of procedure.

One Rapporteur shall serve on each committee in General Assembly. The Rapporteurs of the Model shall work in close cooperation with the President, the Secretary General, and the TAMOAS Director in the supervision of the Model OAS Event Staff in order to ensure that proceedings run smoothly and efficiently. In addition, the Rapporteurs shall make themselves readily available to the delegates of their respective committees during caucusing and session for consultation on matters of diplomacy and procedure.

**III. Committees**

**Article 22**

The Texas Area Model OAS General Assembly has the following standing committees:

- i. General Committee (formed by Head Delegates, see Article 4);
- ii. First Committee (Juridical and Political Matters);

**Article 23**

Each delegation is entitled to have two delegates in each committee to work at the same level of responsibility on different agenda topics. Only one delegate from a Member State can debate a point at a time. If the delegate wishes to let an alternate speak, he/she must temporarily step down. However, the delegate and alternate may not switch places while a draft resolution is on the floor. Once a delegate has left his/her seat during debate, he/she may not return until the draft resolution has been voted upon.

**Article 24**

The General Committee shall be comprised of the Head Delegates and their Alternates. The Secretary General of the Model shall be the Chairperson of the General Committee, with voice but without vote. The Rapporteur shall replace the Chairperson according to Article 15.

**Article 25**

The General Committee shall see that the work of the Model and its committees proceeds correctly. It shall also decide upon matters which may be referred to it by other committees. The Chair or any delegate of



the First Committee may move to refer a proposal to the General Committee. The motion is debatable – 2 for and 2 against – and requires a 2/3 majority for approval.

#### **Article 26**

The First Committee shall be composed of representatives of the Member States participating in the Model. The President of the Model shall be the Chairperson of the First Committee, with voice but without vote. The Rapporteur shall replace the Chairperson according to Article 15.

#### **Article 27**

The Rapporteur shall keep accurate records of all committee business.

#### **Article 28**

The committees shall consider the agenda topics approved during the inaugural plenary session of the General Assembly.

### **IV. Sessions and Meetings**

#### **Article 29**

The Model OAS General Assembly shall hold sessions open to properly accredited delegates, alternates, observers and staff.

#### **Article 30**

The Model OAS General Assembly will simulate the activities and sessions of the OAS General Assembly and the Permanent Council, and will hold the following sessions:

- i. First Caucus;
- ii. Procedures Workshop and Judges' Briefing;
- iii. An Inaugural Plenary Session for the General Statements by the Head Delegates;
- iv. First Afternoon Committee Sessions;
- v. Second Caucus;
- vi. Second Morning Committee Sessions;
- vii. Second Afternoon Committee Sessions; and
- viii. A Closing Plenary Session for Election of Officers and debate of the "Argh" Resolution.

### **V. Agenda**

#### **Article 31**

The Agenda of the Inaugural Plenary Session of the Model OAS General Assembly shall include the following (in order):

- i. Opening statements by the Secretary General of the Model OAS General Assembly;
- ii. Establishment of the Order of Precedence of delegations by lot;
- iii. Reaching agreement on the Plenary Session's Modus Operandi;
- iv. Additions to, or deletions from, the Draft Agenda of Topics;
- v. Adoption of the Agenda of Topics; and
- vi. Hearing of General Statements by the Head Delegates.

### **Article 32**

Approval of motions to adopt the agenda of topics will require a simple majority. Any changes to the agenda require 2/3-majority vote of the member states as per Article 43.

### **Article 33**

Once the agenda of topics has been adopted at the Inaugural Plenary Session, no new agenda topics may be added.

### **Article 34**

The First Afternoon Committee Session of the General and First Committees shall have as their order of business the following topics:

- i. Opening statement by the Committee Chairpersons;
- ii. Introduction of the Committee Officers and Staff (Chairperson, Rapporteur, Judges, and Event Staff );
- iii. Discussion of possible changes in the order of topics and adoption of final order of agenda topics;
- iv. Agreement on the committee's particular Modus Operandi; and
- v. Commencement of debate on Draft Proposals.

### **Article 35**

The Agenda of the Closing Plenary Session of the Model OAS General Assembly shall include the following (in order):

- i. Adoption or rejection of all resolutions approved during the committee sessions of the Model General Assembly;
- ii. Election of the Officers for the next session of the Model General Assembly;
- iii. Closing remarks by the Officers, Directors, and Judges;
- iv. Consideration of the "Argh" resolution; and
- v. Adjournment of the Model General Assembly.

