



**Washington Model**  
**Organization of American States**  

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Institute for Diplomatic Dialogue in the Americas

**RULES OF PROCEDURE**  
**2021 Edition**

<http://www.wmoas.org>

# WASHINGTON MODEL OAS GENERAL ASSEMBLY

## Rules of Procedure -- 2021 Edition

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# WASHINGTON MODEL OAS GENERAL ASSEMBLY

## Rules of Procedure -- 2021 Edition<sup>1</sup>

### I –Introduction

#### Article 1

The Washington Model Organization of American States General Assembly (WMOAS) is a simulation of the OAS General Assembly, which is the supreme organ of the Organization of American States. The WMOAS is conducted under the auspices of the Institute for Diplomatic Dialogue in the Americas (IDDA).

#### Article 2

English is the official language for all proceedings of the WMOAS. The WMOAS General Assembly may differ from other real-world procedures at the OAS as well, in order to maximize learning opportunities for students participating, or for other practical considerations.

These Rules of Procedure are definitive and govern the Washington Model OAS while in session. No officers or committees may add to, ignore, or modify these rules in any way. Article 99 governs any adjustments to these rules during the sessions of the WMOAS.

### II - Participants

#### Article 3

Each OAS Member State will be represented by one university country delegation. On occasion, the Coordinator(s) may provide an opportunity for a “hybrid” delegation, in which one Member State is represented by a delegation of students from separate universities.

#### Article 4 - Delegations

Each university country delegation shall consist of at least five and no more than ten Delegates.

Each delegation must be accompanied by a Faculty Advisor from the university sending the delegation. For delegations from universities located outside of the Metro Washington DC area, the entire student delegation and at least one faculty advisor must reside at the official Washington Model OAS hotel.

The student delegates will be assigned to each of the five Committees (Article 18), with a maximum of two delegates per Committee, and a minimum of one delegate per Committee.

In the General Committee, one student will be designated as Head Delegate (Ambassador) and the other Alternate Head Delegate. In the other standing Committees both students will act as Delegates.

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Speaking and voting privileges will be accorded to the student sitting in the chair at the beginning of consideration of each resolution. Delegates may not switch seats during the consideration of a resolution.

Each delegation must prepare an Opening Statement, summarizing the delegation's overall approach to the Agenda topics in the General Assembly (Article 37).

#### **Article 5 - Head Delegate**

Each university delegation shall have a Head Delegate, who shall be responsible for the general conduct of his/her delegation, so that his/her country may be represented at the General Assembly 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. The Head Delegate is responsible for the delegation's written Opening Statement, prior to the General Assembly (Article 39). In the event the Head Delegate has been excused from their duties, the Alternate will assume Head Delegate duties.

#### **Article 6 - Public Information Officer**

Each university country delegation is also entitled to have a Public Information Officer, who shall have free access to all committee sessions, though he/she shall have neither the right to speak nor vote. Supporting the delegation in various capacities, his/her duties can include contact with the local media to disseminate information about the WMOAS General Assembly and the participation of his/her school in this event.

#### **Article 7 - Rapporteurs and Other Staff**

Each university may nominate students to serve as Rapporteurs and for such positions as Crisis Scenario Specialist and Election Management Specialist. Once selected by the Coordinator(s), the Rapporteurs and other staff members will be considered credentialed participants in the General Assembly but will not enjoy any of the deliberation or voting authority of the Delegates, nor may they run for elective office.

Rapporteurs and other staff members are responsible for becoming familiar with their specific duties and with the Rules of Procedure and other WMOAS documents, as appropriate (Article 17).

#### **Article 8 - Social Media Team**

Each university may nominate students to serve as either Social Media Specialist (1 position) or Social Media Staff (2 positions). Students applying for these positions are expected to have a demonstrated background or interest in media and communications. Once selected by the Coordinator(s), members of the Social Media Team will be assigned their responsibilities and report to the Coordinator(s). The Social Media Team will be considered credentialed participants in the General Assembly but will not enjoy any of the deliberative or voting authority of Delegates nor may they run for elective office.

The functions of the Social Media Team will include, but not be limited to, the following:

- Design of a Media Plan for each year's meeting of the WMOAS;

- Management of the social media accounts of the WMOAS under the supervision of the Coordinator(s);
- Produce content, including a daily newsletter for delegates, to be published in WMOAS social media outlets with the approval of the Coordinator(s),
- Present a social media visibility report about that year’s WMOAS;
- Coordinate with participating university PIOs to produce content for WMOAS social media outlets.

**Article 9 - Observers**

Universities may be allowed to attend the WMOAS as Observers, without vote, voice, or eligibility for election. Observer delegations shall be bound by the Rules of Procedure for the General Assembly.

Members of delegations from Observer universities should be familiar with the Rules of Procedure, in the event that an opportunity to participate directly should occur during the General Assembly. Observer delegations may choose to maintain their observer status if they wish, however.

Temporary observers and guests may be credentialed by the Coordinator(s) at the request of Faculty Advisors.

**Article 10 - Credentials**

The Head Delegate of each delegation shall report to the Registration Desk at the designated arrival time and place in order to receive his/her delegation's credentials and other registration material. All credentialed participants at the General Assembly *must* display official ID tags at all functions of the General Assembly.

Students who attend the General Assembly in the role of Rapporteurs, Crisis Scenario Specialist, Election Management Specialist, Social Media Team, or other staff should obtain their credentials directly from the Registration Desk.

**III – Order of Precedence**

**Article 11 - Establishing the Order of Precedence**

The Order of Precedence of delegations for the WMOAS General Assembly shall be established by lot at the Closing (third) Plenary Session of the previous year’s General Assembly.

**Article 12 - Role of the Order of Precedence**

The Order of Precedence shall be used for:

- Determining the Vice-Chair of each Committee, in the case of the absence of either the elected officers (Article 18);
- Determining the order in which a Committee’s business is introduced in Committee sessions,

- subject to variances that may appear in subsequent Articles; and
- Ordering the seating of delegations in Plenary and Committee sessions.

#### **IV - Officers, Rapporteurs and Secretariat Staff**

##### **Article 13 - Officers (or Authorities of the Model)**

The President, Vice-President, Secretary General, and Chairs and Vice-Chairs of the Committees are considered Officers of the WMOAS General Assembly for the purposes of these Rules of Procedure. These Officers are directly responsible to the Director of the Secretariat Staff (DSS). Rapporteurs are considered part of the Secretariat and are responsible to the Director of the Secretariat Staff.

##### **Article 14 - Powers of the President**

The President of the Model shall:

- Convoke the Plenary Sessions;
- Decide on the order of business thereof, consistent with other Articles in these Rules and Procedures;
- Open and close the Plenary Sessions;
- Moderate discussions;
- Recognize speakers in the order in which they request the floor, to the extent possible;
- Submit points under discussion to a vote and announce the results thereof;
- Rule on points of order;
- Assist the Director of the Secretariat Staff to organize and conduct daily progress briefings, attended by all Chairs and Vice-Chairs;
- Report to the Third Plenary Session on the disposition of the Crisis Scenario (Article 28)
- Ensure parliamentary order; and
- In general, comply with, and enforce, the provisions of these Rules of Procedure.

