



Rules of Procedure

applying to the Council of Ministers

for the Ministerial Summit of the

Council of Europe

during RhodesMRC 2016

1. General considerations

1.1. Scope.

The present rules apply to the Rhodes Model Regional Co-operation Conference, Committee of Ministers of the Council of Europe. Please note that in all committees, Chairpersons are responsible for determining rules that are in order to facilitate debate and discussion. In case of conflict of interpretation, the Committee Chair has the final authority for determining the applicability of the Rules of Procedure.

1.2. Language.

English is the official language of RhodesMRC. A Delegate wishing to speak in an official language where simultaneous interpretation is not provided will be required to provide his or her own



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translation. Please note that time spent in translation will be counted towards total time allotted for a given speech.

1.3. Credentials.

The RhodesMRC Secretariat has accepted the credentials of delegates or observers prior to the opening of the conference. Actions relating to the alteration of rights or credentials of any staff member, delegate or chairperson may exclusively be initiated by the Secretary General. Representatives must wear approved credentials all times during the conference.

1.4. Dress Code.

In accordance with the delegate's diplomatic status a formal dress code is required. For male delegates a tie is obligatory and for female no revealing outfits are allowed. Informal clothing, such as jeans and trainers, also traditional or religious outfits are out of order. The secretariat reserves the right to expel a delegate due to his or her dress code.

1.5. Diplomatic Courtesy.

During committee session, delegates are expected to exercise diplomatic courtesy when addressing members of the committee, the Chairpersons and the members of the Secretariat when present in the chamber. Insulting, abusive, aggressive or offensive behavior during the conference is prohibited. The Members of the Secretariat and the Chairpersons have the authority to address diplomatic warnings to delegates who obviously violate the diplomatic courtesy. In case that the delegate's conduct seriously hampers the process within the committee, the Chair reserves the right to request his expulsion from the conference room.

1.6. Statements by the Secretariat.

The Secretary General or any member of the Secretariat of RhodesMRC may make verbal or written statements to a committee at any time during the Conference.

1.7 Aim of the Council of Europe

1. The aim of the Council of Europe is to achieve a greater unity between its members for the purpose of safeguarding and realizing the ideals and principles which are their common heritage and facilitating their economic and social progress
2. This aim shall be pursued through the organs of the Council by discussing questions of common concern, by forging agreements and taking common action in economic, social, cultural, scientific, legal and administrative matters and in maintenance and further realization of human rights and fundamental freedoms
3. Participation in the Council of Europe shall not affect the collaboration of its members in the

work of the United Nations and of other international organizations or unions to which they are parties

4. Matters relating to national defense do not fall within the scope of the Council of Europe.

2. RhodesMRC Board

2.1. Chairpersons.

The Board of the Committee of Ministers of the Council of Europe will be composed of a President and a Secretary General. The Presidency of the Council of Europe is held by rotate each member state. The Council is presided for a period of six (6) months from November to May and vice versa in accordance with a pre-established rota.

2.2. Competence of the Chairpersons.

The competence of the Chairpersons may not be questioned by delegates.

2.3. Chairpersons: Authorities and Responsibilities.

2.3.1. Authority of the President.

The President shall exercise ultimate authority over his/her Council proceeding in an equitable and objective manner. The President, being also a country representative, may also take the floor, given priority of any other member, and express his/ her point of view on the topic being discussed.

2.3.2. Responsibilities of the President.

The President is responsible for all procedural matters pertaining to the council, including, but not limited to, moderating debate, determining the applicability of the rules and if necessary, clarifying on the meaning of the existing rules without approval from the council.

2.3.3. Authority & Responsibilities of the Secretary General.

The Secretary General can either take the floor, as any other delegate, in order to express his/her opinion or clarify the policy lines of the member states, or issue verbal and/or written statements addressed to the Council, at any time. It is within his/her responsibilities to assist in the policy planning of the Council. The Secretary General has the duty to make remarks when a member state is out of line at any given discussion. She/he shall also have a supervisory and reconciliatory role in the drafting procedure of Decisions under the scope of protecting the general interest of states while serving the mandate of the Organization. The Secretary General assists the President with all committee presiding matters and fully substitutes him/her, if it is expressly requested and for the

time period that latter expressly indicates.

