



# **SHISHUKUNJ MUN 2025 PROCEDURE FOR SIORT**

**GUIDE TO RULES OF PROCEDURE  
SENATORIAL INTELLIGENCE ORGANISATIONS  
REASSESSMENT TRIAL**

**Bureau:**

**Apurva Acharya: Chief Justice**

**Aashi Mehndiratta: Associate Justice**



## **INTRODUCTION**

In its tenth iteration, Shishukunj MUN brings to you the guide for the Rules of Procedure of the Senatorial Intelligence Organisations Reassessment Trial. Procedures for this committee is completely insubordinate to and different from the normal General Assembly (GA) and Economic & Social Council (ECOSOC) procedures. This committee is based on a time of crisis and cannot function on the same level of diplomacy in GA and ECOSOC but rather require spontaneity and urgency to resolve problems that can have great impacts.

Hence, this committee will work on much more direct and complex procedures, meaning it is more important to understand these procedures thoroughly since most delegates are not accustomed to them.

In a crisis committee, there isn't one fixed agenda. Meaning that the agendas continuously change as new crises are introduced to the committee. Hence, such a committee needs more focus on actions than parliamentary procedures.

These Procedures have been specially curated by taking the best from specialized procedures and a few new additions have also been made keeping the committee's legal point of view in mind.

All delegates are requested to read through this guide precisely and thoroughly to clearly understand how committees will flow and proceed.

For any doubts regarding the rules of procedure, feel free to contact the following.

**Aziz Matkawala, Under-Secretary General Specialised Agencies**

[aziz.matkawala.sjc1822@shishukunj.in](mailto:aziz.matkawala.sjc1822@shishukunj.in)

**Apurva Acharya, Chief Justice**

[apurva.acharya.sjc1710@shishukunj.in](mailto:apurva.acharya.sjc1710@shishukunj.in)

**Aashi Mehndiratta**

[aashi.mehndiratta.sjc6861@shishukunj.in](mailto:aashi.mehndiratta.sjc6861@shishukunj.in)



## GENERAL RULES

1. The Shishukunj Model United Nations Conference shall be presided over by the Shishukunj MUN **Secretariat**, (henceforth known as the Secretariat) headed by the **Secretary-General**. Committees shall be constituted by the Secretariat for the participation of the delegates.
2. The committee will be presided over by the **Bureau**, which shall be appointed by the Shishukunj MUN Secretariat. It will constitute **a Chief Justice and an Associate Justice**.
3. A delegate may only speak when the presiding official gives implicit, recognition, or express permission. This does not apply during unmoderated caucuses.
4. The official language of the MUN is English. All communication among delegates must happen in English only. All committee proceedings will take place in the official language only.
5. Any argument, solution, reply, clarification, and other content-related matters can only be presented by delegates through speeches or through notes.
6. **Notes or chits** can be passed by delegates to communicate with other delegates and the Bureau. All notes can be subject to inspection by the delegates of the logistics team, Bureau, and/or Secretariat. The presiding official can regulate and/or completely stop the passing of notes in the committee at his/her discretion.
7. **Motions** are indications to change the state of the committee. These are raised by delegates through their placards when asked for by the presiding official for any motions on the floor. If a raised motion is in order, it is moved to vote, where the presiding official calls for delegates for the motion to raise their placards, followed by delegates against. It is compulsory for delegates to vote, either for or against a motion. Only if the number of delegates who voted for the motion is greater than the number of those who voted against it, does the motion pass. The presiding official may pass or fail a certain motion at his/her discretion, notwithstanding the outcome of the vote on the motion.
8. **Points** can be raised by delegates for better facilitation of the committee. Note that these are not used to put forth one's ideas but for committee conduction. There are five points:
  - a. **Point of Personal Privilege:** These are raised to solve issues regarding the audibility of a speaker, permission to leave the committee, and for other personal concerns.
    - i. For audibility, delegates may raise their hands during a speech, interrupting it. For the other matters, indication of points of personal



privilege are up to the discretion of the presiding official, but it must never interrupt a speaker.