## **VI. Debates and Procedure**

### Official Languages

#### **Article 36**

English shall be the official language of the Texas Area Model OAS General Assembly. All Delegates and Officers are to avoid the use of personal pronouns when referring to themselves or others in session.

### Quorum

#### **Article 37**

At the first formal session of each committee, the Chair shall call the roll of delegations accredited to the conference. This call of roll will establish the number of delegations needed to achieve quorum. One half of the delegations initially answering this roll call will be necessary to conduct committee business for the duration of the committee sessions. A quorum shall be assumed unless specifically challenged. If a quorum

call is requested, the Rapporteur will immediately call out the roll of accredited delegations to determine if a sufficient number of delegations are present to conduct business.

### **Article 38**

In the event that delegations must depart prior to the conclusion of the General Assembly, this will be taken into account when considering quorum. However, Plenary Sessions of the Model OAS General Assembly require full participation of delegations, which cannot depart prior to the closing ceremony.

### Proposals (Draft Resolutions)

### **Article 39**

In each committee no more than two (2) proposals per delegation shall be presented (excluding courtesy resolutions and declarations). No delegation may present more than four (4) proposals. This provision does not apply, however, to proposals, which may originate in the course of debate of a given topic or within working groups. (Note that each high school may sponsor up to three delegations.)

### **Article 40**

In order for a proposal to be accepted for consideration, it must conform to the following specifications:

- i. The proposal must be presented in writing to the Rapporteur of the Committee;
- ii. The proposal must deal specifically with a topic on the agenda of the committee in question;
- iii. The proposal must conform to the stylistic standards of the Model OAS General Assembly (The Director will provide the standard proposal format. Proposals that do not comply with the proposed format will be automatically rejected);
- iv. The proposal must bear the signature of the Faculty Advisor of the delegation making the proposal, approving the proposal for form and substance; and
- v. The proposal must bear the signatures of three (3) delegates representing three (3) delegations, other than the proponent's, indicating commitment to support the proposal as originally presented.

### **Article 41**

At the discretion of the officials reviewing draft resolutions, two or more resolutions may be considered similar in content and recommended to be combined into a single draft resolution prepared by the delegations that had submitted the original draft resolution. The resulting draft resolution will be cosponsored by several delegations in this case the total number of co-sponsors and co-signatories must be greater than or equal to four.

### **Article 42**

Delegates assigned to a working group for the presentation of a working group proposal can not resubmit their original individual proposal. Cosignatories of working group proposals will be listed in it by alphabetical order. The members of the group will elect the speaker on the proposal.

### Agenda

### **Article 43**

During the Inaugural Plenary Session, a motion to set the Modus Operandi will set the agenda and time. The resulting motion can be modified at the beginning of each committee as the Chair directs the committee to

set or change the agenda for topic discussion. A simple majority vote is required to set the agenda. A 2/3-majority vote will be required to change the agenda once set.

### Modus Operandi

#### **Article 44**

During the Inaugural Plenary Session, a motion to set the Modus Operandi will establish the operating procedures of the General Assembly in accordance with Section VIII of this document. The resulting motion can be modified at the First Afternoon Committee Session as the Chair directs the committee to set or change the Modus Operandi. A simple majority vote is required to set the Modus Operandi. A 2/3-majority vote will be required to change the Modus Operandi once set.

#### **Article 45**

All aspects of debate will be conducted according to the adopted modus operandi of each committee.

### Debate

#### **Article 46**

Debate on each proposal considered shall consist of the following procedures:

- i. Presentation of Proposal to be considered;
- ii. Questions;
- iii. Speakers' list;
- iv. Presentation, debate and vote on draft amendments (if necessary);
- v. Short thirty second rebuttal by the proponent of the resolution;
- vi. Vote on proposal (as amended or originally presented); and
- vii. Announcement of vote result, with adoption or rejection of proposal.

#### **Article 47**

No representatives shall address the body without the approval of the Chair. The Chair shall call on member nations in the order in which they signify their desire to speak. The President or Chair shall call the representative to order if the remarks made are not relevant to the subject under consideration, or if the speaker has exceeded the allotted speaking time. If speaking time remains at the conclusion of a speech, the delegate may yield in one of the following ways:

1. Yield to the Chair: The delegate forgoes any remaining time.
2. Yield to Questions: The delegate is open to Points of Information.
3. Yield to Another Delegate: Remaining speaking time is given to another delegate to make comments.
4. Yield by Making a Motion: If the delegate concludes a speech by making a motion, speaking time is at an end, but the committee must consider the motion.

