

Procedural Guide

European Union



Agenda: Socio-economic turmoil in Europe

Message from the Executive Board

Greetings Hon' Members of the European Union!

Welcome to the European Union.

This is a formal set of directives and Rules of Procedure that shall be followed in the European Union being simulated at Utopia MUN 2017. General rules and procedures of the conference are also to be followed and adhered to by all the members, however in matters pertaining to council procedures and flow of debate, the set of rules being provided below take precedence.

We have tried to provide you with an extremely realistic portrayal of the European Union in terms of Rules of Procedures, and function in accordance to the Treaty of Lisbon (2007) that amended the Maastricht Treaty (1993), known in updated form as the Treaty on European Union or TEU, and the Treaty of Rome (1957), known in updated form as the Treaty on the Functioning of the European Union or TFEU. However, it will differ slightly in certain aspects to ensure efficiency and simplicity in the functioning of the council.

We hope you have an enriching experience at this conference.

Cheers!

Executive Board of the European Union

Introduction

The proceedings of the council are similar to the general proceedings of the other committees in the conference, however for facility of the members the flow of debate has been explained below, including the points of difference.

Language

English is the official and working language of the Council. However executive representatives of the member nations are free to speak in their native languages, provided they arrange for necessary translation.

Presidency

The Executive board presiding over this conference consists of two Chairpersons, exercising the role of President of the EU and The Head of Cabinet. In the exercise of their functions stated hereafter, they are subject to these rules and are responsible to the Secretary-General. The Chairpersons entertain equal authority in front of the Council and their cooperation is governed by internal rules applicable to Staff members, as defined by the Secretariat.

The President (any reference to the “President” hereafter includes both Chairpersons) will have complete control of the proceedings at any formal meeting and ensure and enforce the adherence to these rules. In particular, the President will declare the opening and closing of each meeting, direct discussion, accord the right to speak, put questions, announce decisions, and rule on points of order. The President may also propose the adoption of any procedural motion to which there is no significant objection. In case of disruptive or dilatory behavior of any participant, the President reserves the right to respond appropriately.

Decisions of the President are subject to appeal unless otherwise stated in these rules.

In case of a procedural issue not covered by these rules, the President will make a decision that is considered compliant with the spirit of these rules. In this event, the President will announce to the Council the use of this rule. Decisions taken by the President under this rule can be subject to appeal.

A delegate may immediately appeal any decision of the President, with the exception of those matters that are explicitly stated to be un-appealable. An appeal to the decision of The President requires the Council proceedings to be adjourned and the Secretary-General shall be called upon to mediate with assistance of the

Head of Cabinet. The President may speak briefly in defense of the ruling. If the appeal is deemed honorable by the Secretary General, then he/she will put forward the decision for a procedural vote in Council and decision shall be made.

Quorum, Attendance, and Roll Call

At the beginning of each session, the Head of Cabinet will conduct a roll call in alphabetical order. Delegates shall establish their presence in the Council in either of the two following manners:

Present and Voting: A Delegate that declares themselves "Present and voting" shall vote in favor or against any substantive matter without the possibility of abstention.

Present: A Delegate that declares themselves "Present" shall vote in favor, against or abstain on any substantive matter.

If participants arrive during or after the roll call, they are required to send a note to the President. As long as participants have not informed the President of their arrival, they will not be allowed to vote or deliver a speech. All participants who have not informed the President of their arrival until voting procedure begins are not eligible to vote.

In case a delegation that has declared "Present and Voting" during the roll call is not in the room during voting procedure on a substantive matter, its status immediately changes to "Not Present" by the President

The President may at any time, and especially before entering voting procedures, revisit the quorum at his/her own discretion.

Majority & Veto

The committee shall use a modified format from the one presented in the Treaty of Lisbon to establish majority. Majority shall be established when quorum is declared.

1. 51% - Procedural Vote.
 2. In a situation of emergency or crisis, all decisions must be unanimous.
 3. 2/3rd - Substantive Vote.
- Any Substantive Vote only stands if members forming at least 55% percent of the population vote.

