

# Official Protocol

# CENMUN 2026

Instituto Cenca S.C.

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*"Peace is not just the absence of conflict, but the presence of justice"*

– Nelson Mandela (1995)

Delegates,

Welcome to the twelfth edition of the Model United Nations at Instituto Cenca, CENMUN 2026.

For twelve editions, this model has been a space for training, dialogue, and youth leadership.

Each of you comes to this event with ideas, convictions, and a genuine desire to create change.

Although debate is our main tool, what truly defines this model is the passion and commitment to change that each delegate brings. Your interventions, negotiations, and decisions here represent much more than an academic exercise; they are an opportunity to build a more just, supportive, and humane world.

This is a space to imagine without limits and act with purpose and consistency. Here, you will not only learn about critical thinking, conflict resolution, or teamwork, but also discover the strength you have to be true agents of change. Each of you can raise your voice for those who cannot, build bridges where others see barriers, and challenge injustices with determination and respect.

Remember that history is full of moments when a single brave voice made a difference. Today, you have the opportunity to be that voice, to leave a mark in this model and in the way you perceive the world. Do not fear challenges, embrace them with creativity, passion, and the certainty that every effort, no matter how small, contributes to building a better future. May the

values of the United Nations, dialogue, cooperation, and the defense of human rights guide each of your actions.

CENMUN 2026 is not just an event; it is a space to learn, be inspired, and grow. I encourage you to participate with all your heart, to be authentic leaders, to dream boldly, and to act courageously. Be creative; be the voice the world needs to hear. We are honored to have you here representing the future generations of change.

On behalf of the Secretariat and the institutional community, I wish you an unforgettable and enriching experience.

**Angélica Odette García Cabañas**

Protocol Secretary of CENMUN 2026

## General Provisions

**Article 1** This Protocol is of public interest and mandatory observance for all delegates participating in this Model United Nations, held at the facilities of Instituto CENCA S.C. This Model is referred to and recognized as “CENMUN”, a term that shall be used throughout the following articles and in any official document produced by the participants to refer to this Model United Nations.

**Article 2** CENMUN is a simulation of the plenary session periods of the United Nations, as well as other intergovernmental organizations. Its purpose is to enable participants to explore, analyze, and debate military, cultural, social, environmental, scientific, humanitarian, and economic issues present on the international agenda.

**Article 3** This Model simulates the work of United Nations committees and other allied intergovernmental bodies, where participants assume the role of diplomats and engage in debate with the objective of drafting a Resolution capable of addressing the issues under discussion.

**Article 4** This Protocol was approved by the CENMUN 2026 Secretariat, and all participants are required to adhere strictly to its provisions. No additional procedural rules shall be applicable. The Secretariat shall oversee, enforce, and interpret this Protocol, and it will impose the corresponding disciplinary measures in cases of noncompliance.

**Article 5** During the Model, the appropriate designations shall be “Member State,” “Representation,” or “Delegation,” depending on the committee. Members of such entities shall be referred to interchangeably as “Delegates” or “Representatives.”

**Article 6** The official languages of CENMUN 2026 shall be Spanish and English. All interventions, documents, and official communications shall be made in either of these languages.

## Secretariat and Chairs

**Article 7** The Secretariat shall be the highest decision-making authority within CENMUN 2026. It shall interpret this Protocol and resolve any matter not expressly contemplated herein. The Secretariat is composed of the team responsible for organizing and executing CENMUN 2026, and shall include the following offices:

- General Secretariat: The highest authority of the Model. It oversees compliance with the Protocol, coordinates all Secretariat departments, and ensures the orderly and formal development of the event. It has the final say in any decision or dispute arising within the Model.
- Protocol Secretariat: Responsible for overseeing compliance with rules of conduct, attire, and diplomatic etiquette. It ensures that Chairs and delegates follow the regulations and maintains an atmosphere of respect, formality, and institutional order throughout all sessions.
- Academic Secretariat: Responsible for the academic content of the Model. It supervises debate topics, reviews position papers, summaries, and resolutions, and supports the Chairs in correctly applying the format and content of official documents.
- Dissemination Secretariat: Manages the communication and promotion of the Model. It oversees social media, accreditations, and official communications, disseminates relevant

information to the community, and documents the event through photography, video, or written media.

- Logistics Secretariat: Organizes the technical and material operations of the Model. It supervises rooms, resources, schedules, materials, attendance, and any operational needs during the sessions, ensuring the proper functioning of the event.

**Article 8** To maintain the formality and professionalism of the proceedings, all matters, questions, or interventions must be addressed to the authority of each committee, which, in the first instance, is the President.

**Article 9** At any moment, for matters related to the session, the Secretariat may enter or participate in a committee forum. Upon their entrance, all delegates shall stand as a sign of respect and to preserve a formal and respectful atmosphere.