2.4. Caucus of the Chairs.

The Chairpersons reserve the right to halt the working process within the committee in order to take 30 seconds of Caucus.

3. Parliamentary procedure

3.1. Roll Call.

Attendance shall be conducted by the Chairpersons by a Roll Call at the beginning of every committee session. Delegates shall establish their presence in the committee by raising their placards and declaring “Present”. As soon as the aforementioned procedure is complete, the Chair is obliged to announce the total number of present members and subsequently the number of votes required for simple majority.

3.2. Procedural Matters.

Procedural matters are those matters relating to the structure of the committee session as defined in the RhodesMRC Rules of Procedure. They include, but are not limited to, voting on establishing a Speaker’s List, establishing speaking time, motions and adjournment of the committee session. All Delegates must vote on procedural matters and no Delegate may abstain. Roll Call vote is not in order for procedural matters.

3.3. Substantive Matters.

Substantive matters are defined as those matters relating to the specific topic at hand. Delegates that have established their presence at the initial Roll Call shall act accordingly.

4. Majority

Unless otherwise specified, no motions are debatable and all require a simple majority vote to pass.

4.1. Simple Majority.

A procedural or substantive matter requiring a simple majority to pass implies that more than half of the quorum must vote in favor of the matter to pass. If the vote is a tie, the matter will be considered to have failed.

4.2. Two-thirds (2/3) Majority.

A procedural or substantive matter requiring a two-thirds (2/3) majority to pass implies that two-thirds (2/3) of the committee must vote in favor for a matter to pass. If there is at least one vote in favor or against and the remaining votes are abstentions subject is considered to have either passed or failed.

4.3 Unanimity.

A procedural or substantive matter requiring unanimity to pass implies that every voting member must vote in favor for a matter to pass. If there is at least a vote in favor or against and the remaining votes are abstentions, the subject is considered to have either passed or failed.

5. Delegations' Rights

Each member-state is represented by a single delegate. All delegates shall have speaking and voting rights on all matters during committee sessions, except for delegates participating in the procedures of the organization having observer status. The latter are entitled the same speaking rights and voting rights on procedural matters but their voting rights on substantial matters are permanently suspended. Additionally, delegates remain responsible to ensure the progress of the debate by using options that are described below and by actively participating in the committee procedures.

5.1. Permission to Approach the Bench.

Any delegate wishing to contact the Chair for a very delicate matter may ask for permission to approach the Bench. This is a last resort in case of emergency.

6. Quorum

Committee activities and debate shall start when at least two thirds (2/3) of the delegates are present which will be verified through roll-call that will be carried out by the Chairpersons. If quorum is not met thirty (30) minutes after the scheduled start time of the committee session, the committee shall start its session with the number of delegates already present, unless otherwise instructed by Secretariat. Quorum shall be assumed when committee activity begins. The total number of delegates will be determined by the attendance list from the most recent committee session. If quorum is in question in the first committee session, the list of delegations expected to attend will serve to determine the total number of delegates in attendance. Verification of the Quorum is deemed obligatory if Committee proceedings are suspended for more than 30 minutes. In any other instance the quorum remains intact as set in the beginning of the session.

6.1. Motion to Verify the Quorum.

Delegates may move to Verification of Quorum, where the Chairpersons will proceed with quorum confirmation by initiating a Roll Call. The Chairpersons can rule the Motion dilatory without option for appeal.

6.2. Late arrival.

In case a member arrives at Committee of Ministers chamber after the Roll Call is complete, they may send a note to the Chair informing that they are present; in any other case; they will be considered as absent and won't be recognized by the Board. All participants who have not informed the President of their presence until voting procedure begins are not eligible to vote.

7. Agenda

The Agenda items are ordered randomly. This cannot be considered as binding for the order in which topics will be addressed by the Committee. The Chairpersons may entertain a motion to set the agenda immediately after setting the quorum so as to define which topic area takes precedent in the debate.

7.1. Selection of Topics.

Only topics set on the provisional Agenda provided by RhodesMRC Secretariat shall be considered by a committee.