- b. **Point of Order:** These are used to point out a procedural deviation by the presiding official or a factual inaccuracy in the information presented to the committee by a delegate.
    - ii. These are indicated by a 'T' formed with the placard on top and a hand below.
  - c. **Point of Parliamentary Inquiry:** These are used to ask doubts and questions related to the procedure and flow of debate.
    - i. Parliamentary Inquiry can be raised only through notes or by approaching the bureau.
  - d. **Point of Information:** It is used to ask a question to a delegate. A verbal point of information (POI) can be raised when the delegate is speaking in a speaker's list has time remaining and it is yielded to questions. A POI can also be sent via a chit.
9. **Right to Reply:** A Delegate whose personal integrity has been impugned by another Delegate's comments may rise to a Right to Reply. The Bureau will recognize the Right of Reply at their discretion as well as decide on how to resolve the motion. This point may not interrupt a speaker but should be addressed the moment they have finished their speech. Should the Bureau rule the Right to Reply out of order, their decision cannot be appealed. No delegate may call for a Right to Reply on a Right to Reply. The Delegate that has been granted the Right to Reply, shall have one (1) minute to reply to an insult. **The Right to Reply can be suspended for a time period at the discretion of the Bureau**
10. **Crisis:** On the introduction of a crisis to the committee, all the previous work and procedures are suspended, and the committee enters a state of emergency debate. The emergency debate starts with a fresh Argument List. However, to hasten up the debate procedures, the floor may be open to motions for other forms of debate.
11. **Emergency Debate:** Emergency debate constitutes the introduction of the crisis, with the crisis being read out before the committee and all the points of information to the crisis update being addressed. The crisis is considered to be solved when the committee passes its directive. Often, a situation arises when a crisis is being dealt with and another crisis piles up. Following the emergency debate procedure, all work is stopped and the fresh crisis has to be solved first. If in case the fresh crisis is solved, the committee will automatically start dealing with the previous crisis, until all the crises are solved.
12. Committees will aim to solve crises and prepare **case documents** and have them agreed upon by the delegates of the committee in consensus.
13. **Crisis Notes:** Crisis notes are used by delegates to singlehandedly change the flow of a crisis committee. These are notes that can be sent by any delegate in his or her capacity and *do not need committee approval*. They are actions to be taken *unilaterally* and outside the committee.



Through crisis notes, a delegate can send orders that can be implemented under their power, and accomplish tasks that are under the ability of their portfolio. The crisis notes usually include things that you don't want the rest of the committee to know. Crisis notes essentially help you to carry out various actions outside the committee and can be used to your advantage and help your portfolio in the committee. They are frequently used in crisis committees by delegates for purposes like- the assassination of government leaders, negotiating with organizations, planning military operations, etc.

These notes can be sent to anyone outside the committee. They can address anyone and everyone, ranging from your secretary, President of the USA, to your aunt, your high school teacher, or a spy you just made up.

Since we work in real-time, we respond to your crisis notes as if we are the receiver. That means that if you send a note to your aunt, then it will be replied to as if by your aunt. Crisis notes can be efficiently exploited in carrying out actions that are outside your portfolio and/or the committee's mandate.

For example,

- a. you can carry out an assassination of a delegate in your committee by writing a crisis note that entails the details of how and when the assassination was carried out, and these can even be enacted suitably.
- b. you can make yourself the Prime Minister of India by means of a crisis note, explaining the situation and necessity, for example, by means of a well-crafted military coup.

The crisis staff, as a body outside the committee responds to them and decides whether they should be enacted as crises or not.

- 14. Legal Writs:** A writ is a formal, written order or command issued by a court or other authority to compel an individual, entity, or public official to perform or refrain from performing a specific action. Delegates will be able to write the following writs:

- a. **Writ of Subpoena** – compelling a person to appear in court as a witness or to provide evidence.
- b. **Freedom of Information Act Request** – Seeks access to hidden documents
- c. **Writ of Injunction** – Temporary halt to a fictional CIA operation introduced via crisis.
- d. **Writ of Coram Nobis** - The writ is used to correct errors or new information that were not apparent in the original court records and would have prevented the original judgment from being pronounced. These errors are typically fundamental, meaning they involve issues that affect the validity of the court's decision.

- 15. Evidence:** Evidence refers to any material, testimony, or document that is lawfully submitted to a court to help establish the truth or falsity of matters under consideration. It includes statements from witnesses, physical objects, written records, photographs, electronic data, and expert analyses, and must comply with legal standards of



admissibility, relevance, and authenticity. In U.S. courts, evidence is broadly categorised into:

- a. **Testimonial Evidence:** Oral statements made by witnesses under oath.
  - b. **Documentary Evidence:** Written or recorded materials, such as contracts, emails, reports.
  - c. **Physical (Real) Evidence:** Tangible objects presented for inspection (e.g., weapons, clothing).
  - d. **Demonstrative Evidence:** Materials used to illustrate testimony, like charts, maps, or models.
  - e. **Digital Evidence:** Electronic records, such as data from computers, phones, or surveillance.
16. **Witness:** Witness refers to any individual who is called upon in court to provide testimony, under oath or affirmation, regarding facts, events, or circumstances relevant to the case. A witness contributes firsthand knowledge, expert opinions, or corroborative information intended to establish the truth of matters in dispute.
  - a. **Oath or Affirmation:** Every witness must swear or affirm to tell the truth before providing testimony. This binds the witness under penalty of perjury. The following oath should be taken: 'I solemnly declare upon my honour and conscience that I will speak the truth, the whole truth and nothing but the truth'.
  - b. **Competency:** Witnesses must be legally competent, meaning they have the mental capacity, understanding, and ability to observe, recall, and communicate facts.
17. **Direct Examination:** Direct Examination is conducted by the delegate who has called the witness to the stand. Its primary aim is to:
  - a. Elicit truthful testimony that supports the delegate's case.
  - b. Establish facts favorable to the calling side.
  - c. Provide clear, detailed, and credible information to the court.
  - d. **Time Allocation:** Maximum of 3 minutes per Direct Examination, unless extended by special motion approved by the Chief Justice.
  - e. **Procedure to Initiate Direct Examination:** The delegate must raise the following motion: "The delegate of [Country/Position] moves to call [Witness Name] to the stand for direct examination.". Upon approval, the examination will begin under the jurisdiction of the Bureau (Chief Justice and Associate Justice).
18. **Cross-Examination:** Cross-examination is conducted by opposing delegates to:



- a. Test the credibility and reliability of the witness.
  - b. Expose inconsistencies or biases in testimony.
  - c. Challenge the facts established during direct examination.
  - d. **Limited to Matters Raised During Direct Examination:** Cross-examination questions must relate to facts or points brought up during direct examination. Delegates may not introduce entirely new topics.
  - e. **Time Allocation:** Maximum of 3 minutes per delegate for Cross-Examination.
  - f. **Procedure to Participate in Cross-Examination:** After the Direct Examination concludes, any opposing delegate may raise their placard to request time for cross-examination. Upon being recognised by the Bureau, the delegate proceeds with questioning.
19. **Objections:** An objection is a formal protest raised during an examination to challenge a question, testimony, or behaviour, claiming it violates the rules of evidence, relevance, or procedure. Objections ensure that only proper, credible, and relevant information is considered in the court proceedings.
20. **Types of Objections:**
- a. **Objection: Relevance**
    - i. **Definition:** This objection is raised when a question, statement, or evidence does not relate directly to the agenda of the committee or the case being discussed.
    - ii. **Purpose:** To ensure that all discussions, arguments, and evidence presented are strictly connected to the crimes of the CIA and do not deviate into unrelated matters.
    - iii. **Example Situations:**
      - a) When a delegate brings up unrelated geopolitical conflicts or personal opinions not tied to CIA operations.
      - b) When a witness is asked about topics that do not establish any fact relevant to the case.
    - iv. **Standard Ruling:**
      - a) "Objection sustained. The question is irrelevant to the matter at hand. Delegate, please redirect your question."



- b) Objection overruled. The question is permitted as it establishes necessary context."

**b. Objection: Hearsay**

- i. **Definition:** This objection is raised when a delegate presents second-hand information, quoting what someone else allegedly said outside the committee, without direct evidence or firsthand testimony.
- ii. **Purpose:** To prevent the introduction of unreliable or unverified claims, ensuring only direct, authentic evidence and testimony are accepted.
- iii. **Example Situations:**
  - a) When a delegate says, "Another country's report claimed that the CIA did this," without presenting the actual document.
  - b) When a witness testifies about what someone else told them, instead of what they know.
- iv. **Standard Ruling:**
  - a) "Objection sustained. Hearsay evidence is inadmissible. Delegate, please provide a credible source or withdraw the statement."
  - b) "Objection overruled. The statement falls under an exception and may be considered."

**c. Objection: Leading Question**

- i. **Definition:** This objection is raised when a delegate asks a question that suggests the answer, which is not allowed during direct examination.
- ii. **Purpose:** To ensure that during direct examination, witnesses provide their own accounts and are not guided or manipulated into giving a specific response.
- iii. **Example Situations:**
  - a) Asking, "Isn't it true that the CIA violated international law in 1970?" during direct examination.
  - b) Framing questions that corner the witness into simply agreeing or denying a statement.





**iv. Standard Ruling:**

- a) "Objection sustained. Leading questions are not permitted during direct examination. Delegate, please rephrase."
- b) "Objection overruled. The question is permitted under cross-examination rules."