The President is Chair of the General Committee and shall have voice but not vote. The President shall be part of the student representation team that will assist the Coordinators and the Faculty Council in preparing future WMOAS General Assemblies and shall have the opportunity to work with the Secretary General in assisting the Coordinator(s) in the operation of the WMOAS General Assembly, when appropriate.

##### **Article 15 - The Vice-President**

The Vice-President of the Model shall:

- Work closely with the president in the tasks outlined in Article 14, and shall serve as Vice-Chair of the General Committee as well as its Parliamentarian;
- Serve as Acting President of the WMOAS General Assembly in the case of temporary absence of the President and will become President of the General Assembly in the case of

the permanent absence of the President.

- Will work closely with the Secretary General to help ensure that the WMOAS General Assembly functions successfully.
- Shall be part of the student representation team that will assist the Coordinators, the DSS and the Faculty Council in preparing future WMOAS General Assemblies.

### **Article 16 - Secretary General**

The Secretary General of the Model:

- Shall participate with voice but without vote in the deliberations of the Model OAS General Assembly;
- Shall work in close cooperation with the Coordinator(s) and President in order to ensure that proceedings run smoothly and efficiently;
- Will offer remarks at the General Assembly's Closing Ceremony;
- Will assist the Coordinator(s) in situations regarding the absence of any of the Officers of the Model.
- Shall assist the Director of the Secretariat Staff, Election Specialist and Coordinators in conducting Officer elections.;
- Shall be responsible for, in consultation with the Director of the Secretariat Staff, the collection of all committee documents and submitting them to the Coordinator(s); and
- Shall be part of the student representation team that will assist the Coordinators and the Faculty Council in preparing future WMOAS General Assemblies.

### **Article 17 - The Secretariat and Staff**

The Secretariat will consist of the Secretary General, Rapporteurs, Election Management Specialist, and the Crisis Scenario Specialist. The direct management of the Secretariat will be the responsibility of the Director of the Secretariat Staff, a faculty member appointed by the IDDA Board.

The Director of the Secretariat Staff:

- Will supervise the work of the Officers, Rapporteurs and Secretariat Staff;
- Is responsible for Officer and Rapporteur training and assisting in the production of materials for that purpose; and
- Will work closely with a designated Coordinator.

The Rapporteur staff will consist of at least five students chosen by the Coordinator(s) from those students nominated by participating universities.

The Rapporteur for each Standing Committee:

- Shall keep accurate records – paper and electronic - of all Committee proceedings, including attendance and roll call votes;
- Shall perform additional duties described in the Rapporteurs Guide.

The Election Management Specialist will be responsible for managing, coordinating and conducting the elections of all Washington Model General Assembly officers. The Election Management Specialist will be chosen by the Coordinator(s) from those students nominated by participating universities and be supervised by the Director of the Secretariat Staff.

All documents and records generated by Standing Committees, including final versions of PDRs, attendance records, election results, etc., must be returned by the Rapporteur to the Coordinator(s) before the end of the General Assembly. All supplies provided by the Secretariat must also be returned at the conclusion of the final committee session in each Standing Committee.

### **Article 18 - Replacing Officers and Staff**

In the case of the absence of any elected officer of the General Assembly, the following procedures shall be followed:

- If the Chair of any Committee should become vacant, the Vice-Chair will assume the position of Chair.
- If the Vice-Chair should be absent, the Order of Precedence will be used to choose a new Vice-Chair. A Delegate chosen to be Vice-Chair through this process may choose to remain as a delegate and not assume the position of Vice-Chair. If there have been TWO such decisions not to accept the position of Vice-Chair, the choice of Vice-Chair falls to the Coordinator(s).
- Each delegation may establish its own internal procedure for determining which of its two delegates would assume the role of Vice-Chair. A Delegate who becomes Vice-Chair *via* this procedure will no longer serve as a Delegate representing a member state, but as Vice-Chair.
- In the case of the absence of both the Chair and Vice-Chair of a Committee, the Coordinator(s) will appoint a Chair and then use the Order of Precedence steps described above to fill the position of Vice-Chair;
- In the case of the permanent absence of the Secretary General, the Coordinator(s) will appoint a suitable person for this position.
- In the case of absent Rapporteurs or other staff, the Coordinator(s) will appoint suitable replacements.

## **V - Committees**

### **Article 19 - Standing Committees**

The Washington Model OAS General Assembly has the following Standing Committees:

- General Committee (formed by Head Delegates and Alternate Head Delegates);
- First Committee (Juridical and Political Affairs);
- Second Committee (Hemispheric Security);
- Third Committee (Inter-American Summits Management and Civil Society Participation in OAS Activities and Inter-American Council for Integral Development –CIDI); and
- Special Committee (Topic will vary from year to year).



The Chair and Vice-Chair of each committee are elected according to procedures described in Articles 79 through 85. Rapporteurs are selected by the Coordinator(s) from among students nominated for these positions by Faculty Advisors.

#### **Article 20 - The General Committee**

The General Committee shall be comprised of the Head Delegates and Alternate Head Delegates. The President of General Assembly shall be the Chair of the General Committee, with voice but without vote. The Vice-President of the General Assembly shall serve as Vice-Chair of the General Committee and shall replace the Chair *per* Articles 15 and 18.

#### **Article 21 - Oversight Role of the General Committee**

The General Committee shall see that the work of the General Assembly and its committees proceeds according to the Rules of Procedure. It shall also decide upon matters that may be referred to it by other committees. The Chair, Vice-Chair or any Delegate on the General Committee may move to refer a matter to the General Committee. The motion to consider a matter referred to the General Committee requires a two thirds majority for approval.

#### **Article 22 - Other Standing Committees**

The First, Second, Third, and Special Committees shall be composed of representatives of the Member States participating in the General Assembly (Article 4). Each of the committees shall have a Chair, a Vice-Chair, and at least one Rapporteur.

#### **Article 23 - Chairs and Vice-Chairs**

The Committee Chairs and Vice-Chairs shall have, as appropriate, the same powers as those indicated for the President and Vice-President of the General Assembly in Articles 14 and 15.

The Vice-Chair:

- Shall assume the duties of the Chair in the Chair's absence;
- Shall function as the Parliamentarian of the Committee;
- Shall be entitled to chair at least one full session of the committee; and
- Shall be encouraged to chair more than one session, with the Chair's concurrence.

#### **Article 24 - Standing Committee Agendas**

The Standing Committees shall consider the agenda topics approved during the Inaugural Plenary Session of the General Assembly (Article 27). Committees may not change the Agenda as adopted by the Inaugural Plenary Session. The Coordinator(s) may adjust Committee agendas, for example in the case of the Crisis Scenario (Article 28).

## **VI - Sessions and Meetings**

### **Article 25 - Sessions**

The WMOAS General Assembly will include the following sessions:

- An Inaugural Plenary Session;
- Standing Committee sessions;
- A Second Plenary Session, for the election of the President, Vice-President, and Secretary General for the next WMOAS General Assembly;
- A third, Closing Plenary Session; and
- A Closing Ceremony

Plenary sessions of the General Assembly require full participation of delegations. Delegations must be present for the Inaugural Plenary Session and cannot depart prior to the Closing Ceremony. Certificates of Participation presume participation throughout the entire schedule of the General Assembly.