The above applies only to substantive speeches. A delegate may not yield to anyone except to the Chair during a procedural speech.

Presentation of Proposal

**Article 48**

A proposal is formally presented to the committee first through the reading of the proposal title, and operative clauses by the committee Rapporteur, and then by the presentation speech of the proposal's sponsor. The chair will automatically recognize the sponsor of the proposal to speak after the reading of the title and operative clauses. The presentation speech should deal directly with the proposal being considered.

Questions concerning Proposal

**Article 49**

Immediately following the proponent speech, the Chair will recognize delegates to ask questions concerning the proposal by drawing up a Questions' List. The Questions' list will consist of any delegations wishing to pose inquiries to the Speaker through the Chair by moving a Point of Information. The Questions' List shall initially contain up to three (3) separate delegations, and at the discretion of the chair, may be extended with second by simple majority vote.

In all cases, questions may only be directed at the previous speaker through the Chair, in the form of a Point of Information, or directly at the Chair, in the form of a Point of Order or a Point of Inquiry.

**Article 50**

The following types of questions will be ruled out of order by the Chair:

- i. Questions not phrased in the form of a question;
- ii. Questions not specifically pertinent to the proposal;
- iii. Questions phrased for simple "yes" or "no" answers;
- iv. Questions of a leading nature;
- v. Questions which delve too deeply into the substance of the matter at hand; and
- vi. Questions not conducted through the presiding Chairperson.

Speakers' List

**Article 51**

An affirmative and a negative speaker's list will be opened for discussion of the proposal being considered. The delegates on the speaker's list will be recognized to speak in an order determined by the chair based on the order the floor was requested, participation on prior lists, and order of precedence.

**Article 52**

The affirmative and negative speakers' lists must contain an equal number of delegations, up to a maximum of three (3). If insufficient delegations come forward to speak for a resolution, the speakers' list will be compiled from the cosignatories of the proposal. If no delegations wish to speak against a resolution, then the proposal passes by default, but is subject to reconsideration in accordance with the procedures outlined in Article 75.

### **Article 53**

Any cosignatory of a resolution requesting a space on the negative speakers' list will be found out of order by the Chair.

### **Article 54**

Any delegate may move to change the speakers' time. This motion will change or set the actual speech time to a specified time limit. This motion requires second and simple majority vote, but is not debatable.

### Motion to extend speaker's list

### **Article 55**

Once the speaker's list has been exhausted, any delegate may move to extend the speaker's list. This motion will be subject to vote by the committee. Delegates who spoke on prior speakers' lists may be recognized to speak on subsequent speakers' lists, however priority will be given to those delegations not recognized on prior speakers lists. Sponsors of proposals may also participate on any subsequent speaker's lists.

### Amendments

### **Article 56**

At any time during the consideration of the proposal before a vote is taken, a motion may be made to amend it by a delegate on the negative speakers' list by submitting the exact text of the proposed amendment in writing to the Rapporteur, who will then alert the Chair of the proposed amendment. The proposed amendment will then be immediately considered, before a vote on the proposal it was intended to modify, following the procedures in Article 46, excluding Section iv.

### **Article 57**

A motion shall be considered to be an amendment to a proposal only when it constitutes an addition to, or deletion from the proposal, or changes part of the proposal. A motion that would totally change the original intent of the proposal or that is not directly related to it may **not** be approved for form and substance; such a decision is at the discretion of the presiding Chairperson.

### **Article 58**

There are no friendly amendments in debate.

### Voting on Amendments

### **Article 59**

A simple majority is required to approve draft amendments.

When the adoption of one amendment necessarily implies the exclusion of another, the latter shall not be put to consideration or a vote. If one or more of the draft amendments is adopted, the complete proposal as amended shall be put to a vote.

## **Article 60**

When several draft amendments to a proposal are presented, the consideration and vote of each draft amendment shall be taken in the order in which they were proposed. Multiple amendments shall not be concurrently considered in committee.

## **Article 61**

The adoption of an amendment transfers obligation for the sponsorship of the draft resolution from the original proponent(s) and cosignatories to the proponent(s) of the prevailing amendments.

