


Official Protocol CENMUN 2025

Instituto Cenca S.C.

INDEX



Model	3
Secretariat and Chairs	4
Delegate Requirements	5
Official Position Paper	6
Debate	8
Rights	12
Diplomatic notes	13
Resolution	13
Operative Clauses	14
Preambulatory Phrases	15

“Education is the engine of progress, and progress depends on our ability to dream, learn, and act.” – John F. Kennedy

Delegates,

Welcome to the 11th edition of the Model United Nations of Instituto Cenca, CENMUN 2025.

While the art of debate is what brings us together at this event, it is your commitment towards change that truly holds the power to transform this place. Every stance you defend and every decision you make here is not just an expression of your vision but an opportunity to impact the future we build together. I invite you to use this model to unleash your creativity, determination, and that inner spark that drives you to fight for a more just, equal, and empathetic world.

In this model, you will not only improve skills like critical thinking, conflict resolution, and teamwork, but also discover something even deeper: your ability to be agents of change. You are the generation with the power to raise your voice for those who have none, to challenge injustice, and to build bridges where others see barriers.

Remember that throughout history, great movements were born from a single voice. It is the courage to imagine and act that unites people, overcomes obstacles, and changes the world. I invite you to be that voice. To not fear challenges but to face them with determination and bravery. To dream, for every great change begins with a dream.

This model represents an invaluable opportunity to learn, be inspired, and grow. Make the most of this space to become the leaders the future needs. Be bold, creative, passionate, and never stop believing that, through your efforts, a better world is possible.

On behalf of the Secretariat and I, we wish you the best of luck.

Angélica Odette García Cabañas. Protocol Secretary of CENMUN 2025

Model

Article 1 This protocol is of interest and mandatory observance for each of the participating delegates of this United Nations model, held in the facilities of this institution "INSTITUTO CENCA SC", the model that in turn is called, as well as recognized as "CENMUN ", so that in the numbers subsequent to this document, as well as in the writings that the participants of this model make, the name "CENMUN" will be used to refer to this model.

Article 2 CENMUN is a simulation of the plenary sessions of the United Nations Organization, as well as other intergovernmental organizations. Our goal is for participants to explore, analyze and debate war, cultural, social, environmental, scientific, humanitarian or economic issues that are present in the international agenda.

Article 3 This model is a simulation of the committees of the United Nations Organization and other intergovernmental organizations allied to it, where the participants assume the role of diplomats and debate to reach a resolution sheet capable of solving the problems they are discussing.

Article 4 This protocol was approved by the CENMUN's 2025 Secretariat and all participants must adhere to it. No other rule of procedure will apply. The Secretariat will watch over this protocol, which it will comply with and enforce. It will impose the corresponding disciplinary measures in the case of non-compliance with the rules of behavior.

Article 5 During the model, indistinctly, the appropriate denomination will be "Member State", "Representation" or "Delegation" according to the committee in which they participate. The members of the same will be called indistinctly "Delegates" or "Representatives".

Article 6 The official languages of CENMUN 2025 will be Spanish and English.

Secretariat and Chairs

Article 7 The Secretariat will be the last instance of decision within CENMUN 2025. It will interpret this protocol and decide on matters that are not foreseen in it. The Secretariat will be made up of the team of people who organize and execute CENMUN 2025. It is made up of:

1. General Secretary
2. General Subsecretary
3. Academic Secretary
4. Protocol Secretary
5. Dissemination Secretary
6. Logistics Secretary

Article 8 In order to maintain the formality and professionalism of the procedures, all points must be referred to the authority of each committee, which in the first instance is the president.

Article 9 At any time, due to any situation related to the session, the Secretariat may be part of a forum, for which all members must stand up to maintain formality and an atmosphere of respect.

Article 10 General attributions of the Secretariat during the sessions:

- A) Moderate the different organs of the Model if deemed necessary.
- B) The Secretariat may at any time make oral or written statements to the different committees of CENMUN 2025.
- C) They may inform the different committee about the issues that are being dealt with in the other committee.

