



IOC PROCEDURE

A. Opening Session

President: Winter Olympic athletes, please all rise.

On behalf of **Universidad La Salle Cancún** and the **Academy of English**, we welcome you to the first session of the Model United Nations “**LASALLECUNMUN2026.**” In this parliamentary committee representing the **Winter Olympic athletes**, we will discuss important issues related to the development, fairness, and future of winter sports.

Athletes, you may be seated.

(President’s speech)

I will now introduce the members of the chair. To my left is our **Moderator**.

Moderator: (Moderator’s speech)

President: To my right is our **Conference Officer**.

C.O: (Conference Officer’s speech)

C.O: I will now proceed with the roll call. When your athlete is called, please raise your placard and state “**present and voting,**” unless your athlete chooses not to vote, in which case please state “**present.**”

(Roll Call)

C.O: President, we have enough quorum.

President: Thank you. Since there is enough quorum, this parliamentary session of the **Winter Olympic Committee** is hereby declared open. (*President hits the gavel.*)

B. Open the Speaker's List

Moderator: Athletes, the chair recommends a motion to open the Speaker's List. The floor is open. Are there any points or motions on the floor?

Moderator: Yes, athlete _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To open the Speaker's List for a speaking time of **(1:30 minutes max.)**

Moderator: That is in order. Who seconds the motion?

Moderator: You are in order, athlete. Who seconds the motion?

(Athlete seconds the motion.)

Moderator: The athlete _____ has seconded the motion. Thank you, athlete.

Votes in favour *(athletes raise their placards)*, against *(athletes raise their placards)*, abstentions *(athletes raise their placards)*.

If the motion passes:

Moderator: Thank you, athletes. The motion clearly passes. The Speaker's List is now open.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

C. Speaker's List

Moderator: The athletes who wish to be added to the Speaker's List, please raise your placards.

(athletes raise their placards.)

Moderator: Thank you, athlete from _____. *(Every athlete who raises their placard.) It is important to know that the order in which the Speaker's List is set starts with the athlete who made the motion, followed by the athlete who seconded it, and then the athletes who raised their placards.*

At this point, the **Conference Officer** goes through the athletes to collect the **Position Papers**, if they were not delivered during registration.

Moderator: Any other athlete who wishes to be added to the Speaker's List, please send a **diplomatic note** to the chair.

athletes, the floor is open. Are there any points or motions on the floor?

If there are points or motions

Moderator: Yes, athlete _____?

Athlete: Point or motion. *(The athlete may raise their placard.)*

Moderator: Establish.

Athlete: To _____.

Moderator: Yes, athlete, you are in order. *(Simple voting process.)*

/ Sorry, athlete, you are not in order.

If there are no points or motions

Moderator: Since there are none, the athlete _____ has the right to speak for **(time)**.

(The moderator waits for the athlete who comes to the front.)

Moderator: Athlete, when you have **10 seconds left**, you will hear this sound *(gavel sound)*, and when your time comes to an end, you will hear this other sound *(gavel sound twice)*.

(Once the athlete has finished.)

Moderator: You have ___ **seconds** left. What would you like to do with your remaining time?

The athlete has **two options**:

- Yield the time to the **chair**
- Yield the time to **another winter Olympic athlete**

1. Yielding time to the chair

Moderator: Thank you, winter Olympic athlete. You may be seated.

2. Yielding time to another winter Olympic athlete

Athlete: I yield my time to the winter Olympic athlete of _____.

Moderator: athlete of _____, do you accept the time?

(The athlete to whom the time is offered may accept it, in which case it will be used immediately, or reject it, continuing with the normal process of yielding the time to the chair. If the athlete rejects the time, the athlete who yielded the time will receive a direct warning.)

This procedure is repeated as many times as winter Olympic athletes remain on the Speaker's List, unless any other point or motion is requested.

E. Opening an Extraordinary Session of Questions

In case an **athlete A** wants to ask questions about the position of **athlete B** during the Speaker's List.

Moderator: Athletes, the floor is open. Are there any points or motions?

Athlete A: Motion of procedure.

Moderator: Establish.