### *Withdrawal of Proposals and Amendments*

## **Article 62**

Its proponent or any of its co-sponsors may withdraw a motion, proposal, or amendment, before it has been put to a vote. Any delegation may reintroduce a motion, proposal, or amendment that has been withdrawn.

### *Suspension of Debate (Tabling)*

## **Article 63**

The Secretary General, President, or any delegate may propose suspension of debate. This motion tables the proposal under consideration and requires a second. It is debatable to the extent of two (2) speakers for and two (2) speakers against. The motion requires a simple majority to pass. Once a proposal has been tabled, it may not be discussed or voted on, until it is removed from the table.

## **Article 64**

A delegate may move to remove from the table a proposal that has been previously tabled. This motion requires a second. It is debatable, two (2) for and two (2) against speakers. The motion requires a simple majority to pass.

### *Closing of Debate / Previous Question*

## **Article 65**

Considering that a resolution or amendment has been discussed sufficiently any delegate may propose that debate be closed. This motion requires a second, is optionally debatable—two (2) for and two (2) against—and requires 2/3 majority vote to pass. If the motion passes then the committee shall proceed directly into voting procedure on the specific matter under consideration.

## **Article 66**

Considering that a *topic*, resolution or amendment has been discussed sufficiently any delegate may move the previous question. This motion requires a second, is optionally debatable—two (2) for and two (2) against—and requires a 2/3 majority vote to pass. If the motion passes for a resolution or an amendment, then the committee shall proceed directly into voting procedure on all matters under consideration.

Voting on Proposals

**Article 67**

After discussion is closed, the proposal being considered, along with any approved amendments, shall be put to a vote immediately. Proposals shall be voted upon in the order in which they are presented. A simple majority is required to approve proposals, except in those cases in which the Rules of Procedure may provide otherwise.

**Article 68**

Each delegation shall have the right to one vote. Delegates may only cast votes for the delegation they are representing.

Voting Procedures

**Article 69**

When taking a vote by a show of placards, the Chairperson shall ask for “those in favor,” “those opposed,” and “abstentions.”

**Article 70**

Any delegation may move for a roll call vote, which shall be automatically granted, using the order of precedence of the delegations established at the Inaugural Plenary Session. A call for roll is only in order during substantive votes. This motion requires a second.

The Chair shall call for votes of delegates in order of precedence. At this point, delegates shall answer “yes”, “no”, “no with rights”, “abstain”, or “pass”. After the entire roster has been read through once, any delegates that previously passed will be called on again. The delegates shall answer “yes”, “no” or “abstain”. At this time, the Chair may call for “changes in votes”. After the changes are recorded, the Chair shall announce the outcome of the vote. Any Delegates that have voted “no with rights” are to be recognized to explain their votes.

**Article 71**

Votes shall be taken by secret ballot only in the case of Election of Officers and in the manner provided for us in the Rules and Procedure.

**Article 72**

Any delegation may request specified parts to be voted upon a proposal or amendment with a motion to Divide the Question. If any delegation opposes such a request, the opposing motion shall be put to a vote, in which case a simple majority shall be required for approval. If voting by parts is accepted, each operative clause of the proposal shall be voted upon individually. Then the resulting proposal, which will consist of all operative clauses approved by majority vote, shall be put to a final vote. When all parts of a proposal or amendment have been rejected, such a proposal or amendment shall be considered as rejected as whole.

**Article 73**

No representative may interrupt the voting, except for a Point of Order relating to the manner in which the voting is conducted. The voting shall be considered terminated when the President or Chairperson has announced the results.



Explanation of a Vote

**Article 74**

After the voting has ended, and except when it has been by secret ballot, any delegate may request the floor to give a brief explanation of vote at the discretion of the Chairperson. The Chairperson shall limit the time of the explanation.

Reconsideration of Decisions

**Article 75**

A motion to reconsider a substantive proposal, which has been accepted or rejected, will be in order only when made by a delegate that voted with the prevailing side. Reconsideration is debatable, two for and two against, and requires a simple majority for the proposal to be reconsidered.

**Article 76**

For the reconsideration of procedural decisions taken at the plenary sessions or by a committee, approval of the corresponding motion by a vote of 2/3 of the member states shall be required.

Points of Order

**Article 77**

During the discussion of a topic any delegate may raise a point of order to address immediately a procedural error. The President or Chairperson shall promptly act upon points of order. Any delegation may appeal the President or Chairperson's decision, in which case the appeal shall be put to a simple majority vote. While raising a point of order, a delegate may not go into the substance of the matter under discussion.