7.2. Motion to set the Agenda.

Following the Motions put on the floor by delegates suggesting the order of topics on the Agenda, the Chairpersons will consider the Motions in the order in which they were proposed. The motion is considered to be debatable; it is though in the discretion of the Chairpersons to take one (1) speaker in favor and one (1) speaker against the Motion before proceeding with the vote. The Speakers will receive the floor, in order to express their view, in rotation (in favor – against). If the Motion is accepted by simple majority, the Agenda will be set in the manner suggested by the Motion. If the Motion fails, the Chair shall consider the next Motion and repeat the process lay forward in the above sections. The order in which the Agenda is set at the beginning of the conference shall remain the same for the duration of the conference. Once the Agenda is set, the Chairpersons shall entertain a Motion to Launch Open Debate.

7.3. Alteration of the agenda

The Chair or any member of the Secretariat shall call for tabling of the debate if committee updates and news need to be considered immediately by the delegates. The committee shall return to the

regular Agenda once the given updates and news have been addressed or has been instructed to do so by the Secretariat.

8. Speakers' List

8.1. Motion to Establish the Speaker's list

To establish a Speaker's List, a delegate shall rise to a Motion to Establish a Speaker's List, also determining the individual speaker's time. The Motion needs to be first approved by the President and is voted upon, requiring simple majority to pass. If there is more than one Motion to Establish a Speaker's List, suggesting a different Speaker's time, they will be voted upon, starting from the most disruptive one.

8.2. Adding a Delegation to the Speaker's List

A delegation can be added to the Speaker's List only if not already included. The delegate may either raise his/her placard when the President calls for Delegates to do so or send a note to the Chairpersons stating their intention to be added to the Speaker's List. Speakers must keep their remarks germane to the subject under discussion. When the Speaker's List is exhausted, debate is automatically closed even if a motion to close debate would not normally be in order.

9. Debate

9.1. Formal Debate.

A committee shall by default be in Formal Debate unless otherwise advised by the Chair. Delegates should refer to the Speakers' List for the speaking order. Once the Agenda is set the Chair will entertain a Motion to Establish the Speaker's List.

9.2. Informal Debate.

Formal debate may be interrupted by informal debate which is considered a more flexible and versatile form of discussion. The two recognized forms of informal debate are moderated and un-moderated caucus. When the floor is open after the instruction of the Board, the member of the Council can propose a motion for a Moderated caucus or a motion for an Un-moderated Caucus.

9.2.1. Moderated Caucus.

A delegation, may propose a motion for a Moderated Caucus for a specific time in order to limit the discussion in a specific aspect of the topic; in this case, the Member will be asked to designate the

purpose of the moderated caucus, which is mandatorily narrower than the general agenda item, its total duration and individual speaker's time; the Chair is free to openly confer with the Member proposing a moderated caucus, in order to assist in designating the aforementioned; a moderated caucus may only be extended once, and the extension shall not exceed in total duration the initial moderated caucus, through a motion to extend a moderated caucus.

9.2.2 Un-moderated Caucus.

A delegation may propose a motion for an Un-moderated caucus; the member is asked to designate the total duration of the un-moderated caucus and its purpose which should mandatorily serve the best interest of the Council; the Chair is free to openly confer with the Member proposing an un-moderated caucus, in order to assist in designating the aforementioned features; an Un-moderated caucus is extended only once through a motion to extend the un-moderated caucus, but its duration should not exceed that of the initial of the un-moderated caucus. An Un-moderated Caucus is an informal procedure where the members are allowed to move around the room, discuss, lobby, negotiate and freely draft the official document of the committee; exiting the chambers of the Committee of Ministers, without permission from the President, is prohibited.

9.3. Recognition.

A Delegate may only address the committee if he/she has received permission from the Board.

9.4. Interruptions.

A Speaker may not be interrupted by another Delegate unless the Delegate has risen to a Point of Personal Privilege. Point of order does not interrupt a speaker. Only once the Speaker has concluded and the floor is given back to the chair, a delegate may move to a Point of Order.