**d. Objection: Speculation**

- i. **Definition:** This objection is raised when a witness or delegate is asked to guess or assume facts without having direct knowledge.
- ii. **Purpose:** To ensure that testimonies and statements are based on concrete facts and personal knowledge, not on assumptions or predictions.
- iii. **Example Situations:**
  - a) When a witness is asked, "Why do you think the CIA might have done this?"
  - b) When a delegate says, "I believe they probably planned this operation," without evidence.

**iv. Standard Ruling:**

- a) "Objection sustained. The witness is not allowed to speculate. Please confine the answer to facts."
- b) "Objection overruled. The question allows for a reasonable inference."

- 21.** To raise an objection, a delegate must immediately stand, hold their placard horizontally, and clearly state "Objection!"—the Chief Justice will then respond with either "Objection sustained" (accepted, the question stops) or "Objection overruled" (rejected, the question continues).



## COMMITTEE PROCEDURE

1. **Bureau Briefing:** The committee begins with an agenda briefing by the Bureau, where the agenda is explained in detail to all delegates present. The delegates can ask questions to the Bureau during this time, after the basic briefing.
2. **Roll Call:** The presiding official takes a roll call of all delegates, to identify the number of delegates present, and to set the quorum at the lowest whole number greater than or equal to one-fourth of the committee. As their names are called out, delegates say present if they are present.
3. **Motion to Open the Court in Session:** To begin with a formal court proceeding, the delegate must raise a motion to open the court in session. They must do so by saying, "The Delegate of \_\_\_\_\_ would like to raise a motion to open the court in session."
4. **Oath:** After the motion to open the court in session is passed by a majority, the committee proceeds into an oath-taking ceremony, where the delegates pledge the following: "I solemnly swear, upon my honor and conscience, that I shall speak the truth, the whole truth, and nothing but the truth and that I shall, to the best of my ability, protect the interests of this nation and faithfully serve its cause."
5. **Opening Statement:** After the oath-taking ceremony is completed, the floor is open for delegates to make Opening Statements. Opening Statements are brief speeches including the delegate's stance on the current situation. The time allocated for Opening Statements is 90 seconds. Delegates must raise a motion to establish opening statements by raising a motion to do so by saying, "The Delegate of ----- would like to raise a motion to establish the opening statements."
6. **Yields** may be used when a speaker is left with extra time in their speaker's list speech. There are three yields in SIORT. The yields are
  - a. **Yield to the Executive Board-** The delegates can yield the remaining time to the presiding official who shall continue proceedings of the committee.
  - b. **Yield to Another Delegate-** The remaining time will be given to another delegate, who will have to add their comments in the given time.
  - c. **Yield to Points of Information-** If the time left is greater than 5 seconds, then the presiding official shall ask for points of information on the speech given by the Delegate. The number of points of information is up to the discretion of the presiding official.
7. **Informal Debate:** After considerable time has been spent on the PSL, the presiding official may guide the committee in the way it can move forward. These would include forms of informal debate. The presiding official may ask for motions from the committee when one of the following can be raised.



- a.           **Arguments:** After a case is admitted, delegates may begin presenting arguments. Arguments are oral statements made by Delegates to defend their stance and convince the judges present in court. Arguments are usually made regarding the ongoing crises, and unlike the Opening statements, are made to address specific topics of ongoing discussion. Arguments can also be used to introduce evidence to the committee regarding the ongoing issues and/or briefly introduce a witness they wish to present in the committee. For a delegate to make an argument, they must be recognised by the Chief Justice or the Associate Justice. The time allotted for Arguments can range from 60 seconds to 120 seconds, at the discretion of the Chief Justice.
- b.           **Unmoderated Caucus:** These are informal sessions where the delegates are allowed to move around the committee room, lobby (persuade) with other delegates, form groups or blocs, and work on drafting of outcome documents. It can be raised as:  
“**Motion for an unmoderated caucus of total time \_\_\_\_ minutes (max. 15 min.).**”
- c.           **Extension:** These are motions raised to extend an elapsed caucus (whose total time has gotten over). An extension may be granted for a maximum of half of the total time of the original moderated caucus or a maximum of 10 minutes for the unmoderated caucus.

After a caucus elapses (and there is no extension), the committee generally moves back to formal debate. However, the presiding official may ask for new motions before any provisional speech. After several such sessions, the presiding official may ask the committee to move into an unmoderated caucus to draft outcome document(s).

8.           **Time Jumps:** Time Jumps can be introduced in a committee if the committee does not follow the natural clock and skips a few years or a few months to a point where a specific incident occurred.