Point of Inquiry

**Article 78**

During the discussion of a topic, any delegate may raise a point of inquiry to ask a question about procedure. The point may interrupt the speaker only if it concerns the issue before the committee. While raising a point of inquiry, a delegate may not go into the substance of the matter under discussion.

Points of Personal Privilege

**Article 79**

During the discussion of a topic, any delegate may raise a point of personal privilege to address an immediate physical need such as a complaint about noise, heat, etc. The point is interruptible. The President or Chairperson shall promptly act upon points of personal privilege.

Right of Reply

**Article 80**

The Chair, at its discretion, may accord the right of reply to any delegation if a speech delivered by another delegation contains extraordinary comments, bearing directly on the national or personal dignity of that delegation. The right of reply request must be delivered to the Chair in writing and contain the reason for the request with a brief summary of the statement of reply. The Chair may limit the time allotted for the reply. This motion shall not be subject to debate, vote, or appeal.

Suspension or Adjournment of the Session or Meeting

**Article 81**

During the discussion of any topic, the President, Chairperson, or any delegate may propose that the session or meeting be suspended or adjourned. A motion to suspend session recesses the current meeting for an amount of time specified by the proponent of the motion. A motion to adjourn ends the committee session until the next scheduled meeting. Such a motion shall be put to a simple majority vote immediately and without discussion.

Order of Procedural Motions

**Article 82**

The following motions shall have precedence, in the order set forth below, over all other proposals or motions:

*Highest Ranking:*

- i. Suspension of the session;
- ii. Adjournment of the session;
- iii. Suspension of debate to table the topic under consideration; and
- iv. Closure of debate on the topic under consideration.

Common Provisions to All Committee and Plenary Sessions

**Article 83**

The provision regarding debate and procedure contained in Chapter VI shall govern the plenary sessions and the meetings of the committees.

**VII. Elections**

**Article 84**

Elections shall be by secret ballot, except when officers of the Model OAS General Assembly or of its committees are elected by acclamation.

#### **Article 85**

In cases when only one person is to be elected, if no candidate obtains the vote of a majority of the member states on the first ballot, a second and, if necessary, a third ballot shall be taken. **(The second ballot is limited to the two candidates receiving the largest number of votes on the first ballot.)**

#### **Article 86**

Only registered participants (observers excluded) may be candidates at the Model OAS General Assembly for elective office (Secretary General, President, First Committee Rapporteur, General Committee Rapporteur). A candidate must obtain the support of three delegations in addition to his/her own delegation for the nomination to be valid. A delegation may support only one candidate for each office; however, signing a nominating petition for a candidate does not bind a delegation to vote for the candidate in question. Any candidate wishing to run for the office of Secretary General must be a member of the General Committee at the Model prior to their desired term of service.

#### **Article 87**

Only Head Delegates may sign nominating petitions for President, Secretary General, First Committee Rapporteur, General Committee Rapporteur, and they **may not** sign more than one for each office.

#### **Article 88**

Nominated candidates shall be allowed to make a three (3) minute presentation of their views.

#### **Article 89**

Elected officers may not run for the same office at the following session of the Model OAS General Assembly.

#### **Article 90**

Candidates for all offices **must** formally undertake to be present at the following session of the Model OAS General Assembly.

### **VIII. Judging**

#### Criteria

#### **Article 91**

Diplomacy is paramount in all discussions. Speaking skills are important, but the purpose of the Model is for each delegate to demonstrate knowledge of his/her country and its position on the issues and to convince the other delegations diplomatically of the validity of their delegation's proposals.

#### **Article 92**

While the authorship and successful presentation of a resolution is an important part of the process of the Model, emphasis is not placed in judging on the quality or fate of specific resolutions, so much as on the behavior and positions of the individual delegates and delegations.

Authority

**Article 93**

The judges have the authority to disqualify any participant for the following reasons:

- i. Undiplomatic conduct;
- ii. Not a PASF member; and
- iii. Not a Registered Convention participant.

Awards

**Article 94**

The following awards will be presented at the PASF Business Session:

- i. Best Delegate from each committee;
- ii. Best Senior Delegate;
- iii. Best Delegation;
- iv. Best Runner-up Delegation; and
- v. Best Representative of the Spirit of Pan Americanism.