10. Speeches

10.1. Time limit.

When a delegate exceeds his/her allotted time, the Chair may call the Speaker to order without delay. However, the Chair has the discretion to be flexible (within reason) about the time limit to allow a Delegate to finish his/her thought in order to account for the varying fluency of English among the Delegates.

10.2. Relevance of Speech.

A Chair may call a Delegate to order if his/her speech is not relevant to the subject matter being discussed or is not delivered according to diplomatic courtesy.

11. Yields

Only during substantive formal debate, a Delegate may yield any remaining time at the end of his/her speech in one of the following manners:

11.1. To Questions.

The Chair will use the remaining time to entertain questions for the Speaker from the committee. Delegates wishing to ask questions shall raise their placards and wait to be recognized by the Chair. The Chair shall rule questions that are rhetorical, leading or not relevant to the Speaker's speech out of order. Only the Speaker's answer shall be subtracted from the remaining speaking time.

11.2. To Another Delegate.

A Speaker wishing to give the remaining time allotted to his/her speech to another Delegate can do so. A Speaker that has been yielded to cannot yield his or her time again.

11.3. To the Board.

The Floor will automatically be given to the next speaker on the Speakers list. If a specific yield has not been established by the Speaker, the floor will automatically be given to the Board. During Moderated Caucus the floor will also automatically be given to the Chair.

12. Points

All points listed below, except for Point of Personal Privilege, are not allowed to interrupt a speaker. Point of Order is in order both during Formal and Informal Debate, at any given time, provided that it does not interrupt a speaker. Point of Parliamentary Inquiry and Right of Reply are in order only during Formal Debate. Points of Parliamentary Inquiry can only be entertained when the Chair has opened the floor to points or motions; The Point of Personal Privilege is raised at all times and it can interrupt a speaker. The delegate wishing to rise a point of order shall express his/her intention verbally following the speech that he/she felt that was insulting.

During un-moderated caucus all aforementioned options are suspended. In case a delegate needs to bring an incident to the attention of the Board he/she may request permission to approach the bench.

12.1. Personal Privilege.

A delegate may rise a Point of Personal Privilege if a matter of any nature impairs the delegate's effective participation in Committee activities. The Chairpersons shall try to effectively address the source of impairment. A Point of Personal Privilege can interrupt the speaker in any case. However, this motion should be used with the utmost discretion.

12.2. Order.

A Delegate may rise to a Point of Order if a Rule of Procedure is not properly observed by a Delegate or by the Chairpersons. The Chairperson in-office will rule on the validity of the point immediately. A Delegate rising to a Point of Order may not comment on the topic of the discussion. A Point of Order ruled dilatory by the President may not be appealed. This point may not interrupt a Speaker.

12.3. Parliamentary Inquiry.

A Delegate may rise to a Point of Parliamentary Inquiry requesting an explanation from the President on the Rules of Procedure. The point shall be concisely and briefly stated and shall contain a reference to the official rules of procedure of RhodesMRC. This point may not interrupt a Speaker.

12.4. of Reply.

A Delegate whose personal or national integrity has been impugned by another Delegate's comments may rise to a Right of Reply. Disagreement with the content of a Delegate's speech does not constitute sufficient justification for a Right of Reply. The President will recognize the Right of Reply at his/her discretion as well as decide on how to resolve the motion. This point may not interrupt a speaker but should be addressed the moment he/she has finished his/her speech. Should the President rule the Right of Reply not in order, his/her decision cannot be appealed. No delegate may call for a Right of Reply to a Right of Reply.

13. Motions

Motions can only be entertained when the Chair has opened the floor to points or motions; a delegation may only state their motion once they have been recognized by the Chair in order to do so. After a delegate proposes a Motion, the Chair may ask for seconds, i.e. delegates agreeing with the motion. All delegates wishing to second the motion will have to raise their placards. If there are no seconds, the motion will automatically fail. If there are seconds, the Chair will ask for objections, i.e. delegates disagreeing with the proposed motion. All the delegates wishing to express their objection will raise their placards. If there are no objections, the motion will automatically pass. If there are objections, the Chair will enter voting procedure or move on receiving any other motions.