**Article 10** The Secretariat shall have the following responsibilities during the sessions:

- A) To moderate any body of the Model whenever deemed necessary.
- B) To issue oral or written statements to any of the organs of CENMUN 2026 at any time.
- C) To inform committees about matters being discussed in other bodies of the Model.

**Article 11** The Chair serves as the highest authority within each committee. It is composed of the following officers:

- A) President: The highest authority within the committee; directs the session, grants the right to speak, maintains order, and ensures compliance with the Protocol.

- B) Moderator: The academic authority of the committee; regulates debate and ensures the relevance and format of interventions.
- C) Conference Officer: The administrative authority of the committee; manages lists, timing, diplomatic notes, and all operational aspects of the committee.

### **Delegate Requirements**

**Article 12** All participants and/or advisors are required to wear their identification badge at all times in a visible place. Failure to do so will result in the delegate receiving a warning from their committee's board.

**Article 13** Every participant of CENMUN 2026 must conduct themselves with diplomatic, respectful, and professional behavior toward fellow delegates, committee Chairs, the Secretariat, the Organizing Committee, teachers, faculties, and all other participants, both inside and outside the sessions. Failure to do so will result in a warning from the committee and a formal reprimand from the Secretariat.

**Article 14** Delegates must strictly adhere to the following dress code:

- A) Male participants, regardless of orientation, must wear a formal suit, dress shirt, tie, socks, and formal (non-casual) shoes. Ties must be worn properly. Hair must be neatly groomed; if long, it must be tied back using gel or another appropriate method.
- B) Female participants, regardless of orientation, must wear a business suit, formal dress, skirt, or trousers with a blouse and formal (non-casual) shoes, preferably in dark or

neutral colors. Skirts and dresses are allowed only if their length is no shorter than three fingers above the knee. Wearing tights is mandatory.

C) Formal shoes are required. If heels are worn, they must be between 4 cm and 8 cm in height.

D) The use of ankle boots or boots—whether with or without platforms—is not permitted.

E) Facial piercings are not allowed for any participant, regardless of gender or orientation.

F) Accessories such as necklaces, earrings, and rings are permitted for female participants, provided they are discreet and do not display symbols or signs.

G) Delegates may wear traditional attire representing the culture of the country they represent, provided it maintains formal standards.

Note: The use of miniskirts, low-cut blouses, crop tops, tops, non-formal shoes (such as sneakers, sandals, or ankle boots), denim garments, caps, hats, sunglasses, and any type of piercing is strictly prohibited during sessions.

**Article 15** Delegates must strictly adhere to the schedules established by the Organizing Committee, except in cases where changes are formally approved by the Committee.

**Article 16** Smoking and the consumption of alcoholic beverages are strictly prohibited during the Model. The intake of food and/or beverages must occur outside the sessions; otherwise, the

participant will receive a warning. The only beverages permitted inside the committee rooms are water, coffee, and tea.

## **Disciplinary Measures and Sanctions**

**Article 17** Any behavior that violates this Protocol or undermines the respect, safety, integrity, or formality of the Model shall be subject to disciplinary measures determined by the Secretariat and the Organizing Committee.

**Article 18** For delegates belonging to Instituto Cenca, the Institutional Regulations and the Compliance for Schools program shall apply, in accordance with Title Eight, “Disciplinary Measures,” of the Institutional Regulations. These provisions establish that, depending on the severity of the infraction, the following measures may be applied:

- Behavioral report or formal warning.
- Meeting with parents or guardians.
- Additional academic or training activities.
- Temporary suspension from Model activities.
- Permanent removal from the event in severe cases, as determined by the Council of Honor and Discipline.

**Article 19** For delegates not affiliated with Instituto Cenca, an incident report shall be prepared, signed by the committee President and a member of the Secretariat, and submitted to the faculty advisor responsible for the delegate.

**Note:** The purpose of this report is to formally document any infractions committed during the Model and to notify the delegate's home institution so that it may determine the appropriate sanctions. This ensures shared institutional responsibility between CENMUN and participating schools.

**Article 20** If any delegate, regardless of affiliation, poses a threat to the safety, integrity, or well-being of other participants, the Secretariat and the Organizing Committee reserve the right to deny admission or remove the delegate from the Model, in accordance with Chapter II of Title Five, "Compliance for Schools," and Article 32 of the Institutional Regulations.

### **Official Position Paper**

**Article 21** The Official Position Paper is the document through which each delegation expresses its stance on the topics that will be debated within its respective committee. This position must align with the foreign policy of the country or entity being represented. Submission of this document is mandatory, and failure to present it will result in a warning.

**Article 22** The Official Position Paper serves as a tool to assist the delegate in understanding the topic and encourages research on relevant information regarding their assigned country and issue. It provides the academic foundation for the delegate's participation during the debate.