Credentials

**Article 95**

Every effort will be made by the TAMOAS Director to secure judges who have had experience with the TAMOAS and/or the OAS. All judges will be knowledgeable of the rules and procedures of TAMOAS.

**IX. Responsibilities of Participating Institutions**

**Article 96**

Each participating institution shall ensure prompt payment of the fee established by the Pan American Student Forum for admission to the TAMOAS session.

**Article 97**

Each participating institution shall appoint a member of its faculty to serve as advisor to the prospective student delegation, preferably an individual versed in inter-American affairs and the functioning of international organizations. The advisor shall be the focal point of contact for the institution, the student delegation, and the TAMOAS Director.

**Article 98**

The Faculty Advisors shall accompany their respective student delegations to the TAMOAS General Assembly sessions.

**Article 99**

Faculty Advisors shall select student delegations sufficiently in advance to permit proper preparation for the Model, choosing individuals enrolled in subject areas with a relationship to inter-American affairs, for whom participation in the TAMOAS can prove useful for their academic development.

**Article 100**

Faculty Advisors should take an active role in all phases of preparation for the Model, scheduling and attending discussion sessions, assigning research topics to individual students, monitoring the progress of their efforts, and stimulating them to work as a team. The quality of the proposals presented by the delegations clearly reflects the quality of work of the Faculty Advisor. For future school participation the Faculty input will determine the continuity of participation of that school.

**Article 101**

Faculty Advisors should seek to ensure that student delegates receive academic credit for participation in sessions of the Model OAS General Assembly.

**Article 102**

Faculty Advisors should ensure that their student delegations attend all officially scheduled conferences, meetings, and ceremonies for the entire duration of the Model. Should conditions make it necessary to leave any event early, the TAMOAS Director must be notified immediately.

**Article 103**

Once the Model session has begun, Faculty Advisors should assume the role of observers, confining advice to the delegations to off-floor meetings. Remarks regarding problems that may arise should be addressed, in private, to the TAMOAS Director.

**Article 104**

Upon returning to their respective institutions, Faculty Advisors should meet with the student delegations to evaluate the meeting in terms of the participation. The TAMOAS Director will welcome suggestions and observations.

**Article 105**

If students are graded on their performance at the Model Sessions, judgment should not be based on the number of proposals accepted or the number of times the delegate speaks in committee sessions, but on preparation.

**Article 106**

Faculty Advisors shall be responsible for maintaining a permanent OAS reference library composed of background materials relevant to the OAS. These documents should be made available to students only on a loan basis.

**Article 107**

Faculty Advisors should make sure that student' reservations for accommodations are made as far in advance as possible.

**X. Responsibilities of the TAMOAS Director**

**Article 108**

The Pan American Student Forum shall elect a staff member to serve as Director of the Model Assembly. The Director shall be in charge of the promotion, planning, coordination, and execution of each session of the Model and the subsequent follow-up thereon. Such other staff as may be named for this purpose shall assist.

**Article 109**

The TAMOAS Director shall assign an OAS member state to each participating institution.

**Article 110**

The TAMOAS Director shall assign to other participating institutions the function of providing General Secretariat staff support to the Model.

**Article 111**

Prior to each session of the Model Assembly, the Director shall supply each participating school with the official documents and informative material relating to the meeting. Observers shall be provided with such documents and material in accordance with their status.

**Article 112**

The Director shall award certificates of participation to delegates and observers from high schools participating in the Texas Area Model OAS General Assembly.

**Article 113**

Following each TAMOAS session, the Director may undertake an evaluation of the performance of each student delegation and the cooperation lent by the corresponding participating institution, with a view to determine which institutions may take part in the following session.

**Article 114**

All activities, announcements, or communiqués, which are not officially scheduled as part of the Model program, must be approved in advance by the TAMOAS Director.

**Article 115**

The Pan American Student Forum shall determine participation fees for the Model OAS General Assembly. PASF reserves the right to modify this amount as changing economic circumstance warrants. Participation fees are non-refundable.