Article 11 The chair acts as the highest authority within a committee, the chair is made up of the following figures:

- A) **President:** the highest authority within each commit.

B) **Moderator:** the academic instance of the chair.

C) **Conference officer:** the administrative instance of the chair.

Delegate Requirements

Article 12 All participants and/or advisors are required to permanently carry their credential/badge in a visible place. If this is not the case, the delegate will receive a warning from the committee chair.

Article 13 Each of the participants of CENMUN 2025 is obliged to behave with diplomatic and respectful conduct towards their fellow delegates, members of the chairs, Secretariat, Organizing Committee and other participants inside and outside the sessions, otherwise the delegate will be entitled to a reprimand within his committee and a wake-up call from the secretariat.

Article 14 Delegates must respect the dress code:

- A) Participants of the male gender/orientation must wear a formal suit, shirt, tie and socks. Ties must be worn appropriately. Hair must be well combed, in case of long hair they must hold it with hair styling gel or other.
- B) Female participants must wear a formal suit, dress, skirt or pants with a blouse. Skirts and dresses are allowed only if their length is not less than 8 cm above the knee. The use of stockings is mandatory.
- C) They must wear formal shoes, in case of wearing heels it will be with a minimum height of 4 cm and a maximum of 8 cm.
- D) The use of boots or ankle boots, with or without platforms, is not permitted.
- E) Facial piercings are not allowed for participants of any gender identity.
- F) Accessories such as necklaces, earrings, and rings are permitted for participants identifying as female, provided they are discreet and do not display any symbols.
- G) Delegates will also be able to wear traditional clothing to the culture they represent, as long as it is formal.

H) **NOTE:** The use of miniskirts, blouses with an excessively low neckline, navels, tops, non-formal shoes, denim garments, caps, hats and piercings during the sessions are strictly prohibited.

Article 15 The schedules set by the Organizing Committee of the Model must be strictly respected. Except for modifications approved by the Organizing Committee.

Article 16 Smoking and drinking alcoholic beverages is strictly prohibited. The intake of food and/or drinks must be done outside the sessions, otherwise they will be awarded a warning. The only drink accepted is natural water, coffee or tea

Official Position Paper

Article 17 The official position paper is the document through which the delegations express their position regarding each of the topics that will be debated during the sessions of their respective committee. Said position must adhere to the foreign policy of the countries that are being represented. The presentation of this document is mandatory and its absence will be cause for a reprimand.

Article 18 The position paper should be considered as an aid for the delegate, as well as a tool to promote research about relevant information about their country and their topic.

Article 19 In case of committing plagiarism or writing the official position paper with untrue information, the delegate will be credited with a warning.

Article 20 The official position sheets must be sent to the corresponding mail of each committee and delivered no later than the end of the first session.