Athlete A: To open an extraordinary session of questions.

Moderator: How many questions, athlete?

Athlete A: *(Number of questions, minimum of 2 questions.)*

Moderator: athlete of _____, do you accept the questions?

Athlete B: Yes / No.

Moderator: Yes, athlete, you are in order. *(Simple voting process.)*

/ Sorry, athlete, the motion is not in order.

If the question or issue was not resolved:

Athlete: Follow-up.

Moderator: *(If in order)* Please establish.

(If the Chair decides, or if this point has already been used in the extraordinary session of questions by another athlete, the motion will not be in order.)

F. Simple Voting Process

Moderator: W athletes, the floor is open. Are there any points or motions on the floor?

Moderator: Yes, athlete of _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To _____.

Moderator: Yes, athlete, you are in order. Who seconds the motion?

Moderator: Thank you, athlete of _____.

Moderator: Votes in Favor? *(Athletes raise their placards.)*

Moderator: Votes against? *(Athletes raise their placards.)*

Moderator: Abstentions? *(Athletes raise their placards.)*

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

G. Opening a Moderated Caucus

Moderator: Athletes, the floor is open. Are there any points or motions on the floor?

Moderator: Yes, athlete of _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To open a Moderated Caucus.

Moderator: For how long?

Athlete: For _____ minutes.

(The time is always revised and determined by the chair.)

Moderator: Yes, athlete, you are in order. *(Simple voting process.)*

/ Sorry, athlete, you are not in order.

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

H. Moderated Caucus

Moderator: athletes, we are now in a Moderated Caucus for the time of _____ minutes.

(The first athlete to speak is always the athlete who requested the caucus. The second speaker is the athlete who seconded the motion. After this athlete has finished speaking, the moderator will give the floor to athletes who raise their placards.)

During the **Moderated Caucus**, the athletes discuss the topic while remaining in their seats. The moderator gives the floor to athletes who have raised their placards.

When the time is over:

Moderator: Athletes, the time for the Moderated Caucus has expired. The chair recommends a motion to extend the time of the Moderated Caucus. The floor is open. Are there any points or motions on the floor?

I. Opening a Simple Caucus

Moderator: Athletes, the floor is open. Are there any points or motions on the floor?

Moderator: Yes, athlete of _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To open a Simple Caucus.

Moderator: For how long?

Athlete: For _____ minutes.

(The time is always revised and determined by the chair.)

Moderator: Yes, athlete, you are in order *(simple voting process)*

/ Sorry, athlete, you are not in order.

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

J. Simple Caucus (Non-Moderated Debate)

During the **Simple Caucus**, athletes are free to stand up (*but not leave the room*) and speak or negotiate with other athletes. No intervention from the moderator is needed.

When the time is over:

Moderator: Athletes, the time for the Simple Caucus has expired. Please take your seats. The chair recommends a motion to extend the time of the Simple Caucus. The floor is open. Are there any points or motions on the floor?

K. Extending the Time of the Moderated / Simple Caucus

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To extend the time of the Moderated / Simple Caucus.

Moderator: For how long?

Athlete: For _____ minutes.

(Even though the athlete may choose the length of the extension, it must always be shorter than the original time of the Moderated / Simple Caucus.)

Moderator: Yes, athlete, you are in order. *(Simple voting process.)*

/ Sorry, athlete, you are not in order.

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

L. Introduction of the Working Papers

At this point, the committee must have at least one **Working Paper** written. These working papers must be sent to the **Chair** to be reviewed. If it (they) is (are) acceptable, it (they) will be signed by the **President**.

President: athletes, the Chair has received a possible Working Paper and has approved it. From now on, it should be referred to as **Working Paper Resolution A1/A2**.

Once the Chair has approved the working paper(s), **athletes MUST turn them into a possible draft resolution by giving it the appropriate format.**

M. Motion to Introduce the Draft Resolution

This can only happen once the possible draft resolution has been approved by the Chair, turning the paper into **Draft Resolution A1/A2**.

Moderator: Athletes, the floor is open. Are there any points or motions on the floor?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To introduce the Draft Resolution **A1/A2**.