13.1. Motion for a Moderated Caucus.

A Delegate may move for a Moderated Caucus thereby suggesting a change from formal debate to moderated informal debate. A Delegate who moves for Moderated Caucus must suggest a time length of the caucus, speaking time and justification for the Motion. The Chair may suggest a more appropriate caucus length or speaking time or may rule the Moderated Caucus out of order without possibility of appeal. If the Motion passes, the committee will enter informal debate whereby the

Chair will recognize Delegates who raise their placards to speak about the issue at hand.

13.2. Motion to Extend the Moderated Caucus.

A Delegate may move to Extend the Moderated Caucus if he/she feels that additional time benefits committee work. The Delegate moving for an Extension of the Moderated Caucus must suggest a length for the extension, which shall not exceed the duration of the original Moderated Caucus. The Chair may suggest a more appropriate caucus length or speaking time and put it to vote or may rule the Motion out of order without possibility of appeal.

13.3. Motion for an Unmoderated Caucus.

A Delegate may move for an Unmoderated Caucus thereby suggesting a change from formal to informal debate. The Delegate who makes this motion must suggest a length and justification for the Unmoderated Caucus. The Chair may suggest a more appropriate caucus length and put it to vote or may rule the Unmoderated Caucus out of order without possibility of appeal. Once the Motion has passed, the committee will depart from the Speaker's List and Delegates will carry an informal discussion on the topic specified in the Motion without leaving the conference room.

13.4. Motion to Extend the Unmoderated Caucus.

A Delegate may move to extend the Unmoderated Caucus if he/she feels that additional time would benefit the work of the committee. The Delegate who moves for an Extension of Unmoderated Caucus must suggest a length for the extension, which shall not exceed the duration of the original Unmoderated Caucus. The Chair may suggest a more appropriate caucus length and put it to vote or may rule the Extension of the Unmoderated Caucus out of order without the possibility of appeal.

13.5. Motion to Table Debate on a Topic.

A Delegate may move to Table Debate in order to end debate on a substantive issue halting all procedures on the present topic area. If the President rules the Motion in order, one (1) Delegate shall speak in favor and one (1) Delegate shall speak against before proceeding with a vote. This Motion requires 2/3 majority in order to pass. If the Motion passes, the President shall entertain a Motion to Open a Speaker's list, on the new topic addressed by the Committee. After the new topic has been discussed according the Rules of Procedure, the President shall entertain a Motion to Return to a Dismissed Topic as defined in article 13.7.

13.6. Motion to Return to a Dismissed Topic.

If a Motion to Table the Debate is passed, the Chair may entertain a Motion to go back to a Dismissed Topic. In that event, the Chair will entertain one (1) Speaker in favor and one (1) Speaker against. A two-thirds majority (2/3) vote is required for the Motion to pass. If the Motion

passes, debate on the dismissed topic the Committee returns to the existing Speakers' List of the Dismissed Topic.

13.7. Motion to Close Debate on a Draft Recommendation.

A Delegate may propose a Motion to Close Debate in order to end debate on a Draft Recommendation. Should there be amendments on the floor, it is highly recommended to follow the procedure regarding Amendments, as discussed in Rules 14.4-14.4.6. If the Board rules the Motion in order, it is in his/her discretion to entertain one (1) speaker in favor and one (1) speaker against the Motion. This motion requires 2/3 majority.

13.8. Motion to Close Debate on the Topic Area under Discussion.

A Delegate may propose a Motion to Close Debate in order to end Debate on the Topic Area under Discussion, whereby the Committee will enter immediately voting procedure. If the Chairperson-in office rules the Motion in order, it is in his/her discretion to entertain one (1) speaker in favor and one (1) speaker against the Motion. This motion requires 2/3 majority in order to pass.

13.9. Motion to Split the Topic Area.

A Delegate may move to split the Topic Area in order for the committee to come up with more than one resolutions referring to the same Topic. The delegate who moves will have to provide sufficient justification for the proposed splitting of the Topic Area. A 2/3 majority vote is required to pass this motion.