## OUTCOME DOCUMENTS FOR THE COMMITTEE

1. **Committee Communiqué:** A communiqué sent from the committee can be written to anyone on behalf of the whole committee. It usually addresses another nation or an international organization. It is needed to be approved by the committee and subsequently by the crisis staff. For example, assume that the committee wishes to have a special question-answer session with the President of China to interrogate as to why the Chinese border with India has been militarized. In such a case, if approved by the crisis staff, a guest delegate acts as the President of China and comes to the committee to answer the questions it would like to ask.
2. **Press Release:** A press release is any release of information from the committee into the international media. It requires committee approval by consensus and can be presented through any news agency of the sponsor's choice. For example, if the committee is the cabinet of a particular country and it decides to declare and release the information that it is now a socialist economy and not a capitalist economy, this has to be done via a press release. These can be introduced and passed at any point of the committee, given that it has consensus.
3. **Press Conference:** A Press conference is held when during some crisis situations, the committee needs to put out a statement in the media where clarifications are made about the actions taken by the committee or to assert particular decisions that have been made that need to reach the public eyes. They can be made to defend the actions taken by the committee when it faces mass protest or to ensure the public about certain events and the committees' efforts to stabilize these situations. The committee can conduct a press conference by a simple majority vote on the following motion: **"Delegate\_\_\_\_\_ would like to raise a motion to convene a press conference in the committee"**, which can be raised by any delegate, and if the motion passes with a simple majority of half of the committees' strength, the Chief Justice would proceed to give the statements to press about the committees' work. **Note: The press releases can be conducted only once approved by the Chief Justice**
4. **Political Declaration:** A political declaration is a statement given by a prominent leader of a political party regarding its stance and policies pertaining to the given agenda. Unlike a press release, it is not made to the media, but instead to the committee, it is more comprehensive and detailed as well. To make a declaration, a formal procedure is followed which is –
  - a. **Drafting-** includes discussions and negotiations;
  - b. **Announcement-** by press conference;
  - c. **Distribution-** is formulated throughout the relevant organizations;
  - d. **Follow-up** if needed, via crisis notes, can be made;
5. **Case Document:** After the legal procedure for the crisis is over, each bloc will have to draft a Case Document wherein the following has to be included:
  - a. Summary of the hearing according to the bloc's perspective
  - b. Legal analysis of the entire hearing
  - c. Plan of Action and Conclusion



- d. While there is no official format for the same, it should have a suitable heading and subheading comprising the summary, legal analysis, plan of action and conclusion

**e. Reading and Voting Procedure**

**i. Presenting the Case Document**

- a) Motion to Present the Case Document: After completion of drafting the Case Document, delegates shall raise a motion to present the Case Document. The delegate shall do so by saying, “The delegate of [XYZ] would like to raise a motion to present the case documents to the committee.”
- b) The Bureau will announce that the document will be presented to the committee. Once the motion passes, the document will be presented to the committee by the Bureau.

**ii. Reading of the Case Document**

- a) Once the case document is presented, it will be read aloud, line by line, by the Bureau to ensure all delegates understand the content.
- b) **Procedure:** The Bureau will read the document aloud in its entirety, with each line being read slowly and clearly for comprehension. Delegates must pay close attention to every line of the document as it is read aloud.

**iii. Intervention Round**

- a) After the document is read aloud, the floor will be open for questions, clarifications, and interventions.
- b) **Types of Points Allowed:**
  - a. Point of Information (POI)
  - b. Right to Reply (RTR)
  - c. Point of Order (POO)

**v. Voting on the Case Document**

- a) Once the reading and clarification have been concluded, the case document will proceed to the voting stage. The delegates will be asked to vote on the acceptance or rejection of the case document.



- b) Motion to Proceed with Voting: The delegate of [XYZ] would like to raise a motion to proceed with voting on the case document titled [Insert Case Title].
  - c) Once the motion is raised and approved, the Bureau will announce that the vote is about to take place.
  - d) **Voting Process:** In a roll-call vote, each delegate shall vote “yea” or “nay” as his or her name is called by the Dias. A simple majority (50% + 1) is required to pass a case document. In the case of a tie, the Chief Justice or the Associate Justice may cast the tie-breaking vote. The Bureau will announce the results of the voting once all votes are counted.
- vi. **Signing of the Document:** After the final verdict is announced, the Chief Justice, the Associate Justice, and all delegates and important personalities shall be asked to sign the document, officially acknowledging the results of the case. Kindly note, this will only happen in the final court hearing.