The schedule of Plenary and Standing Committee Sessions will be published in the General Assembly Program, distributed at the time of Registration. This schedule cannot be changed without the permission of the Coordinator(s).

### **Article 26 - Attendees**

WMOAS General Assembly sessions are open to properly accredited Delegates, Observers and Staff, and to other accredited individuals, *per* Article 9.

## **VII – Order of Business in Plenary Sessions**

### **Article 27 - Inaugural Plenary Session**

The order of business for the Inaugural Plenary Session of the WMOAS General Assembly shall include the following (in order):

- Opening statement by the President of the General Assembly;
- Agreement on the Modus Operandi;
- Additions to, or deletions from, the Draft General Assembly Agenda;
- Adoption of the General Assembly Agenda; and
- Announcement of the Crisis Scenario topic.

The Modus Operandi specifies the number of votes needed for a simple majority and a two-thirds majority, based on the number of delegations who register for the General Assembly on Day 1 of the Model. The Modus Operandi also specifies that proponent statements cannot be longer than two minutes, and that the original Speakers' List on any PDR will have a maximum of three speakers for and three against. The Modus Operandi cannot be changed by Standing Committees and remains consistent through the General Assembly, unless changed by the Coordinator(s).

Approval of the motion to adopt the General Assembly Agenda or to change it in any way requires a two-thirds vote of the Member States represented at the General Assembly.

### **Article 28 - Crisis Scenario**

During the Inaugural Plenary Session, the Secretary General of the General Assembly will announce a (fictional) crisis confronting the hemisphere, which will require the Committee's immediate attention. Prior to the end of the **fourth** session of the General Committee, the President will announce his/her plans for consideration of the Crisis Scenario in the order of business of the General Committee. These plans may include a recommendation for consideration of the Crisis Scenario by other Standing Committees as well, as appropriate. While resolving the Crisis Scenario, the President may convene the General Committee as the Permanent Council, with the President presiding.

The President and Committee shall be assisted by the Crisis Scenario Specialist, a student appointed by the Coordinator(s) from nominations of participating university faculty. The Crisis Scenario Specialist will prepare him/herself in how the Organization of American States addresses crisis of various kinds and assist and advise the President and General Committee on the procedures to be followed in attempting to resolve the crisis confronting the Organization. The Crisis Scenario Specialist will also provide research services to the President and Committee relating to the crisis and function as the liaison between the President and the Coordinator(s) regarding the crisis. The Crisis Scenario Specialist reports directly to the Coordinator(s).

The President's plans for incorporating the General Committee's work on the Crisis Scenario into its order of business must have the approval of the Coordinator(s) before they can be implemented. The President will meet with the Coordinator(s) to discuss his/her plan before the beginning of the fourth session of the General Committee.

The President and the Permanent Council (or General Committee) will confront the Crisis Scenario according to the provisions of the Charter of the OAS and the Inter-American Democratic Charter, if relevant. The President will make timely reports to the Secretary General on the progress in resolving the Crisis Scenario, and the Secretary General will inform the other Standing Committees of these reports.

The President of the General Assembly will report on the resolution of the Crisis Scenario in the Third Plenary Session of the General Assembly.

### **Article 29 - Second Plenary Session**

The Second Plenary Session shall be for the purpose of the election of the President, Vice-President, and Secretary General of the next WMOAS General Assembly. The Election Commission for the General Committee (Article 78) will administer these elections (Article 79). In the other Standing Committees, elections shall be held according to the provisions in Article 35.

Elected officers shall serve for the duration of the General Assembly for which they have been elected.

### **Article 30 - Closing Plenary Session**

The Closing (third) Plenary Session of the General Assembly shall include in this order:

- Call to order and Roll Call;
- A report by the President on the disposition and resolution of the Crisis Scenario;
- The adoption or rejection of all resolutions approved by committees during their sessions, preceded by brief remarks from each Chair, in turn;
- Establishment of the Order of Precedence of delegations for the following year's Model session; and
- Introduction of any Declarations and/or Courtesy Resolutions.

### **Article 31 - Closing Ceremony**

The closing ceremony shall include:

- Remarks by the Secretary General of the General Assembly and/or other invited speakers;
- Presentation of the officers for the next WMOAS General Assembly;
- Remarks by the Coordinator(s) of the General Assembly;
- Presentation of Certificates of Participation; and
- Other procedural and ceremonial matters as deemed appropriate by the Secretary General, in consultation with the Coordinators.

## **VIII - Order of Business in Standing Committee Sessions**

### **Article 32 - First Committee Session**

The first session of each Standing Committee shall occur on the first day of the General Assembly, and shall have as its order of business the following topics (in order):

- Opening statement by the Committee Chair;
- Roll Call;
- Introduction of the Committee Officers and staff: Vice-Chair and Rapporteur(s);
- Introduction of OAS Consultant(s), and brief comments by OAS Consultants on matters pertaining to the committee's agenda topics and functioning, if appropriate;
- Agreement on the committee's particular Modus Operandi;
- Such other procedural matters deemed appropriate by the Committee Chair; and
- An informal period for the purpose of exchanging views and obtaining co-signatories on Proposed Draft Resolutions.

### **Article 33 - Second Committee Session**

The second session of each Standing Committee shall occur on the first day of the General Assembly, and shall have as its order of business the following topics (in order):

- Call to order by the Chair;

- Roll Call;
- For the purpose of exchanging views and asking questions on each agenda topic and, in the General Committee, on Head Delegate Opening Statements; and
- Other substantive measures as deemed appropriate by the Chair, with the exception that there shall be no formal discussion of any Proposed Draft Resolution.

#### **Article 34 - Subsequent Sessions**

The third and subsequent committee sessions of each of the Standing Committees shall be for the purpose of considering Proposed Draft Resolutions (PDRs) (Articles 36 through 42). Each delegation will designate one of its two delegates as that delegation's Elector for the purposes of Committee Elections (Articles 78 and 79). The Coordinator(s) may designate specific committee sessions for specific tasks, and this will be described in the General Assembly Program. Generally, business is conducted according the Order of Precedence. Committees may not change the order of business without permission from the Coordinator(s). The Chair should inform the Committee of any approved changes in the order of business.

#### **Article 35 - Committee Elections**

In the First, Second, Third, and Special Committees, committee elections for Chairs and Vice-Chairs for the following year's General Assembly shall take place in the first session of the Committee on the afternoon of the fourth day of the General Assembly (or as designated in the General Assembly Program). The Committee's Election Commission (Article 78) will administer these elections following provisions in Article 79.

The order of business for each Election session shall include, in this order:

- Call to Order and Roll Call, by the Chair and Rapporteur;
- Introduction of Election Management Specialist, who will administer the election;
- Passing of gavel to the Election Management Specialist who will lead the Election Commission;
- Election of the Committee Vice-Chair for the next year's General Assembly;
- Election of a Committee Chair for the next year's General Assembly; and
- Resumption of the normal order of business.