Moderator: Yes, athlete, you are in order.

/ Sorry, athlete, you are not in order.

President: The Chair requests **three sponsors** of the Draft Resolution **A1/A2** to come to the front and read it.

(Sponsors read Draft Resolution A1/A2.)

President: athlete of _____ and athlete of _____, you proposed and seconded the motion. Do you want to introduce the Draft Resolution independently or with a third Winter Olympic athlete?

(The athlete responds, a maximum of three winter Olympic athletes can read it.)

President: Thank you, athlete. We will now proceed to read **Draft Resolution A1/A2**.

(Once they finish)

President: Please raise your placards if you want to ask any questions.

(The Moderator oversees the questioning process.)

If there are two draft resolutions, this procedure is repeated for both.

N. Opening the Voting Process

Moderator: Athletes, the floor is open. Are there any points or motions on the floor?

Moderator: Yes, athlete of _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To open the voting process.

Moderator: Yes, athlete, you are in order *(simple voting process)*

/ Sorry, athlete, you are not in order.

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

O. Voting Process

President: Athletes, we are going to start the voting process. I will now yield the floor to the **Secretary General** to explain and conduct the voting process.

Secretary: Thank you, Mr./Ms. President.

athletes, to choose the resolution, there will be **up to three rounds** of voting for **Draft Resolution A1/A2**.

During the **first two rounds**, winter Olympic athletes may establish their vote as:

- In favor
- Against
- In favour with right of explanation
- Against with the right of explanation

- Abstention
- Pass

In the **third round**, athletes may vote **in favour of or against only**.

If a winter Olympic athlete establishes their vote as **pass**, they will be asked at the end of that round to establish their vote again.

If an athlete votes **in favour or against with the right of explanation**, they will be asked **in alphabetical order** to come to the front and briefly explain their vote once the round has finished.

Sponsors of **Draft Resolution A1/A2 cannot vote against their own resolution**.

Finally, I remind you that the resolution must be approved by an **absolute majority (50% + 1)** of the committee.

Secretary: I will now proceed with the voting process. We will begin with the **first round for Draft Resolution A1/A2**.

Secretary: athlete of _____, how would you like to establish your vote?

(This procedure is repeated for every athlete.)

If a vote is **passed**, the athlete will be asked again at the end of the round.

If there are **rights of explanation**, they are delivered after all the votes of the round are completed.

Secretary: athlete from _____ *(first athlete in alphabetical order)*, please come to the front to give your explanation. Please be brief.

(Standard explanation time is about 1 minute and 30 seconds.)

After finishing:

Secretary: Thank you, athlete. You may be seated.

(This is repeated for each explanation.)

The **second round** follows the same procedure as the first.

Before the **third round**:

Secretary: I remind you that in the last round, you may vote **in Favor or against only**.

Once the third round is finished:

Secretary: athletes, with ___ votes in favour and ___ votes against, **Resolution A1/A2 clearly passes. Congratulations, athletes. We have a resolution.**

President: The Chair now recommends a motion to **close the debate**.

At this point, the **resolution created by the committee is sent to the Secretary General to be signed.**

P. Postponing the Session

When the estimated time of the session has expired, and the committee must leave, any **athlete** may motion to postpone the session in order to take a recess or continue the following day.

Moderator: Athletes, the floor is open. Are there any points or motions on the floor?

Moderator: Yes, athlete of _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To postpone the session.

Moderator: Yes, athlete, you are in order (*simple voting process*)
/ **Sorry, athlete, you are not in order.**

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.

Q. Closing the Session

This motion is used **only once** and is the **final motion of the Model**.

Moderator: Athletes, the floor is open. Are there any points or motions on the floor?

Moderator: Yes, winter Olympic athlete of _____?

Athlete: Motion of procedure.

Moderator: Establish.

Athlete: To close the session.

Moderator: Yes, athlete, you are in order (*simple voting process*)

/ Sorry, athlete, you are not in order.

If the motion passes:

Moderator: The motion clearly passes.

If the motion does not pass:

Moderator: Sorry, athlete, the motion did not pass.