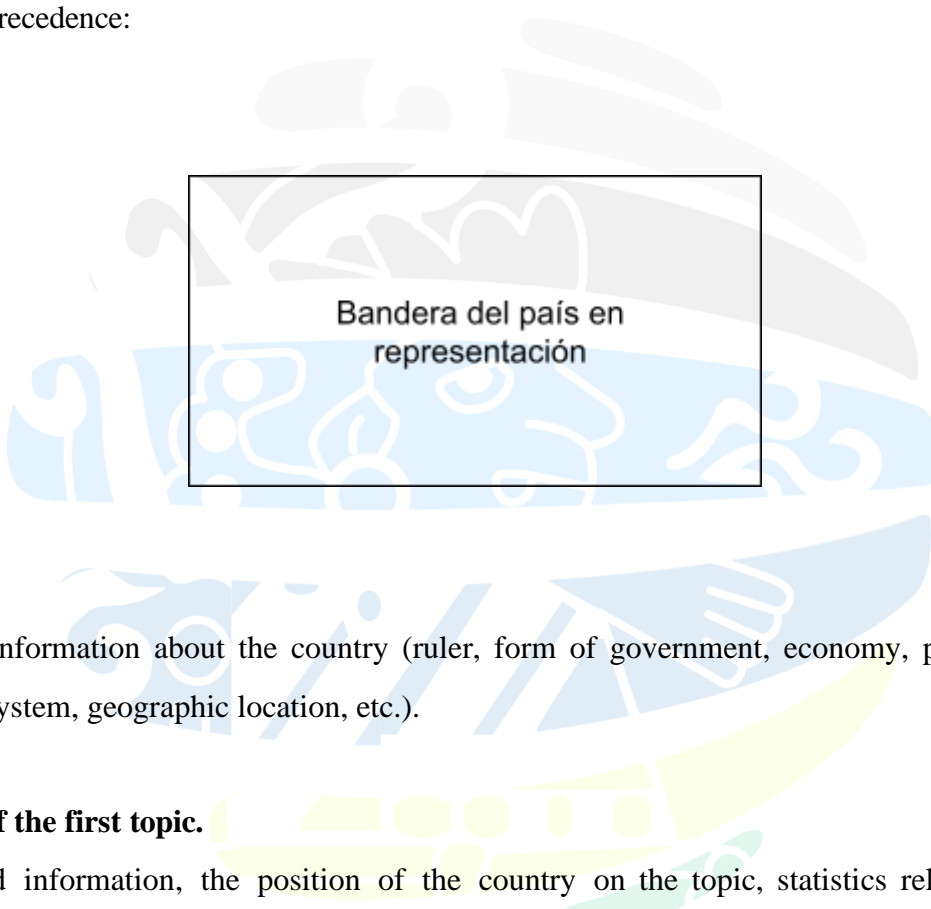
Shield of the country in representation Complete name of the country CENMUN logo

Committee:

Delegation:

Name of the delegate

School of precedence:



Bandera del país en
representación

Important information about the country (ruler, form of government, economy, population, economic system, geographic location, etc.).

A) Name of the first topic.

Background information, the position of the country on the topic, statistics related to the problem, recent situation, possible resolutions, and bibliographic references.

B) Name of the second topic.

Background information, the position of the country on the topic, statistics related to the problem, recent situation, possible resolutions, and bibliographic references.

Debate

Article 21 All delegates must comply with the due diplomacy throughout the debate. Likewise, all delegates must speak in the third person at all times and if not, they may be reprimanded.

Article 22 All delegates have the right to participate in the debate as long as the adequate procedures are followed. All interventions must be regulated by the moderator and the president of the committee.

Article 23 For intervention in the debate to be considered by the Chair and the committee, the delegate must raise his nameplate to be yielded to the floor.

Article 24 Direct communication between the different delegations during the formal sessions within the rooms of each body is prohibited, except when the debate is in a simple caucus. Messages may be delivered through a diplomatic note, as long as the chair allows it.

Article 25 The use of electronic devices in sessions is prohibited, except when approved by the board.

Article 26 Delegates will not leave the room if it is in formal session. In case of need, the delegate may withdraw previously requesting his departure to the chair, this by means of a diplomatic note.

Article 27 At the beginning of each session, an individual roll call must be carried out to each delegation of the committee, to which the representing delegate should respond with “Present and voting” in the given case of being a member country of the organism that is being represented by the committee. Otherwise, the delegate should respond with “Present”.

Article 28 Delegates must carry their placard at all times, particularly when they have the floor. With the exception of the simple caucus where the delegates will only need to wear their badge.

Article 29 There are two topic options per committee, which are previously announced by the Chair, and are fully invariable and definitive. Each committee should debate at least one of the topic options, determined by the described voting in the motion’s procedure. The remaining topic

is only debated once that an Official Resolution Paper of the first topic is reached. The Speaker's List is the base for the development of the debate and a space for the exposition of each delegation's point of view for a determined time. The Speaker's List consists of the order in which the delegations expose their arguments about a matter related to the debated topic. The introduction of the Speaker's List should be made at the beginning of any topic's debate and according to what the Motions to open The Speaker's List points out.

Article 30 When a delegate does not use the established time in its totality, he or she can yield it to different purposes; comments, questions, to the chair or another delegation.