### **IX - Proposed Draft Resolutions and Opening Statements**

#### **Article 36 - Items for Committee Business**

Items for consideration in committee sessions normally shall be in the form of Proposed Draft Resolutions (PDRs). Each delegation may present one resolution per delegation per committee. Delegation may have additional resolutions in waiting; if a Committee completes its consideration of all PDRs it may consider additional resolutions on a one resolution per delegation basis. If a delegation submits two items in one committee, the two items must focus on *different* Agenda topics.

The General Committee may discuss Head Delegate Opening Statements during its second session

(Article 33).

Proposed Draft Resolutions will be considered in Committee sessions following the Order of Precedence (Article 12).

Proposed Draft Resolutions will be written according to the formatting rules and contents set in the WMOAS Student Manual.

### **Article 37 - Delegation Opening Statements**

Each delegation, via its Head Delegate, shall submit a short Opening Statement summarizing their delegation's overall approach to the substance of the General Assembly's Agenda, with the following provisions:

- The Opening Statement must be submitted electronically by the deadline for electronic submission of Proposed Draft Resolutions;
- The Opening Statement cannot exceed two hundred and fifty (250) words in length;
- Opening Statements will be reviewed by a Faculty Reviewer; and
- The Coordinator(s) will append the Opening Statements to the Electronic Packet (Article 38/39), which will be available to all delegations prior to the General Assembly.

### **Article 38 - Proposed Draft Resolutions with Fiscal Implications**

All Proposed Draft Resolutions that wholly or in part require the use of funds from the OAS budget, once approved by Standing Committees, must also subsequently be reviewed and reconsidered. All such "fiscal" PDRs, if initially approved by the Standing Committees will be reconsidered for funding and then prioritized, during the Committee's final two formal sessions (Sessions 11 (or 12) and 12 (or 13), according to the official Program for the Model, with these procedures:

- In Session 11 or 12, Committees will debate and vote for or against the funding of each "fiscal" PDR, in turn, following the Order of Precedence.
- Each PDR will be debated normally, except that they will not be amendable, and they will require a two-thirds majority to pass.
- In session 12 or 13, Committees will prioritize the "fiscal" PDRs that were approved during the review.
- Each delegation, having ranked all approved "fiscal" PDRs, may speak for up to two minutes outlining its top five Priority PDRs and explaining its ranking.
- The Rapporteur, with the assistance of the Vice-Chair, will:
- Take note of each delegation's top five Priorities; and
- After all delegations wishing to speak have expressed their Priorities, will report the final rankings by designating "fiscal" PDRs as Priority 1; Priority 2; etc.

### **Article 39 - Submission of Proposed Draft Resolutions and Delegation Opening Statements**

Proposed Draft Resolutions (PDRs) and Delegation Opening Statements shall be submitted in accordance with the procedures and timetables outlined by the Coordinator(s), and in accordance with Article 40. These steps will include:

- The opportunity for electronic submission of PDRs prior to the convening of the General Assembly; and
- The opportunity to present PDRs *during* the General Assembly, following a timetable outlined in the General Assembly Program and procedures described in other Articles in these Rules of Procedure.

All Proposed Draft Resolutions *must* be available to the Secretariat in electronic format, regardless of when they are initially presented by delegates. All Delegation Opening Statements must be submitted electronically prior to the General Assembly.

PDRs cannot be debated in committee sessions unless they have been approved by a Faculty Review Committee (Articles 40 and 42) and have been made available to the Secretariat in an appropriate electronic form.

All approved Proposed Draft Resolutions are organized into three packets:

- The Electronic Packet will consist of all Proposed Draft Resolutions approved by the faculty review process *prior* to the General Assembly. The Electronic Packet will also include the Delegation Opening Statements;
- The Working Group Packet will consist of all Proposed Draft Resolutions designated for the Working Group procedure, consistent with Article 42; and
- The Washington Packet will consist of all other Proposed Draft Resolutions, including those submitted in Washington during the General Assembly, those submitted electronically after the deadline for electronic submission, and those not revised and/or not approved during the electronic review process prior to the General Assembly.

#### **Article 40 - Review of Proposed Draft Resolutions**

In order for a Proposed Draft Resolution (PDR) to be considered for Faculty Review, it must conform to *all* of the following items:

- The PDR must deal specifically with a topic on the agenda of the committee in question;
- The PDR should be faithful to, and consistent with, the country's official position;
- The PDR must conform to the stylistic standards of the WMOAS General Assembly. The Coordinator(s) will provide the standard proposal format according to the format established in the WMOAS Student Manual. Proposals that do not comply with the proposed format will be rejected; and
- The PDR must be approved for form and substance by the delegate's Faculty Advisor and be forwarded to the Faculty Review panel by the Faculty Advisor.

During the period of electronic review of Proposed Draft Resolutions before the General Assembly, PDRs may be rejected by a single faculty reviewer. Rejected PDRs may be re-submitted while delegates are in Washington, consistent with the General Assembly Program's timetable. In the case of PDRs submitted in Washington (for the "Washington packet"), rejection of a PDR shall require the decision of at least two faculty reviewers.

## **Article 41 - Consideration of Proposed Draft Resolutions during the General Assembly**

During the General Assembly in Washington, PDRs approved for the Electronic Packet will be considered by Committees only if:

- The paper copy of the PDR is identical to the electronic version approved during the review process;
- The paper copy bears the signature of the Faculty Advisor; and
- The PDR bears the signatures of five (5) delegates (“Co-Signatories”) representing at least five (5) delegations other than the proponent's, indicating the cosigner’s commitment to support the proposal as originally presented.

## **Article 42 - Working Groups**

After Proposed Draft Resolutions are submitted, two or more PDRs, at the discretion of the faculty reviewer(s), may be considered appropriate for a Working Group. In this case, delegations in the Working Group will meet together to produce a joint proposal in the form of a co-sponsored PDR. The resulting Proposed Draft Resolution will now be co-sponsored by at least two, and perhaps more, delegations.

PDRs produced by a Working Group require a total number of signatures equal to at least six delegations, which includes the members of the Working Group (who are the co-sponsors), plus additional other co-signatories to total at least six Member States. Co-signatories to a Working Group PDR are bound by the provisions in Article 41.

Working Group Joint Proposed Draft Resolutions, once prepared by the delegations and signed by a Faculty Advisor from one of the Working Group delegations, shall be reviewed by a Faculty Review Panel during the General Assembly.

Delegates assigned to a Working Group may *not* re-submit their original individual Proposed Draft Resolution.

The members of the Working Group will select the primary presenter for the PDR; the primary presenter will give the Proponent Statement during debate on the PDR and will normally respond to questions during the Question Period. The Chair of the Committee, in the case of Working Group PDRs, may allow another delegate member of the Working Group, at the request of the primary presenter, to respond to questions during the Question period. This shall not affect the overall limit on questions, as described below in Article 49.

## **X – Debate and Procedure**

### **Article 43 - Quorum**

The number of Member States constituting a simple majority and a two-thirds majority is established in the Modus Operandi (Article 27). The Quorum and the number of Member States needed for a simple majority and a two-thirds majority, will be the same for all Committees and



may be adjusted only by the Coordinator(s).