**Article 23** Any instance of plagiarism, submission of false or misleading information, or the use of artificial intelligence to produce the Official Position Paper will result in a warning issued to the delegate.

**Article 24** Official Position Papers must be uploaded to the corresponding Drive folder for each committee and submitted in printed form no later than the end of the first session.

**Note:** Delegates must bring two physical copies of their Position Paper on the first day of debate. Failure to comply will result in a warning.

## **Debate**

**Article 25** All delegates must maintain proper diplomatic behavior throughout the debate. Delegates must speak in the third person at all times; failure to do so may result in a warning.

**Article 26** All delegates have the right to participate in the debate, provided that proper parliamentary procedure is followed. All interventions shall be regulated by the Moderator and granted by the President of the committee.

**Article 27** For an intervention to be recognized by the Chair and the committee, the delegate must raise their placard to be granted the floor.

**Article 28** Direct communication between delegations is prohibited during formal sessions, except when the committee is in a simple caucus. Written communication may occur through diplomatic notes, provided that the Chair authorizes it.

**Article 29** The use of electronic devices during sessions is prohibited, unless expressly authorized by the Chair for academic or operational purposes.

**Article 30** Delegates must not leave the room during a formal session. If necessary, a delegate may request permission to leave by submitting a diplomatic note or using a point of personal privilege.

**Article 31** At the beginning of each session, the Chair shall conduct roll call for each delegation.

Delegates must respond:

- “Present and voting” if representing a Member State of the body simulated by the committee.
- “Present” in all other cases.

**Article 32** Delegates must keep their placard visible at all times, particularly when requesting or exercising the right to speak.

**Article 33** Each committee must debate at least one of the two topics assigned. The second topic may only be opened once an official resolution has been reached and concluded for the first topic.

**Article 34** If a delegate does not use the entirety of their allotted speaking time, they may yield the remaining time for the following purposes:

- Comments
- Questions
- To the Chair
- To another delegation

**Article 35** All motions and procedural decisions submitted for a vote, as established by this Protocol, may only be considered in order if they receive a simple majority of 50% + 1.

The only voting options are:

- In favor
- Against
- Abstention

## **Motions and Points**

**Article 36** All motions and points referenced in this Protocol must be made exactly as established. Failure to follow the proper procedure will result in a warning for the delegate.

**Article 37** To introduce any motion, a delegate must raise their placard, and another delegation must second it by doing the same. Without a second, the motion is not in order.

**Article 38 “Motion to Open the Session”** This motion may only be made once roll call has been completed by the Chair. Its approval formally begins the debate session.

**Article 39 “Motion to Open Topic A or B”** This motion may be made immediately after opening the first session or following the closure of a topic, if deemed appropriate by the Chair. The delegation proposing the motion must specify whether it wishes to open Topic A or Topic B. If the preliminary vote results in a 50%–50% tie, the Chair will allow:

- Two delegations to speak in favor only
- Two delegations to speak against only

The final vote requires a simple majority (50% + 1) for the motion to pass.

**Article 40 “Motion to Open the Speakers’ List”** This motion must be proposed at the beginning of debate on a topic. If the committee later opens the second topic, the motion must be proposed again. Order of the Speakers’ List:

1. The delegate who proposed the motion
2. The delegate who seconded it
3. Delegates wishing to join the list, either when recognized by the Chair or through a diplomatic note

**Article 41 “Motion to Open a Moderated Caucus”** A moderated caucus may be proposed starting from the second session, after a reasonable number of delegates have spoken from the Speakers’ List, or whenever the Chair deems it appropriate. In a moderated caucus:

- Delegates speak by raising their placards; there is no Speakers’ List.
- The proposing delegation speaks first, followed by the delegation that seconded the motion.
- The Chair recognizes subsequent speakers based on the order in which they raise their placards.

The proposing delegation must set the caucus duration or delegate that decision to the Chair.

**Article 42 “Motion to Extend a Moderated or Simple Caucus”** Only one extension is allowed, and its duration must be shorter than the original caucus. Another extension may not be proposed immediately after the first extension ends.

**Article 43 “Motion to Open an Unmoderated Caucus”** An unmoderated caucus is an unstructured debate in which delegates may interact directly. All interactions must be conducted in the committee’s official language and maintain diplomatic formality. This motion is in order beginning from the fourth debate session.

**Article 44 “Motion to open an extraordinary session of questions”** An extraordinary questioning session may be requested when a delegation wishes to question another regarding statements made during the Speakers’ List.

- The proposing delegation must specify the number of questions and the delegation being questioned.
- The proposing delegation may ask only the first question.
- If more than one question is allowed:
  - The second question is asked by the delegation that seconded the motion.
- Only the proposing delegation may request one follow-up question, using a point of personal privilege.

Before each question, a short preamble may be made using a Point of Personal Privilege, strictly for context. The preamble must be brief.