- This means that the sum of percentage population of all member countries voting (i.e. those who do not abstain and are not absent from council) should be greater than 55% for the decision to stand.
- If country's forming more than 35% of the population vote "no" then decision is considered vetoed.
 - This means if the sum of percentage population of all the member countries voting "no" is greater than 35% then the decision is considered vetoed.

**The Table presented on next page listing Population and Population Percentage is as per the latest data made available by Eurostat and for the purpose of simplicity these figures shall officially be used in the council for all necessary measurements and calculations. All members are advised to read it carefully.

COUNTRY	POPULATION	PERCENTAGE
Germany	82,175,684	18.47%
France	66,759,950	15.01%
Italy	60,665,551	13.64%
Spain	46,445,828	10.44%
Poland	37,967,209	8.53%
Romania	19,760,314	4.44%
Netherlands	16,979,120	3.82%
Belgium	11,311,117	2.54%
Greece	10,783,748	2.42%
Czech Republic	10,553,843	2.37%
Portugal	10,341,330	2.32%
Sweden	9,851,017	2.21%
Hungary	9,830,485	2.21%
Austria	8,690,076	1.95%
Bulgaria	7,153,784	1.61%
Denmark	5,707,251	1.28%
Finland	5,487,308	1.23%
Slovakia	5,426,252	1.22%

Ireland	4,724,720	1.06%
Croatia	4,190,669	0.94%
Lithuania	2,888,558	0.65%
Slovenia	2,064,188	0.46%
Latvia	1,968,957	0.44%
Estonia	1,315,944	0.30%
Cyprus	848,319	0.19%
Luxembourg	576,249	0.13%
Malta	434,403	0.10%

*United Kingdom does have a vote that will be counted as substantive while calculating 2/3rd majority, however in lieu of its exit from the European Union it does not hold any privileges based on population parameters. Hence, its population remains irrelevant while counting the 35% and 55% bases. Hence while UK has the right to negotiate terms of exit, privileges based on population are no longer extended to the honourable nation.

LINK TO DATA:

<http://ec.europa.eu/eurostat/tgm/refreshTableAction.do?tab=table&plugin=1&pcod e=tps00001&language=en>

Substantive and Procedural Matters

Procedural Matters: Procedural matters are those matters relating to the structure of the Council session. All Delegates must vote on procedural matters and no Delegate may abstain. Roll Call Vote is not in order for procedural matters.

Substantive Matters: Substantive matters are those matters relating to the specific topic at hand. Delegates that have established their presence at the initial roll call shall act accordingly. The President of the European Union is not allowed to vote on substantive matters.

Depiction of Course of Debate

1. Setting of an agenda by the President. (Kindly note this decision cannot be appealed)
2. Formation of a General Speakers List. (Debate closes once the general speakers list is exhausted)
3. Deviation into Caucusing (Moderated/Unmoderated)
4. Preparation of Draft Conclusions (official document for this council, format has been discussed later in the guide)
5. Discussion on all Draft Conclusions using one of the three methods-
 - Moderated Caucus-No points of information in this format, only comments can be given. In this format only views are to be presented and not questioned.
 - Provisional Speakers List -Two PSLs shall be formed, one for and one against with speakers speaking on either of the lists based on their chosen stands. We shall alternate between the two lists consecutively (for, against, for, against... or against, for, against, for...) A simple majority procedural vote shall be initiated after forming the lists to establish the order i.e. begin with For or Against.
 - Clause by Clause Discussion- The Presenters of the Draft Conclusion discuss each clause and answer questions from the council members.

****IN CASE OF MULTIPLE DRAFT CONCLUSIONS, A SIMPLE MAJORITY PROCEDURAL VOTE SHALL BE**

CONDUCTED TO DECIDE WHICH SHALL BE
DISCUSSED FIRST.

