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| **Action** | **Purpose** | **What You Say** |
| Point of Order | Pointing out the Dias’ mistake  | Honorable Chair, Point of Order <insert their mistake here>. |
| Suspension of the Meeting | Going into informal session to caucus, talk, or write.  | Honorable Chair and Fellow Delegates, the UK/Portugal motion/requests/moves for a suspension of the meeting for the purpose of completing working papers/caucusing/continuing discussion on this topic for \_\_\_\_\_\_\_minutes.  |
| Closure of Debate  | Move directly into voting procedure | Honorable Chair and fellow delegates, the UK motions for closure of debate on this topic.  |
| Role Call Vote  | Each country is called by name to state their vote, so you can make sure countries are holding up their bargains | Honorable Chair and fellow delegates, Portugal motions for a roll call vote.  |
| Set the Speakers Time  | Adjust time for speeches, requires 2 speakers for and against | Honorable Chair and Fellow Delegates, Portugal moves to set the speakers time at \_\_\_\_\_\_\_\_ seconds. |
| Close the Speakers List  | It will not let any more names be added to the list, and committee will move to voting after current list is exhausted | Honorable Chair and fellow delegates, Portugal moves to close the Speakers List. |
| Adoption of the Agenda  | To nominate a certain order of agenda | Honorable Chair and fellow delegates, the UK moves to set the agenda order at [1, 2, 3].  |
| Vote by Acclamation | If no one objects, the resolution automatically passes. Sneaky. | Honorable Chair and fellow delegates, Portugal moves to adopt this draft resolution by acclamation.  |
| \*Division of the Question  | trying to highlight something as important, or trying to get that part taken out like a line item veto | Honorable Chair and fellow delegates, the UK motions to divide out Clause 6 .  |

\*Process for Division of the Question

can only be applied to operative clauses, not perambulatory clauses

1. Make the motion citing the specific Clause.

2. First Vote: Will you divide out the Clause?

* + Pass: It is divided from the rest of the resolution. Move to Second Vote for Division of the Question.
	+ Fail: Resolution remains whole. Vote on entire Resolution.

3. Second Vote: Are you going to make this Clause its own resolution?

* + Pass: It is its own tiny resolution.
	+ Fail: It is stricken from the resolution. Vote on shortened resolution.

The Amendment Process:

This must happen before things go to voting procedures.

You want to rewrite a certain operative clause.

Requires 20% of the body as signatories.

1. Write the new clause on paper,
2. Send to dais a note saying: UK would like to amend operative clause #\_\_\_\_ in Resolution #\_\_\_\_\_ to read as follows: [insert your rewritten clause].

3. This is sent from the dias to the Resolution sponsors:

* + If they agree, it is FRIENDLY and is incorporated into the resolution.
	+ If they do not agree, it is UNFRIENDLY and goes to vote. Simple majority is required to pass an unfriendly amendment.