13.10. Motion to Conduct Business in Closed Session.

This Motion serves to preserve the privacy and confidentiality of the Committee of Ministers meetings. Once passed all non-members of the Committee of Ministers are required to immediately exit the room. This includes all auxiliary personnel such as Journalists, Observers, and Advisors etc. The Chairpersons and the Secretary General, as well as his/her Deputies, are not affected by this motion. The Committee of Ministers may, or may not, allow for the Administrative Staff to remain in the room. No communication with the outside world, whatsoever, is allowed. The only possible means of communication is through the Secretary General and his/her Deputies. Voting on this Motion is considered to be substantial.

13.11. Conducting Business in Public Session

After a Motion to Conduct Business in Closed Session has passed, the Committee of Ministers may conduct business again in Public through a Motion to Conduct Business in Public. This Motion requires Simple Majority to pass. Voting on this Motion is considered to be substantial.

13.11. Motion to Adjourn of the Meeting.

A Delegate may rise to a Motion for the Adjournment of the Meeting to suspend all Council activities until the next scheduled meeting. The President may rule the Motion out of order without possibility of appeal. This motion requires Simple Majority in order to pass.

13.12. Motion to Adjourn the Session.

A Delegate may rise to a Motion for the Adjournment of the Session to cease permanently all Council activities¹. The President may rule the Motion not in order without possibility of appeal or putting it to vote. The Motion is debatable, thus the Chairperson in-office will entertain one (1) speaker in favor and one (1) speaker against. This motion requires 2/3 majority in order to pass.

14. Recommendations and Amendments**14.1. Motion to Question Competence.**

A Motion to Question the Competence of the Council to consider a Draft Decision is in order upon introduction of the documents. The President will recognize one (1) Speaker in favor and one (1) Speaker against the Motion. The motion requires a 2/3 majority in order to pass. If the Motion passes the document will be withdrawn and will not be allowed to be re-introduced.

14.2. Working Paper.

A Working Paper is an informal document used by Committee delegates to work on building a Draft Recommendation. A Working Paper will be distributed at the President's discretion if requested by a Delegate. A Working Paper can be presented by the Delegate either when it is the Delegate's turn to speak in the Speaker's list or when a motion for an informal debate is passed, with the purpose of discussing the working paper. Working papers shall be submitted in electronic form.

14.3. Recommendations.

In appropriate cases, the conclusions of the Committee may take the form of recommendations to the governments of members and the Committee may request the governments of members to inform it of the action taken by them with regard to such recommendations. Recommendations are adopted by the Committee based on the principle of unanimity (see above rule 4.1).

14.3.1. Draft Recommendation.

A Working Paper submitted to the Chair under proper Recommendation format, i.e. phrasing,

¹ This motion is in order only to be used in the end of the conference.

sponsorship and the required number of signatories will be referred to as a Draft Recommendation. Delegates may refer to a document as a "Draft Recommendation" in a speech only after it has been assigned a number by the Secretary General. If Draft Recommendations are complementary or fairly identical, the President may recommend that the Sponsor of the Draft Recommendations combine the documents prior to the end of the debate. Draft Recommendations shall be submitted in electronic form.

14.3.2. Recommendation denomination.

A Draft Recommendation that has been put to a vote by the committee and passes may be referred to as a "Recommendation".

14.3.3. Format.

Draft Recommendations must be properly formatted according to the guidelines found in the "RhodesMRC Guidelines" paper.

14.3.4. Sponsor.

The sponsor is recognized as the main contributor of the Draft Recommendation. There is only one Sponsor for each Draft Recommendation. The Sponsor must be present for a Draft Recommendation to be introduced to the Committee. The Sponsor must agree to support a Draft Recommendation unless major changes have been introduced through the amendment process.

14.3.5. Signatories.

Signatories are those countries wishing to see the respective Working Paper being introduced and discussed as a Draft Recommendation. Signatories are neither considered as supporters of the Draft Recommendation nor bear any obligation towards the sponsor. Amendments to the Draft Recommendation are not required to be approved by its Signatories. A country can be a signatory to more than one Draft Recommendation on the same topic. The required number of Signatories required to discuss a Draft Recommendation will be set by the President being equal to at least 1/3 of the total members present at the Committee (quorum).

