



FIRST SUMMIT OF THE AMERICAS MODEL (SMOAS) MODUS OPERANDI

The Summit Model will be held from June 1-3, 2022, prior to the IX Summit of the Americas, in virtual format.

Prior to the Model, students will learn about the assigned country and its position on the Agenda of Topics. Students will read and discuss the Draft Summit Political Commitments during class and prepare for the Model guided by the faculty advisor responsible for the delegation.

During the Model, delegates will simulate the Summit process. On the initial days of the Model the Meeting of the Summit Implementation Review Group (SIRG) will be held, in which National Coordinators/Head delegates will give their General Statements (speech) in the plenary. Distribution in the 5 thematic working groups will follow in which students will brainstorm and draft proposals on strengthening the Summit Political Commitments. Presentations by OAS experts will take place in each working group on the thematic area. After the proposals have been drafted, they will be presented and debated in the Plenary Session of the SIRG on the last day of the Model. The Plenary Session of the IX Summit of the Americas will be held afterwards in which the proposals that have been approved will be mentioned, and Head of Delegations will offer remarks.

It is critical for a successful Model that all delegates have a thorough understanding of all MOAS documents, including the Modus operandi.

Delegations:

Delegations will be made up of 2 delegates (students) and a faculty advisor (professor). The professor in charge of the delegation will choose the Head Delegate/National Coordinator, and an Alternate.

The country will be assigned once the delegation has met all registration . requirements.

Authorities and Support staff:

Authorities: 1 Chair and 1 Vice Chair

Support staff: Summit Secretariat, 5 working group leaders, 5 working group secretaries.

Quorum:

Quorum is reached when the majority of the registered delegations representing the countries participating in the Summit Process are present at any of the sessions of the SMOAS. For a vote to be taken, the presence of two-thirds (2/3) of the registered delegations is required in any of the SMOAS sessions. If one or more delegations must leave prior to the conclusion of the SMOAS, the number of attendees must be adjusted when considering quorum. Plenary sessions of the SMOAS require full participation of delegations, which should not leave prior to the Closing Ceremony.

Agenda of topics:

The topics to be discussed at the Model are the same topics that Heads of State will discuss at the IX Summit of the Americas to be held in June, in Los Angeles:

1. Health and Resilience in the Americas
2. Our Green Future
3. Accelerating the Transition to Clean Energy
4. Digital Transformation
5. Democratic Governance

Delegates must be familiar with the IX Summit Draft Political Commitments, which have been posted on the Model Website to serve as a basis for the students to create new commitments. Delegations will be assigned one topic. After research on the assigned country has been conducted, delegates should develop one new commitment for their assigned topic. The commitment could be a different commitment or a strengthening of an existing commitment. This work should be completed before the Model by the Head and Alternate delegate with the assistance of their faculty.

Working Groups:

Delegates will be distributed by the MOAS Team (once the country is assigned) into 5 working groups:

Working group 1:

Health and Resilience in the Americas

Working group 2:

Our Green Future

Working group 3:

Accelerating the Transition to Clean Energy

Working group 4:

Digital Transformation

Working group 5:

Democratic Governance

The five working Groups will be assigned to a breakout room during the Model. The Summit Secretariat will announce the members of each of the groups. Students will meet with delegates from their respective group the second day of the Model to discuss the assigned topic and draft a proposal on strengthening a specific Summit Commitment. Members of a working group must work on a joint proposal. The countries that belong to a working group must be listed on the proposal in alphabetical order and must vote in favor of the proposal.

Head delegates and alternate delegates will work on the same topic.

Prior to the Model, and with the assistance of faculty, Head and Alternate Delegates will work on a proposal for one commitment to present to the Working Group at the Model, as described in the Topics section above.

Working group sessions will be conducted by a working group leader following specific procedures. The MOAS Unit will help identify a working group leader for each group. The Leader will have specific functions and responsibilities.

Training sessions will be provided to the Summit Chair, Vice Chair and working group leaders.

Refer to the Working Group Flowchart on the last page of this document for more details on working group procedure.

Working Group Leaders:

The Working Group Leaders will be responsible for conducting the virtual sessions within their respective working group at the Model. They will be selected prior to the Model based on experience and participation of the university in previous Models.

Responsibilities:

- a. Start the working group session.
- b. Take roll of the delegates participating in the working group.
- c. Introduce the OAS expert/speaker.
- d. Moderate the Q&A session with the OAS expert/speaker.
- e. Ensure that every delegate in their working group participates in drafting the proposals and uses the draft proposal template.
- f. Moderate the discussion.
- g. Oversee the selection of a secretary who will have the responsibility of taking notes and typing the draft resolution proposal in Word format.
- h. Ensure that the proposal is in Word Format and is sent to the MOAS Coordination Team: moas@oas.org after the last working group session.
- i. Present the proposal at the plenary (See schedule)

Draft proposal procedure:

- a. Delegates from each of the working groups will draft one proposal on the assigned topic. This document must include all the proposals discussed and agreed upon by the delegates, and must have a title, and between 4 and 6 commitments (no longer than one page).
- b. The draft proposal will be typed by the Secretary, read and discussed as a whole for its approval at the working group level. The **“Draft Political Commitments for the IX Summit of the Americas”, the proposal template** and the **“Draft Proposal and working group procedure,”** provided by the MOAS Coordination as part of the preparation documents, are key for this process.
- c. The draft proposals issued by each of the Working Groups will be presented to the OAS expert/specialist (if applicable), before being sent to the MOAS Team.
- d. Once the recommendations and/or changes suggested by the OAS expert/specialist have been incorporated, **the draft proposals must be forwarded by the Working Group Leader to the MOAS Team (moas@oas.org).**

e. Each Working Group leader will present the proposal drafted in his/her working group to all the delegates on Friday morning. A debate of the proposals will follow. Any delegate from the working group can answer questions during the debate of its proposal.

Debate of proposals in the Plenary:

On Friday morning, the five draft proposals presented by the working group leaders will be debated. This process will be carried out by the Chair following the “Instructions for Debate”, as follow:

The five draft proposals will be shared on the screen by the Secretariat.

The debate of each proposal is conducted as follows:

- a. The Secretariat reads the proposal’s title, the countries presenting it, and the commitments. (*The Secretariat will share the screen, open the draft proposals in Word and make any amendments*).
- b. The working group leader presenting the proposal offers a speech to introduce it. The working group leader will have three (3) minutes to offer a speech to introduce the proposal.
- c. The Chair opens the floor for the intervention of the delegates, who can ask questions, offer comments (either for or against the proposal), or propose amendments. (If time is limited, only three (3) questions and four (4) comments will be allowed, two for and two against the resolution, if that’s the case. Only three (3) amendments will be allowed).
- d. The Secretariat drafts a speakers list of the delegations that requested the floor.
- e. The Chair calls and gives the floor to the speakers as they appear on the List. However, in order to provide continuity to the debate, the Chair may alter the order of the speakers in the list to finish the discussion on a given commitment. Once that discussion is finished, the floor is given to the next speaker.
- f. When applicable, the Chair calls for a vote on the proposed amendments.
- g. The Chair calls for a vote on the proposal being debated (as amended or as originally presented).
- h. The Chair announces the result of the vote, which determines whether the proposal passes or is rejected.

Only one delegate from a country can debate a point at a time. If the head delegate wishes to let an alternate delegate speak, he must announce it to the Chair and yield the floor accordingly. The delegates must present a congruent position during their interventions. Only the Head Delegate may vote to approve or reject a proposal, unless he/she informs the Chair of a delegation of authority in favor of the Alternate Delegate.

Questions and Speakers List:

All questions, answers, comments and arguments must be conducted through the Chair. There is no limit on the number of delegates to be included in the Speakers List for questions or comments on a draft resolution being discussed.

Amendments:

If a delegate wishes to propose an amendment to a proposal he/she must be on the speakers list to present a motion to amend it. A motion for amendment is acceptable only when it adds, eliminates or changes part of a draft commitment; if the motion seeks to totally replace the original proposal or is not directly related to the point made in the resolution, it is not considered to be an amendment and cannot be accepted. The Chair will decide on this matter.

Amendments must be sent via Chat to the Secretariat who will inform the Chair and proceed to read the amendment.

Points of Order:

During the discussion of a topic, any delegate may raise a point of order to immediately address a procedural error. A point of order does not apply to a matter of substance during a debate. The Chair must urgently act upon points of order. If any delegate appeals a point of order, this motion needs to be seconded in order to go to a vote. The vote of the majority will approve the motion as appealed.

Voting Procedure:

Each country delegation has the right to one vote.

Delegates must be encouraged by the Chair to reach consensus through negotiation and compromise. If this is not possible a vote will be taken.

A Head Delegate may delegate the authority to vote in favor of the Alternate Delegate, as long as it is made public to the Chair and other delegates, before the vote has been called upon.

Majority means the vote of half of the delegations present at the moment of voting plus one (as a minimum).

When calling for a vote on a motion or proposal, the Chair will ask ***“if any delegation objects”*** to the issue being debated. If no delegation raises its hand, then the motion or resolution will pass by **consensus**. If even one delegation raises its hand, the Chair must proceed to call for a vote.

During the vote, the Chair will ask for “those in favor,” “those opposed,” and “if there are any abstentions.”

Roll call vote:

Any delegation may present a motion for a roll call vote, which will be automatically granted, using the established order of precedence. When named in a roll call vote a delegate will answer “yes,” “no,” or “abstain.”

No representative may interrupt the voting, except for a point of order relating to the manner in which the voting is conducted. The voting is final when the President or Chair announces the results.

Voting on draft proposals:

Once the debate is closed, the draft proposal being considered, along with any approved amendments, are put to a vote immediately. The draft proposals are debated and voted upon in the order in which they are presented. A majority vote is required to approve the draft proposals.

Voting on Amendments:

A proposal for amendment must be submitted in writing via chat to the Summit Secretariat and will be debated and voted before a vote is taken on the proposal that it is intended to modify. A majority vote is required to approve draft amendments.

WORKING GROUP PROCEDURE (WG)



Working group