Article 31 All motions and procedures that are submitted to voting as established by the aforementioned protocol can only be considered in order if they count with a simple majority consistent of 50% + 1, being the only voting options in favor, against, and abstentions.

Motions and Points

Article 32 All the motions and points mentioned in this protocol must be carried out as established, in case of not following the procedure properly, the delegate will be accredited to a warning.

Article 33 To make any motion, the delegate must raise his or her placard and another delegation must second it by doing the same action.

Article 34 "Motion to open the session": This is the motion established to start the debate, remembering that a procedural motion must first be requested. At the end of the request for the motion, a vote will be taken, it will be necessary to have a majority of votes to proceed.

Article 35 "Motion to open topic A/B": This motion can be established immediately after the beginning of the opening session, or, in any case, after the closing of either topic if the Chair deems it in order. The delegation that proposes the motion must specify which of the two topics is desired to be opened and will be considered as the first delegation to speak on the floor in favor of opening said topic; he who seconded the motion must also speak in favor of the topic,

this happens only in case the votes are equivalent to 50% in favor and 50% against. Subsequently, the vote will require a simple majority (50% + 1) to pass.

Article 36 “Motion to open a Speaker 's List”: This motion must be proposed at the beginning of a debate, and in case a second topic is opened, must be proposed again. The order of the Speaker’s List must be defined at the beginning of the debate once this motion has been voted upon. The first speaker is always the delegate who proposed the motion, followed by the delegate who seconded it, and, later, the Chair should be let known of any delegations that would like to be added to the list whether via a diplomatic note or by participating when the delegates are asked.

Article 37 “Motion to open a Moderated Caucus”: The Moderated Caucus is a freehand debate with no setlist of participants during which any delegation can participate immediately after he has been granted the word. The delegation proposes the motion has the right to make the first intervention during the caucus, however, the delegation that seconds the motion is not entitled to the same right unless the Chair grants it to the delegate as a courtesy. The Chair shall decide the following interventions according to the order in which the delegates raise their virtual hands until the previously established time is up.

The delegation that proposed this motion must set the time of the Caucus, or, in any case, leave it to the Chair’s judgment.

Article 38 “Motion to extend the time of the Moderate or Simple Caucus”: There can only be one extension per Caucus and no variations of this motion can be proposed immediately after the Caucus has concluded.

Article 39 “Motion to open a Simple Caucus”: The Simple Caucus is an unmoderated debate in which delegates are allowed to interact directly; however, all interactions must be carried out in the committee’s official working language and a formal manner.

Article 40 “Motion to open an extraordinary session of questions”: An extraordinary session of questions can be proposed whenever it is desired to interrogate a delegation about its position

or a statement that it has previously mentioned. The delegation that proposes the motion must specify the number of questions and to which delegate they are aimed.

The delegate that proposes the motion can only ask one question. In case the extraordinary session of questions is determined to be more than one question long, the delegation that proposed the motion must only ask the first question, leaving the second one to whoever seconded it. In case more than two questions are deemed in order, the Chair shall consult with the delegations in the room to establish the order in which they will ask the remaining questions.

Previous to the formulation of each question, a preamble may be established via a point of personal privilege. Preambles have the function of stating a context which may allow the delegation in question to further understand the upcoming interrogation. Preambles must be established shortly.

Article 41 “Motion to introduce a Possible Working Paper”: This motion can only be established once a Possible Working Paper counts with all the requirements to become an Official Working Paper as stipulated by the Chair throughout the writing process. This motion allows for the formal introduction of a series of proposals developed by a group of delegates or by the committee as a whole.

Article 42 “Motion to introduce a possible Resolution Paper”: This motion can only be established in presence of the Under-General-Secretary or the Secretary-General once a Possible Resolution Paper counts with the requirements to become an Official Resolution Paper as stipulated by the Chair throughout the writing procedure.

Article 43 “Motion to close the session”: This motion can only be established once the Chair has announced that it is in order. Through this motion, a session of the debate is considered over. Afterward, no motion, point, or right can be introduced until the opening of a new session.