At the start of each committee session, roll call will determine whether or not a quorum is present in order to conduct business. In order for any vote to be taken in the Committee, at least two thirds of the delegations, established in the Modus Operandi, must be present and recognized.

#### **Article 44 - Attendance**

At the start of each Plenary and Committee session, the Chair will call the meeting to order, and the Rapporteur will call the roll to determine attendance. Delegates who arrive after the roll call has been completed must be recognized by the Chair before the delegation may take part in the proceedings.

#### **Article 45 - Procedures for Consideration of Proposed Draft Resolutions in Committee**

Committees considering Proposed Draft Resolutions shall follow these steps, in order:

- Formal presentation of the PDR, including the proponent statement;
- A Question period;
- Chair's inquiry concerning Consensus;
- Establishment of a Speakers List;
- Debate, including any amendments;
- A Vote on the PDR, either in its original form or as amended; and
- An announcement of the results of the Vote, with adoption or rejection of the PDR (Article 76).

#### **Article 46 - Presentation of Proposed Draft Resolutions in Committee Sessions**

A Proposed Draft Resolution is formally presented to the Committee in the following manner:

- The Chair reads the title of the PDR;
- The Rapporteur reads the Operative Clauses in the PDR;
- The Chair automatically recognizes the proponent of the PDR to be considered; and
- The proponent presents a statement to the Committee. The proponent's statement should deal directly with the PDR being considered.

#### **Article 47 - Participation in Debate**

Each delegate may allow the other to speak or debate in his/her absence or when the other is particularly qualified to speak on the issue under consideration, but only one delegate from a country can debate an issue at a time. Delegates may not switch places while a Proposed Draft Resolution is on the floor but may do so during recess. If a delegate leaves his/her seat during debate, he/she may not return until the Proposed Draft Resolution has been voted upon. In session, communication among delegates is limited to written notes.

## **Article 48 - Question Period**

Immediately following the proponent statement, the Chair will recognize delegates who may wish to ask questions concerning the Item under consideration. All questions:

- must pertain specifically to the PDR;
- must be of an informational nature and may not be an attempt at debate;
- must be made in the form of a question.

All delegates on a delegation may respond during the question period at the discretion of the delegation presenting the PDR.

## **Article 49 - Limiting Questions**

On all PDRs considered by the Committee, the number of questions during the Question Period is limited to three, not including “follow-up” questions that might be permitted at the discretion of the Chair. Other than permitted “follow-up” questions, no delegation may ask more than one question during the consideration of a Proposed Draft Resolution.

During the Question Period, any delegate may move to limit the number of questions or to end the question period immediately. This procedural motion is non-debatable and must be approved by a two-thirds vote.

At the end of the Question Period, any delegate may move to extend the Question Period for up to an additional three questions. This procedural motion is non-debatable and must be approved by a two-thirds vote. There can be only one extension of the Question Period.

Once a PDR has been introduced as an item of business, there can be no interruption of the formal session until there is a disposition of the PDR. At the end of the Question Period, if there still seem to be delegates wanting to ask questions of the proponent, any delegate may offer a motion to Suspend Debate on the PDR, consistent with Article 57.

## **Article 50 - Consensus Voting**

At the conclusion of the Question Period during the consideration of all Proposed Draft Resolutions and Amendments to a PDR, the Chair shall ask if there is any opposition to approving the PDR, or amendment, “by consensus.” If there *is* objection, the Committee will proceed to the creation of a Speakers List, and the normal procedures will be continued (Article 52).

## **Article 51 - Consensus Voting on Procedural Matters**

On matters of procedure, after any motion has been made and seconded, and not ruled out of order by the Chair, the Chair will ask the Committee if there is any objection to unanimous consent on the procedural motion. If there are no objections, unanimous consent will be assumed. If there *is* objection, a vote will be taken, as appropriate.

## **Article 52 - Speakers List**

After the Question Period and the Chair's request for approval by consensus (Article 50), if appropriate, a Speakers List will be opened for discussion of the PDR or amendment being considered. Speakers will be identified as being in favor of the proposal or against the proposal, for purposes of balancing the debate. Consistent with Article 27, the Speakers List may have a maximum of three delegations speaking for and three against, with an upper time limit of two minutes per speech.

## **Article 53 - Delegate Recognition**

No delegate shall address the body without being recognized by the Chair. The Chair shall call on Member States in the order in which they signify their desire to speak, to the extent possible when there are many simultaneous requests. The Chair shall call the delegate 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 their remaining time only to the Chair.

## **Article 54 - Motion to extend Speakers List**

Once the Speakers List has been exhausted, the Chair or Vice-Chair may entertain a motion to extend the Speakers List, or any delegate may move to extend the Speakers List. This procedural motion will be subject to a majority vote by the committee, unless the Chair observes that there is no objection to extending the Speakers List. The procedural motion to expand a Speakers List is not debatable.

## **Article 55 - Speakers Lists: Additional Considerations**

Delegates who have spoken on prior Speakers Lists may be recognized to speak on subsequent Speakers Lists, but priority will be given to delegations that were not recognized on prior Speakers Lists. Proponents of PDRs may also participate on any *subsequent* Speakers Lists other than the debate's original Speakers List, including extended Speakers Lists or Speakers Lists on amendments.

## **Article 56 - Points of Order**

During the discussion of a topic, any delegate may raise a point of order, to address a procedural error immediately. The Chair shall promptly act upon points of order. Any delegation may appeal the Chair'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 discuss the substance of the Item under discussion; rather, the delegate's point must focus on the perceived procedural error.

## **Article 57 - Suspension of Debate**

Any delegate may propose suspension of debate on a Proposed Draft Resolution. A Second is required. This procedural motion, if approved, immediately tables the PDR. The motion to suspend debate is debatable: the Chair will first ask if there is any objection to the Motion, consistent with Article 50. If there is objection, the Chair will establish a Speakers List, with a maximum of two

delegations speaking in favor of suspending debate and a maximum of two opposed, with a time limit of one minute for each speech. There are no extensions of this Speakers List allowed. This motion requires a simple majority to pass.

Any tabled Proposed Draft Resolution may be reconsidered subsequently, via a Motion to Take Item From the Table, which requires a Second, is not debatable, and requires a Majority Vote. The Motion to take an item from the Table can be introduced only when no PDR is being considered, that is, after a final vote on a PDR and before a new PDR is introduced for consideration.

### **Article 58 - Closing of Debate**

At any point in a debate, the Chair or Vice-Chair may entertain a motion to close debate, or any delegate may propose that debate be closed. This procedural motion, if approved, ends debate, and the Committee moves to an immediate vote on the matter being considered. A Speakers List on the motion to close debate shall be limited to two delegates who wish to speak against the motion to close debate. This Speakers List may not be extended. This procedural motion requires a two thirds majority of the participating Member States.

### **Article 59 - Closing of Debate**

During the consideration of a Proposed Draft Resolution, a motion may be made to amend it by a delegate on the Speakers List speaking *against* the Proposed Draft Resolution. The text of proposed amendments must be submitted to the Rapporteur in legible writing, or printed, on an Amendment Form. Action on an amendment must be completed *before* the proponent of the amendment can use his or her allotted time on the Speakers List for speaking against the Proposed Draft Resolution. If the amendment fails, the delegate may continue to use his or her allotted time on the Speakers List. Normally consideration of an amendment should be consistent with Articles 45 and ff., as appropriate. A simple majority is required to approve draft amendments.