6. Amendment procedure and discussion on amendments.

- As soon as discussion on a draft conclusion is introduced, the Executive Board shall accept amendments regarding that draft conclusion, however they shall be discussed only after discussion on all the draft conclusions is completed. Amendments for a draft conclusion will only be accepted till it is being discussed, after the discussion moves onto another draft conclusion no amendments for the previous ones shall be accepted.
- Method for discussion of amendments will be For/Against method- The member suggesting the amendment will get 1 minute to present 'For' views and one member shall present 'Against' views in 1 minute. Immediately after a Substantive vote shall be put forward to decide on the amendment.
- 55% rule and 35% rule shall not function for amendment procedure.
- If a draft conclusion is amended in more than half of its clauses then it shall be declared unfit for final vote and shall not be voted upon.
- Amendments shall be discussed in the same order as the draft conclusions were discussed.

7. Voting Procedure shall be carried out for all Draft Conclusions that are fit for final vote after amendment procedure has been completed. A motion to close debate must be introduced before voting can be conducted. The following method shall be used for voting-

- Roll call vote- Each member nation's name shall be announced in roll call format and accordingly the delegation shall report it's vote.

8. Table debate and adjournment of the meeting.

****Reversion to the General Speakers List shall happen in the absence of motions for informal debate or if such a reversion is suggested through a separate motion.**

**** Provisional Precedence of Points and Motions (in decreasing order):**

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Point of Information
5. Motion to Appeal the Decision of the President
6. Motion to Limit/Extend Speaker's Time in the Speakers' List/Caucus
7. Motion to Introduce a Draft Conclusion
8. Motion for Unmoderated Caucus
9. Motion for Moderated Caucus
10. Motion to Suspend the Meeting
11. Motion to Close Debate
12. Motion to Table Debate
13. Motion to Adjourn the Meeting

FORMAT FOR DRAFT CONCLUSION AND EXPLANATION

DRAFT CONCLUSION Discussion Position. Number of Amendments

PRESENTERS- (Maximum 2. Presenters agree with all clauses of the draft conclusion. A member cannot be a presenter for multiple draft conclusions.)

SUPPORTERS- (Minimum 5. Supporters need not agree with all clauses, they merely find the draft conclusion fit for discussion. A member can be a supporter for multiple draft conclusions)

TOPIC- Statement of the agenda.

PRE-AMBULATORY CLAUSES (Minimum 3. Their purpose is to recall past efforts, appreciate past measures and remind the union of the statutes, doctrines and treaties that are in relevance to the operative clauses mentioned. They end in commas“,”)

OPERATIVE CLAUSES (Minimum 5. Their purpose to provide the decisions, measures, and recommendations. Operative clauses are majorly debated upon during discussions. They end in semi-colons “;”. Note- A draft conclusions clauses are only discussed till there isn't a full stop in the

operative clauses “.”. If there is a full stop anywhere in the draft conclusion, official matter is only till before the full stop. Moreover, Addition amendments are not entertained for draft conclusions with a full stop in the operative clauses.)

SHORTENED FORMAT

DRAFT CONCLUSION 1.0

PRESENTERS- Names of member nations presenting

SUPPORTERS- Names of member nations supporting

TOPIC- Statement of the agenda

PRE-AMBULATORY CLAUSES

- *Recalls, Affirming, Recognizes etc.* abcdefg ,
- *Recalls, Affirming, Recognizes etc.* abcdefg ,

OPERATIVE CLAUSES

1. *Suggests, Encourages, Endorses etc.* abcdefg ;
2. *Suggests, Encourages, Endorses etc.* abcdefg ;
3. *Suggests, Encourages, Endorses etc.* abcdefg ;

FORMAT FOR AMENDMENTS

Amendment

Draft Conclusion 1.0

Add- Just write the clause to be added OR

Delete- Write the clause number and the clause. Ex- Delete Clause 2 stating “abcdefg”

Modify- Write the clause number, original clause to new clause. Ex- Modify Clause 2 stating “abcdefg” to “lmnopqr”

CONTACT DETAILS

Remember delegates the Executive Board is here to help you! Use your pre-conference preparation time wisely and do not hesitate to ask points of parliamentary inquiries to clear your procedural doubts.

Feel free to drop a mail at utopiamun17@gmail.com which will be directly forwarded to your respective Executive Board members and the reply for same will be conveyed to you.