14.3.6. Withdrawal of Sponsorships.

Sponsorship of a Draft Recommendation may be withdrawn at any time before voting on it has begun. Sponsorship of a Recommendation may be withdrawn, if the Sponsor considers that a passed amendment alters the content to such extent, that his/her Delegation can't support the Draft Recommendation as a whole.

14.3.7 Withdrawal of Signature.

Signatories bear no responsibility towards the sponsor or the signed document and they are entitled to decide free during voting procedure. If a delegate wishes to withdraw his/her signature he/she may send a written note, at any given time before voting procedure, to President requesting to be excluded from the list of signatories.

14.3.8. Introduction of a Draft Recommendation.

A Delegate may propose a Motion to Introduce a Draft Recommendation. Once the Working Paper has been assigned a Draft Recommendation number by the Secretariat, the President will entertain a Motion to Introduce the Draft Recommendation, requiring simple majority. Once the Motion has passed, the President shall invite the Sponsor of the Draft Recommendation to read out only the operative clauses of the Draft Recommendation to the Committee. The Sponsor or one of the Signatories will then be recognized for five (5) minutes to speak in favor of the Draft Recommendation. The Speaker may yield his/her remaining time to Questions or to another Delegate if he/she wishes to do so. A new debate upon this Draft Recommendation shall begin and a new Speaker's list shall be established.

14.3.9. Withdrawal of a Draft Recommendation.

A draft Recommendation may be withdrawn by its sponsor any time before the Amendment procedure starts, as defined by Rules 14.4-14.4.6. This request should be submitted in written form to the President.

14.4. Amendments.

An Amendment may add, strike out or revise a part of the Draft Recommendation. The Amendment has to be first approved by the President. It is highly recommended, that there is at least one co-sponsor of the Amendment. It is in the discretion of the President to define the allotted time, during which the floor will be open for Amendments. After receiving the Amendments, the President shall review them designating whether they have been accepted by the Board and subsequently assigned them with a number.

14.4.1. Motion to Introduce Amendments.

A Delegate may propose a Motion to Introduce Amendments after the time for the submission of Amendments has elapsed. If the Motion passes, the President will introduce to the Committee all Amendments approved by the Board. During this procedure, the Sponsor will be called upon to define to the Committee and the Board which Amendments are friendly and which unfriendly.

14.4.2. Amendments to Pre-Ambulatory Clauses.

Amendments to Pre-Ambulatory Clauses are not in order. However, the President may rule such an amendment in order if serious mistakes have been noticed in the Pre-Ambulatory Clauses.

14.4.3. Substantive Amendments.

Amendments correcting grammar, spelling or formatting mistakes on Draft Recommendations will be automatically adopted without being voted upon by the Committee, at the discretion of the President. Following the initial introduction of the Draft Recommendation by its Sponsor, delegates are permitted to point out any such problems to the Chairpersons.

14.4.4. Friendly Amendments.

Substantive Amendments approved by the Sponsor of a Draft Recommendation will automatically be integrated in the Draft Recommendation without the need to be voted upon by the Committee. Amendments to Friendly Amendments are not in order.

14.4.5. Unfriendly Amendments.

Substantive Amendments to a Draft Recommendation not approved by the Sponsor of a Draft Recommendation are considered as unfriendly. Unfriendly Amendments will be put to a vote prior to the vote on the Draft Recommendation as a whole. Amendments to Unfriendly Amendments are not in order. The President reserves the right to entertain one (1) speaker in favor and one (1) speaker against each Unfriendly Amendment prior to the vote by the Committee.

14.5. Withdrawal of Amendments

The Sponsors of an Amendment may request its withdrawal jointly at their discretion, before its denomination by the Sponsor as friendly or unfriendly. The Sponsors of an Unfriendly Amendment may request its withdrawal jointly at their discretion, before its adoption by the committee. In case one sponsor decides to withdraw his/her sponsorship and the designated number for the submission of an amendment as defined by the Board is not met, it is in the discretion of the President to provide time for the sponsor's replacement. The Sponsors of a Friendly Amendment do not have the right to request its withdrawal.