### **Article 60 - Consideration of Multiple Amendments**

When multiple amendments to a PDR are presented to the Chair in written form, the consideration of each draft amendment shall be undertaken consistent with the Speakers List. All delegations, regardless of their status as co-sponsors or co-signatories, may vote in favor of draft amendments.

### **Article 61 - Amendments and Co-Signatories**

The adoption of an amendment to a Proposed Draft Resolution releases the co-signatories from their obligation to vote in favor of the proposal.

### **Article 62 - Excluding Amendments**

A proposed amendment shall be considered by the Committee only when it constitutes an addition to, or deletion from, the PDR, or if it seeks to change part of the PDR.

A motion that would totally change the original intent of the proposal or that is not directly related to it, shall not be approved for form and substance, at the discretion of the Chair.

When a proposed amendment necessarily implies the exclusion of another previous amendment, as determined by the Chair, the newly proposed amendment shall not be put to consideration or a vote.

### **Article 63 - “Friendly Amendments”**

All amendments must follow these procedures. No "friendly amendments" are permitted.

### **Article 64 - Withdrawal of Items and Amendments**

The proponent of a Proposed Draft Resolution, an amendment, or a procedural motion may withdraw the PDR, amendment, or motion before it has been put to a vote. Any delegation may re-introduce a PDR, an amendment, or a procedural motion that has been withdrawn.

In the case of Working Group Proposed Draft Resolutions, any motion to withdraw or to re-introduce the PDR must be a consensus motion of all co-sponsors.

### **Article 65 - Reconsideration of Decisions**

Delegates may move to reconsider earlier votes in any Standing Committee or in Plenary Sessions. If there has been a roll call vote on the earlier question, a motion to reconsider can be made only by a delegation that has voted in the affirmative in the roll call vote. A motion for the reconsideration of decisions must be approved by a two-thirds vote.

### **Article 66 - Suspension or Adjournment of the Session or Meeting**

During the discussion of any topic, the Chair or Vice-Chair may entertain a motion to propose that the session or meeting be suspended or adjourned, or any delegate may propose that the session or meeting be suspended or adjourned, provided the proposal is consistent with Article 34, which requires the authorization of the Coordinator(s) in order to change the schedule of Committee sessions.

A motion to “suspend session” recesses the current meeting for an amount of time specified by the proponent of the motion. This procedural motion shall be put to a simple majority vote immediately and without discussion.

A motion “to adjourn” ends the committee session until the next scheduled meeting. This procedural motion shall be put to a simple majority vote immediately and without discussion.

### **Article 67 - Challenging Decisions by the Chair**

Any decision by the Chair of a Standing Committee may be challenged by a delegate via a procedural motion that is debatable, with one speaker for and one against, with a Speakers List that cannot be extended, and which requires a majority vote for adoption.

### **Article 68 - Order of Procedural Motions**

Motions shall have precedence in the order set forth below from highest ranking to lowest:

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

## **XI - Voting**

### **Article 69 - Right to Vote**

In all voting processes in the General Assembly, each delegation shall have the right to one vote.

### **Article 70 - Majority Required; Consensus Voting**

In both the Plenary Session and in the Committee Meetings, decisions shall be taken by the vote of a majority of the Member States registered for the General Assembly, except in those cases in which these Rules of Procedure may provide otherwise.

### **Article 71 - Voting on Proposed Draft Resolutions**

After debate is closed, the Proposed Draft Resolution being considered, along with any approved amendments, shall be put to a vote immediately, assuming the presence of a quorum (Article 43). PDRs are adopted or rejected by a majority vote.

### **Article 72 - Voting Procedure**

Votes shall be taken by a show of placards, except that any delegation may move for a roll-call vote, which shall be granted subject to provisions below, and which shall be conducted using the Order of Precedence of the delegations. 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 Chair has announced the results.

When taking a vote by a show of placards, the Chair shall ask for "those in favor," "those opposed," and "abstentions." When named in a roll call, a delegate shall answer "yes," "no," or "abstain."

Votes shall be taken by secret ballot only in the cases and in the manner provided for in the Rules and Procedure.

### **Article 73 - Roll Call Voting, Additional Provisions**

There can be no Roll Call votes on procedural motions.

Since the frequent use of Roll Call voting slows down the consideration of substantive matters, thereby potentially preventing some delegations from having their Proposed Draft Resolutions given full consideration, the privilege of calling for a Roll Call vote should be used sparingly and only when relevant to the substance of a PDR or amendment.

A delegate who calls for a Roll Call vote should be prepared to explain his or her request when it is

made, if requested to do so by the Chair. The Chair may, at his or her discretion, deny the Roll Call vote.

#### **Article 74 - Voting by Parts**

Prior to the vote on any PDR or amendment that contains several parts or Operative Clauses, any delegation may move for Voting by Parts. If the Chair perceives no opposition to this procedural motion, he or she will proceed to conduct the vote by parts. If there *is* opposition, the procedural motion will be put to an immediate vote, without debate. The procedural motion to vote by parts is approved by a simple majority.

If voting by parts is accepted, each operative clause of the proposal shall be voted upon individually, in order. The resulting PDR or amendment, which will consist of operative clauses approved by majority vote, shall then be put to a final vote. If all the parts of a PDR or amendment have been rejected, the PDR or amendment shall be considered to have been rejected as a whole.

#### **Article 75 - Explanation of a Vote**

After the voting on a Proposed Draft Resolution or amendment has ended, any delegate may request the floor, via a Point of Order, in order to give a brief explanation of the delegation's vote. If a delegation has abstained, the Chair may request the delegation to explain its vote. The Chair shall use discretion in limiting time spent on explanation of votes.

#### **Article 76 - Completion of Consideration of a Proposed Draft Resolution**

When debate and voting are completed on a Proposed Draft Resolution, the Chair shall announce the next PDR to be considered. Immediately after that announcement, there shall be an interim to last no longer than three minutes. During the interim, delegates will remain in the committee's meeting room but may switch seats in their delegation. At the conclusion of the interim, delegates will return to order immediately, to begin the discussion of the announced PDR, or to propose reconsideration of a tabled PDR (Article 57).

#### **Article 77 - Disposition of Approved Proposed Draft Resolutions**

All PDRs that are approved in committee sessions shall be will be presented to the Third Plenary Session of the General Assembly for final adoption.

## **XII -Elections**

#### **Article 78 - Election Commissions**

All elections for Officers at the WMOAS General Assembly shall be administered by Election Commissions organized and led by the Election Management Specialist, under the supervision of the Director of the Secretariat Staff. There shall be an Election Commission formed in each Standing Committee.

The Election Management Specialist is a student appointed by the Coordinator(s) from nominations

of participating university faculty and assigned to the Secretariat under the supervision of the Director of the Secretariat Staff. The Election Management Specialist will prepare him/herself to organize and administer the elections in each Committee by organizing and supervising the Election Commissions.