Article 44 “Point of order”: This point can be established at any point in the debate, without the need of the Chair to open the floor. It can also be introduced during the speech of another delegation so long as it is of concern to it.

Article 45 “Point of personal privilege”: This motion allows the delegation that proposes it to ask the Chair for permission regarding the debate or a personal situation.

Article 46 “Point of Parliamentary Inquiry”: This point allows the delegate to ask a public question to the Chair, concerning the protocol, the development of the debate, or the ongoing session. This point can only be established whenever the floor is open.

Rights

Article 47 “Right of Amendment”: This right can be issued by any member of the committee, during the second round of voting on a possible Resolution Sheet, to present before the entire committee the reasons for which they vote in favor or against. It can be requested from the table immediately after casting your vote.

Functional article for Security Council only

Article 48 “Right to Veto” The five permanent members of the Security Council (the United States of America, the Russian Federation, the United Kingdom of Great Britain and Northern Ireland, the French Republic, and the People's Republic of China) may establish this right when the forum is open. The veto prohibits the participation of one of the non-permanent members in the session and cannot be considered out of order by the table, however it can only be applied once in the same session.

The delegate who establishes the right will have to come forward and explain his reasons for exercising it; the permanent members will vote for the application of the right. If approved, the vetoed delegation must leave the debate of the current session and re-enter until the next one; any delegation that leaves the session has the right to remain as an observer.

The right can also be used to veto a draft resolution at the time of voting on it, it does not need to be voted on, nor can it be considered impertinent by the Board. A vetoed draft resolution cannot be resubmitted until it has the pertinent modifications.

Diplomatic notes

Article 49 Diplomatic notes are the only method by which delegates can communicate with each other during a session.

Article 50 Diplomatic notes can also be aimed at the Chair to address personal issues

Article 51 All notes must be sent and approved by the Chair before proceeding to their respective addressee.

Resolution

Article 52 For a resolution to be approved by the Secretariat, it must have the votes in favor of at least two thirds of the delegates with the right to vote. The voting process for the resolution will have three rounds.

First Round:

- In favor
- Against
- Abstention

Second Round:

- In favor with a right to explanation
- Against with a right to explanation
- Abstention

Third Round:

- In favor
- Against

Article 53 Obtained a resolution, the debate may be closed to continue later or to open the next topic. If there is no other topic to discuss on the committee's agenda, the chair may propose another or close the committee's activities.

Operative Clauses

Article 54 Operative Clauses are used at the beginning of every resolution within the Resolution Paper on the debated topic. It must be written in italics and bold.

Accepts	Draws the attentions	Reaffirms
Affirms	Emphasizes	Recommends
Approves	Encourages	Regrets
Authorizes	Expresses its appreciation	Reminds
Calls	Expresses its hope	Requests
Calls upon	Further invites	Solemnly
Condemns	Further proclaims	affirms
Confirms	Further reminds	Strongly
Congratulates	Further recommends	condemns
Considers	Further requests	Supports
Declares accordingly	Further resolved	Takes note of
Deplores	Has resolved	Transmits
Designates	Notes	Trusts
Endorses	Proclaims	

Preambulatory Phrases

Article 52 Preambulatory Phrases are used at the beginning of every Resolution Paper in order to give context about the resolutions made for the topic. Preambulatory Phrases must be written in italics followed by a sentence that gives said context.

Affirming	Desiring	Noting with deep concern
Alarmed by	Emphasizing	Noting with satisfaction
Approving	Expecting	Nothing further
Bearing in mind	Expressing its appreciation	Observing
Believing	Fulfilling	Reaffirming
Confident	Fully aware	Realizing
Contemplating	Further deploring	Recalling
Convinced	Further recalling	Recognizing
Declaring	Guided by	Referring
Deeply concerned	Having adopted	Seeking
Deeply conscious	Having considered	Taking into consideration
Deeply convinced	Having examined	Taking note
Deeply disturbed	Having received	Viewing with appreciation
Deeply regretting	Keeping in mind	Welcoming