14.6. Voting on Amendments.

After all Amendments have been defined by the Sponsor as friendly or unfriendly (Rule 13.4.1.), the President will read one by one all unfriendly Amendments, entertaining one (1) speaker in favor and one (1) speaker against, at his/her discretion. The Committee shall vote upon each Amendment separately, after finishing debating on it. All subsequent Amendments shall be discussed and voted upon in accordance with the aforementioned procedure, and in the order defined by their assigned

number. If one Amendment implies the rejection of a second Amendment, the second Amendment will not be voted upon. An Amendment that has passed shall be automatically integrated into the Draft Recommendation. Once all Amendments relating to a Draft Recommendation have been voted upon, the Board shall read the operative clauses as they have been modified.

15. Voting Procedure

When the President announces that the Committee is entering voting procedure, no entering or exiting from the room will be permitted, unless there is an emergency or until the voting procedure has come to an end. All auxiliary personnel, such as Journalists, Observers, and Advisors etc. are required to immediately exit the room. The Board may or may not allow the Administrative Staff to remain in the room. Note passing is suspended. At this time, Motions to Divide the Question or Roll Call Voting are in order.

15.1. Order of Voting.

Draft Recommendations on the same Topic Area should be voted on according to the number they were assigned by the Secretariat of RhodesMRC.

15.2. Motion to Reorder Draft Recommendations

A Motion to Reorder Draft Recommendations will be in order immediately after entering voting procedure, and before voting has started on any draft Recommendations. The delegate proposing a Motion to Reorder Draft Recommendations will have to state the order in which he/she desires the Draft Recommendations to be voted upon. The motion is considered to be debatable and it requires a two-thirds majority to pass.

15.3. Method of Voting.

Each Delegate of the Committee has one vote and must demonstrate his/her voting intentions by raising his/her placard at the President's request unless there is a Roll Call vote (see rule 16.2). Delegates must vote "in favor" or "against" on procedural matters and "in favor", "against" or "abstain" on substantive matters. No Delegate shall vote on behalf of another Delegate.

15.4. Call Vote.

Roll Call Motions are in order primarily for substantive matters. This Motion is automatically accepted unless the President rules it not in order; the decision is not subject to appeal. The Roll Call starts from a Delegate, randomly selected by the President.

15.5. Passing.

During Roll Call, a Delegate may choose to pass. The President will place the Delegate at the bottom of the voting list. A Delegate who has passed once during a voting sequence may not pass again or abstain, but must ascertain his/her vote. A delegate who has passed cannot vote “with Rights”.

15.6. Voting with Rights.

A Delegate may request a right of explanation after voting, stating in favor/against/abstain with rights. Upon completion of voting, the Delegate will be permitted to explain the reasons as to why he/she has chosen to vote a certain way. The President may limit the speaking time at his/her discretion.

15.7. Motion to Divide the Question.

Prior to the start of the voting procedure on a Draft Recommendation, a Delegate may rise to a Motion to Divide the Question in order to vote on an individual operative clause, a group of operative clauses or clause by clause. A Delegate must specify how he/she wishes to divide the operative clauses. Should there be more than one Motion to divide the question on the floor, Committee shall vote upon the Motions, starting from the most disruptive one. The President shall take one (1) Speaker in favor and one (1) Speaker against the first Motion to Divide the Question for a speaking time of one (1) minute each. The Motion requires 2/3 majority in order to pass. If the Motion passes, subsequent Motions to Divide the Question will be ruled dilatory and the Committee will proceed to voting on the Draft Recommendation in the manner suggested by the Motion. If the Motion fails, the remaining Motions will be considered in accordance with the above procedure. The divided section that fails during voting will be taken out of the final Draft Recommendation; only those sections that have passed will remain. Subsequently, the Committee will proceed to vote on the new final Draft Recommendation as a whole.

15.10. Motion to Retake Vote.

The Motion to Retake the vote is in order when the result of the vote on the Recommendation ends with a difference of one (1). The Motion automatically passes and the Committee enters informal debate for a short period of time, defined by the Board. After the caucus the vote shall be retaken and the result of the second vote shall be considered as final. No Motions to retake the vote shall be entertained.

15.11. Adoption of a Draft Recommendation.

If the Draft Recommendation passes, it is then automatically named Committee of Ministers Recommendation and hereinafter constitutes an official document of the Council of Europe.