The Election Commission in each Standing Committee shall consist of:

- the Election Management Specialist;
- one Rapporteur;
- one Faculty Designee; and
- three delegates from the Standing Committee, chosen by the Election Management Specialist with the assistance of the Faculty Designee.

Each delegation shall appoint an elector for each Committee, who will cast the ballots during the election and who will be the only authorized delegate to sign nomination papers. Electors shall be identified at the beginning of the third session of the Committee.

The Election Management Specialist in the Election Commission shall be considered its Chair, and shall preside over the Standing Committee as *ad hoc* Chair during the election proceedings (Article 79)

In any specific Committee election, any member of the Election Commission will recuse himself or herself from the process if the member is affiliated with a delegation offering a candidate for office in that specific election. This provision includes Faculty Advisors as well as students.

Each Standing Committee's Election Commission shall be formed during the session in which elections are to take place, after Nomination Papers are submitted and certified (Articles 79 and 80).

Elections in Committees cannot occur concurrently; elections must be staggered so that Faculty, the Secretariat and IDDA Board Members can serve as witnesses to the election process.

### **Article 79 - Election Procedures**

Elections for all Officer positions for the General Assembly and the Standing Committees shall be conducted with the following procedures:

- Nomination forms shall be turned over to the Secretariat at the end of the last morning session on the fourth day of the General Assembly, except in the General Committee, where the deadline shall be at the conclusion of the last session of the fourth day of the General Assembly day, subject to the Program of the General Assembly;
- Nomination forms shall be collected by the Rapporteur(s) and transferred to the Secretariat for certification by the Director of the Secretariat Staff, the Secretary General, and the Coordinator(s);
- During the Election Session of the Standing Committee, the Chair of the Standing Committee shall yield the podium to the Election Management Specialist, who shall preside as *ad hoc* Chair of the Committee during the election proceedings;
- To form the Election Commission, the Election Management Specialist shall choose three



delegates who are not serving as electors and who do not have a candidate running from their delegation, one Rapporteur, and the Faculty Designee;

- The Election Commission shall administer balloting and count ballots under the supervision of the Faculty Designee;
- Election results shall be announced by the *ad hoc* Chair;
- All nomination forms, ballots, etc., shall be turned over to the Faculty Designee, who is responsible for delivering them to the Coordinator(s); and
- The *ad hoc* Chair shall turn the podium back to the Chair of the Standing Committee so that normal business may resume.

Elections for Officers are not considered complete until the Secretary General, the Director of the Secretariat Staff, and the Coordinator(s) have received the appropriate documentation and certified the elections. The Faculty Designee on the Election Commission shall be responsible for collecting appropriate documentation and transferring the information to the Coordinator(s).

### **Article 80 - Certifying Candidacies**

Only registered delegates and Officers may be candidates for the elective offices of President, Vice-President, Secretary General, Committee Chair and Vice-Chair. Observers, Rapporteurs, and other staff may not be candidates for Officer positions (Articles 7 and 8).

Each delegation is allowed a maximum of two nominations for the eleven elected officers of the Model.

Candidates for Officer positions must obtain the support of at least five delegations, in addition to his/her own delegation, for the nomination to be valid. A delegation may support only *one* candidate for each office. Signing a nominating petition for a candidate does *not* bind a delegation to vote for the candidate in question.

Voting in elections for officers cannot take place until nominating petitions have been reviewed and certified (Article 79).

In order to be a candidate for any elected position in the subsequent WMOAS General Assembly, participants must affirm in writing to the Coordinator(s) that they will be able to, and will, attend the subsequent WMOAS General Assembly, and that they will prepare themselves to undertake the duties of the position to which they wish to be elected which includes attendance at virtual pre-Model training sessions conducted by the Director of Operations.

### **Article 81 - Nominating Signatures**

In the General Committee, only Head Delegates may sign nominating petitions for President, Vice-President, and Secretary General, and Head Delegates may not sign more than one petition for each office.

In the other Standing Committees, only electors may sign nomination petitions and vote for Chair and Vice-Chair of the Standing Committee to which they have been assigned. Electors may not sign more than one nominating petition for each position.

## **Article 82 - Candidate Presentations**

Nominated candidates shall be allowed to make a three-minute presentation on their qualifications for the position. Candidates will refrain from political language or promotion of specific policies or individuals.

## **Article 83 - Secret Ballots**

Elections of officers of the WMOAS General Assembly shall be by secret ballot, except when officers are elected by acclamation, which shall happen only if there is but a single candidate for a position.

## **Article 84 - Multiple Ballots**

If no candidate obtains the vote of a majority of the Member States on the first ballot, a second ballot shall be taken. The second and any subsequent ballot (due to tie votes) shall include only the two candidates with the largest number of votes on the first ballot. For purposes of elections, the “majority” is the number established at the beginning of the General Assembly.

## **Article 85 - Term Limits**

Elected officers may not run for a second term for the same office at the following session of the WMOAS General Assembly.

# **XIII - Documents for the Model OAS General Assembly**

## **Article 86 - Documents**

All delegations, as part of their preparation for the model, shall be responsible for obtaining all documents relevant to their Proposed Draft Resolutions and other research. All the official documents are posted in WMOAS website under the student’s section. As soon as possible after the conclusion of the General Assembly, the Coordinator(s) of the model will provide electronic access to a final document containing the work of each Committee during the WMOAS General Assembly.

All documents and records generated by Standing Committees, including final versions of PDRs, attendance records, election results, etc., must be returned by the Rapporteur(s) to the Secretariat before the end of the General Assembly. All supplies provided by the Secretariat must also be returned at the conclusion of the final committee session in each Standing Committee.

# **XIV - Responsibilities of Participating Institutions**

## **Article 87 - Participation Fee**

Each participating institution shall ensure prompt payment of the Participation Fee established by the Board of Directors of the Institute for Diplomatic Dialogue in the Americas (IDDA).

In the event that any country or officer placard or gavel is found to be missing at the end of any session, the delegation representing the missing country or officer placard, or using the gavel, will be charged a \$50 replacement fee per placard or gavel. The delegate or officer's university will be charged the replacement fee amount. The Treasurer will issue an invoice for the missing placard(s) or gavel for immediate payment. If payment is not received, the amount will be added to the next year's registration fee for that university.

### **Article 88 - Faculty Advisor**

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, particularly the OAS. The advisor shall be the focal point of contact for the institution, the student delegation, and the Coordinator(s) of the WMOAS General Assembly.

Faculty Advisors must maintain up to date contact information with the Coordinator(s).