**Article 45 “Motion to introduce a Possible Working Paper”** This motion may only be made once a Possible Working Paper meets all criteria established by the Chair to become an Official Working Paper.

The motion formally introduces proposals developed by a group of delegates or by the committee as a whole.

**Article 46 “Motion to introduce a possible Resolution Paper”** This motion may only be made in the presence of the General Secretariat, once a Possible Resolution Paper meets the criteria required by the Chair to become an Official Resolution Paper.

**Article 47 “Motion to make amendments”** This motion may be proposed by any delegate during the second round of voting on a Possible Resolution Paper. Amendments may address spelling, grammatical, or syntactical errors. Each amendment must undergo its own voting round (in favor, against, abstention) to be adopted.

**Article 48 “Motion to Close the Session”** This motion may only be made once the Chair declares it in order. Its approval formally closes the session, and no further motions or points may be proposed until the next session opens.

**Article 49 “Point of Order”** This point allows a delegate to call attention to improper use or non-application of the Protocol, provided the Chair has not already addressed the issue. It may be raised at any time, including during another delegate’s speech, as long as it pertains to that speech.

**Article 50 “Point of Personal Privilege”** This point allows a delegate to request the Chair’s assistance regarding personal discomfort or conditions affecting their ability to participate in debate (e.g., audibility, temperature, physical discomfort).

**Article 51 “Point of Parliamentary Inquiry”** This point allows a delegate to publicly ask the Chair a question regarding parliamentary procedure, the flow of debate, or any aspect of the current session.

### **Functional article for Security Council only**

**Article 52 “Right of Veto”** The five permanent members of the Security Council (China, France, the Russian Federation, the United Kingdom, and the United States of America) may exercise the Right of Veto when the floor is open. The veto:

- Cannot be ruled out of order by the Chair
- May only be applied once per session
- Requires the delegating P5 member to explain publicly the reasons for exercising it
- Must then be voted on by the other permanent members

If the veto is approved:

- The vetoed delegation must leave the debate for the remainder of the session
- They may return as of the next session
- Any delegation removed from session retains the right to remain as an observer

The veto may also be used to block a draft resolution during its voting procedure. In this case:

- It does not require a vote
- It may not be ruled impertinent

- A vetoed draft resolution may not be resubmitted until appropriate modifications are made

### **Diplomatic notes**

**Article 53** Diplomatic notes are the only authorized means through which delegates may communicate with one another during a formal session.

**Article 54** Diplomatic notes may also be addressed to the Chair, provided they follow the proper format and purpose.

**Article 55** All diplomatic notes must be submitted to the Chair of the corresponding committee, who will review and approve them before they are delivered to the intended recipient. The Chair reserves the right to deny any note deemed inappropriate, informal, or disruptive to the debate.

### **Resolution**

**Article 56** For a resolution to be approved by the Secretariat, it must obtain a vote in favor from at least two-thirds of the delegates with voting rights. The voting procedure for a resolution consists of three rounds:

#### First Round

- In favor
- Against
- Abstention

#### Second Round

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

### Third Round

- In favor
- Against

(No explanations or abstentions allowed in this round)

### Article 57

Once a resolution has been adopted, the committee may:

- Close debate on the topic and proceed to the next one, or
- If no further topic remains on the agenda, the Chair may propose a new topic or close the committee's activities.

### Operative Clauses

**Article 58** Operative clauses are used at the beginning of each operative sentence within a Resolution Paper. Each clause must be written in italics and bold, followed by the corresponding operative action. The approved operative clauses for CENMUN 2026 are:

|         |                    |            |
|---------|--------------------|------------|
| Accepts | Draws attention to | Reaffirms  |
| Affirms | Emphasizes         | Recommends |

|                      |                            |                   |
|----------------------|----------------------------|-------------------|
| Affirms              | Endorses                   | Notes             |
| Approves             | Encourages                 | Proclaims         |
| Authorizes           | Expresses its appreciation | Regrets           |
| Calls                | Expresses its hope         | Reminds           |
| Calls upon           | Further invites            | Requests          |
| Condemns             | Further proclaims          | Solemnly          |
| Confirms             | Further reminds            | Strongly condemns |
| Congratulates        | Further recommends         | Supports          |
| Considers            | Further requests           | Takes note of     |
| Declares accordingly | Further resolves           | Transmits         |
| Deplores             | Has resolved               | Trusted           |
| Designates           |                            |                   |

### Preambulatory Phrases

**Article 59** Preambulatory phrases are used at the beginning of a Resolution Paper to provide context, justification, and background for the actions proposed. These clauses must be written in *italics*, followed by a sentence explaining the context or reasoning. The approved preambulatory phrases for CENMUN 2026 are:

|                   |                             |                           |
|-------------------|-----------------------------|---------------------------|
| 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 deplored            | 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                 |