**Appendix A. TAMOAS General Assembly Parliamentary Procedures Short Form**

<b>Art</b>	<b>Motion</b>	<b>Purpose</b>	<b>Intrppt</b>	<b>Second</b>	<b>Debatable</b>	<b>Vote</b>
<b>Parliamentary Points</b>						
<b>77</b>	<b>Point of Order</b>	To address procedural error	Y	N	N	N/A
<b>79</b>	<b>Point of Personal Privilege</b>	To address immediate physical needs; heat, noise	Y	N	N	N/A
<b>78</b>	<b>Point of Inquiry</b> <sup>1</sup>	To ask a question about procedure to Chair	Y	N	N	N/A
<b>49</b>	<b>Point of Information</b> <sup>2</sup>	To ask a question about a speech to a speaker	N	N	N	N/A
<b>Procedural Motions (in Order of Precedence)</b>						
<b>81</b>	<b>Suspend Meeting</b>	To close meeting for caucus, lunch or break	N	Y	N	1/2
<b>81</b>	<b>Adjourn Meeting</b>	To close meeting until next scheduled mtg. time	N	Y	N	1/2
<b>63</b>	<b>Suspend Debate (Table)</b>	To table proposal or amendment	N	Y	2+ / 2 –	1/2
<b>25</b>	<b>Refer the Issue</b>	To refer proposal to Gen. Com. for consideration	N	Y	2+ / 2 –	2/3
<b>64</b>	<b>Remove from Table</b>	To take from Table	N	Y	2+ / 2 –	1/2
<b>65</b>	<b>Close Debate</b>	To end debate & vote on resolution or amendment	N	Y	2+ / 2 –	2/3
<b>66</b>	<b>Previous Question</b>	To end debate & vote on all the matters (R & A)	N	Y	2+ / 2 –	2/3
<b>77</b>	<b>Appeal the Chair</b> <sup>3</sup>	To object / appeal decision of Chair	N	Y	N/A	1/2
<b>43</b>	<b>Change Order of Agenda</b>	To change the agenda topic order	N	Y	N	2/3
<b>55</b>	<b>Extend Speakers' List</b>	To limit /extend total length of debate	N	Y	2+ / 2 –	1/2
<b>49</b>	<b>Extend Questions' List</b>	To allow for more Points of Information in debate	N	Y	N	1/2
<b>54</b>	<b>Set /Change Speaker's Time</b>	To specify speaker's debate time initially	N	Y	N	1/2
<b>72</b>	<b>Divide the Question</b> <sup>4</sup>	To vote on substantive proposal separately in parts	N	Y	2+ / 2 –	1/2
<b>48</b>	<b>Introduce Resolution</b>	To bring up resolution / proposal to floor	N	Y	N	N/A
<b>56</b>	<b>Introduce Amendment</b>	To delete, add, change parts of proposal	N	Y	N	N/A
<b>75</b>	<b>Reconsideration</b> <sup>5</sup>	To reconsider a proposal passed or failed	N	Y	2+ / 2 –	1/2
<b>Other Rules and Motions</b>						
<b>43</b>	<b>Adopt Agenda</b>	To adopt agenda as is	N	Y	N	1/2
<b>32</b>	<b>Set /Change Order of Agenda</b>	To set or change the agenda for topic discussion	N	Y	2+ / 2 –	1/2
<b>70</b>	<b>Roll Call Vote</b>	To demand roll call vote instead of placard vote	Y	Y	N	N/A
<b>37</b>	<b>Call for a Quorum</b>	To determine number of delegations present	Y	N	N	N/A
<b>80</b>	<b>Right of Reply</b> <sup>6</sup>	To reply to comments of other members	N	N	N	N/A
<b>44</b>	<b>Set the Modus Operandi</b>	To set time and agenda during General Assembly	N	Y	N	2/3
<i>If speaking time remains at the conclusion of a speech, the delegate may yield in one of the following ways:</i>						
<b>Yield to the Chair</b>		The delegate forgoes any remaining time.				
<b>Yield to Questions</b>		The delegate is open to Points of Information.				
<b>Yield to Another Delegate</b>		Remaining time is given to another delegate to make comments.				
<b>Yield by Making a Motion</b>		Speech concludes with a motion, remaining time is forfeit, and committee must consider the motion.				

1. Point of Parliamentary Inquiry may interrupt the speaker only if it concerns the issue before the committee.
2. Point of Information is used if the speaker has yielded his/her remaining speaking time to questions.
3. To appeal the Chair's decision, the Appellant must voice immediately following the decision.
4. The motion to divide is not in order once voting begins.
5. This motion is in order only when made by a delegate from the prevailing side.
6. The Right of Reply is in order only when the request is first submitted to the Chair in writing.