### **Article 89 - Faculty Advisor Responsibilities**

Faculty Advisors shall accompany their respective student delegations to the WMOAS General Assembly in Washington and are expected to be present during all sessions of the General Assembly. In addition, Faculty Advisors:

- Are responsible for the ethical conduct of their delegations;
- Should ensure that their delegations follow the rules of conduct determined by the WMOAS, consistent with the rules of the meeting places;
- Are responsible for assuring that their delegations follow the General Assembly's Rules of Procedures;
- Are responsible for assuring that their delegations are aware of and familiar with various WMOAS documents posted on the General Assembly's web page, in addition to the Rules of Procedure;
- Are responsible for assisting in the training and preparation of any Officers and Rapporteurs from their universities and ensuring that they attend pre-Model virtual training sessions conducted by the Director of the Secretariat Staff;
- Shall maintain, at their home universities, a permanent OAS reference library composed of background materials or other materials generated by earlier sessions of the WMOAS; and
- Shall participate in various assigned duties before or during the Model (Article 99), including but not limited to, serving as members of the Faculty Review Committees that review PDRs proposed for the Working Group and Washington Packets (Articles 38, 39, and 41), and servings as members of the Election Commissions (Article 78).

### **Article 90 - Choosing Delegates**

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

## **Article 91 - Preparation of Delegates, Officers and Staff**

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 Proposed Draft Resolutions presented by the delegations depends in great measure on the quality of work of the Faculty Advisor.

Faculty Advisors should ensure that students from their universities who will serve as Officers, Rapporteurs, Secretariat Staff or Social Media Staff should be well prepared for their roles at the General Assembly.

Advisors should consult early with the Coordinator(s) and Director of the Secretariat Staff and should ensure that students in these roles become familiar with the appropriate documents published by the Coordinator(s) and the Director of the Secretariat Staff and with their functions and responsibilities. Faculty will ensure that the Officers, Rapporteurs and Secretariat staff and members of the Social Media Team from their institution will be kept apprised of all training sessions before and during the Model and be responsive to the Director of the Secretariat Staff for those purposes.

## **Article 92 - Academic Credit**

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

## **Article 93 - Attendance and Notification of Absence**

Faculty Advisors should ensure that their student delegations attend all officially scheduled sessions, meetings, and ceremonies for the entire duration of the Model. Should conditions make it necessary to leave any event early, the Coordinator(s) of the WMOAS General Assembly must be notified immediately.

## **Article 94 - Dress Code**

The WMOAS reflects the work of the OAS General Assembly and its delegates. During Sessions, Diplomatic Social and any other Formal Meeting, students shall dress in formal business attire and behave professionally.

If the attire is deemed inappropriate by Coordinator(s), the individual(s) may be asked to leave the session, or the Diplomatic Social, and return with appropriate attire.

Faculty Advisors are also required to dress in professional business attire while participating in the different sessions and the Diplomatic Social, as they serve as role models for the rest of the participants.

## **Article 95 - Faculty as Observers during the General Assembly**

Once the General Assembly session has begun, Faculty Advisors shall assume the role of observers, confining advice and comments for delegates to venues outside of Committee and Plenary sessions.

Faculty attending committee sessions shall avoid direct participation in the proceedings, except in an emergency, or at the request of the Committee Chair, or, in his or her absence, the Vice-Chair, or the Rapporteur.

The WMOAS Faculty Council shall be assigned overall responsibility for the purpose of responding to questions on the Rules of Procedure and for the purpose of observing the behavior of Faculty Advisors regarding their status as “observers,” as described in this Article and others. Officers of the General Assembly may discuss faculty behavior with the members of the Faculty Council and/or the Coordinator(s) at any appropriate moment.

Faculty Advisors shall not address any Committee at any time, nor speak with their delegates during debate and other formal proceedings. Concerns that may arise during the General Assembly should be addressed to the Coordinator(s), and/or to the Faculty Council. Faculty Advisors shall not address Committee officers during formal sessions, nor express concerns to Officers except in the presence of a member of the Faculty Council and/or the Coordinator(s).

### **Article 96 - Post-Model Briefing**

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

### **Article 97 - Evaluating Student Performance**

If students earn academic credit for courses connected with participation in the WMOAS, it is recommended strongly that grades be based, at least in part, on a combination of the student’s written work and on the student’s performance at the Model. It is recommended that judgment should not be based on the number of Proposed Draft Resolutions accepted or the number of times a delegate speaks in committee sessions, but on preparation before the Model, and on "staying in character" during the Model. It is recommended that students be graded on their efforts to reach consensus in the committee.

### **Article 98 - Accommodations**

Faculty Advisors should ensure that student reservations for accommodations are made as far in advance as possible and in accordance with the guidelines established by the hotel that hosts the General Assembly. Residence at the official Model hotel is mandatory for all delegations subject to exceptions that may be granted by the IDDA Board.

In the event that the host hotel is forced to refund money to non-WMOAS guests because of the behavior of WMOAS participants, any demand made to the IDDA for such funds will be forwarded to the offending delegations, who will be expected to pay the costs associated with their behavior.

## **XV - Adjudication of Rules Disputes**

### **Article 99 - Adjudication of Disputes**

For purposes of the adjudication of disputes concerning the Rules of Procedure during the General Assembly, the Coordinator(s) shall meet with at least one member of the Faculty Council to resolve any dispute presented to the Coordinator(s).

## **XVI - Governance**

### **Article 100 - Governance**

The Coordinator(s) of the General Assembly is/are appointed by the Board of Directors of the Institute for Diplomatic Dialogue in the Americas (IDDA), consistent with its Bylaws.

The Coordinator(s) shall have final authority over the day-to-day operation of the Model when the WMOAS General Assembly is in session, and shall, with support from and consultation with the Faculty Council, prepare materials and administer policies to ensure the efficient operation of the Model, included, but not limited to, the authority and duties described in these Rules of Procedure in other articles.

A Faculty Council shall be elected in order to represent the views of the faculty advisors in deliberations related to planning and running the Model. The Faculty Council shall consist of five elected members, chosen by the Faculty Advisors attending the General Assembly, and elected during the annual Faculty Advisor Business Meeting during the General Assembly. The elected Council members shall serve terms of two years and shall be elected on a staggered basis. The elected members of the Faculty Council shall elect a Chair from among their number. The Faculty Council shall meet during the Model and to the extent possible, at least one time during the summer months.

The Faculty Council shall organize the PDR review process, as well as the preparation of the Electronic and Working Group packets. Likewise, the Faculty Council will organize the review of PDRs for the Working Group and the Washington packet during the WMOAS sessions. The Faculty Council, (along with other Faculty Advisors) may serve as Director of the Secretariat Staff, on Election Commissions, and other duties as requested by the Coordinator(s). The Chair of the Faculty Council may present remarks at the WMOAS opening ceremony.

The Executive Council of the Model shall consist of the Coordinator(s) and the Chair of the Faculty Council and shall exercise authority in the case of emergency situations.

### **Article 101 - Changing the Rules of Procedure**

Proposed changes to the Rules of Procedure of the WMOAS shall be submitted to any member of the Faculty Council and/or to the Coordinator(s) of the General Assembly. If possible, proposed changes will become part of the agenda of the Faculty Advisor Business Meeting during the General Assembly, in order to provide an opportunity for discussion for all Faculty Advisors. Authority for making changes to the Rules of Procedure rests with the members of the Faculty

Council, subject to the provisions of the Bylaws of the IDDA, the sponsoring organization. Any changes in the Rules of Procedure shall be communicated to all Faculty Advisors and made available electronically as soon as possible after the completion of the General Assembly. Normally, no changes in Rules of Procedure shall be implemented within six months of the following General Assembly.