

**TWENTY-SECOND ANNUAL
INTERNATIONAL MODEL AFRICAN UNION**



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**HOWARD UNIVERSITY
WASHINGTON, D.C.**

DELEGATION HANDBOOK

**Twenty-Second Annual
International Model African Union**

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Your Excellencies, Heads of State and Government,
Honorable Ambassadors Extraordinary and Plenipotentiary,
Honorable Ministers:

Welcome to the International Model African Union. Over the next few weeks as a representative of one of the member states of the A.U. you will become a diplomat from an African country. You will take on the character of your chosen country and will adopt the role of its representative -- as the Head of State or Government, as its Ambassador, as its Minister. You will be that country at the annual gathering of the regional organization for the African continent.

The work of becoming an African diplomat takes place in the classroom of your university or college. In essence this is a seminar on diplomacy. Under the guidance of your faculty advisor you will begin intensive reading and discussion about the history, culture, economy, and politics of your country. You will internalize the many facets of this character and see the world through the eyes of the government of your country. At that point you will develop an understanding of the foreign policy of your country and be able to forcefully present its position.

Reaching the point where you are confident and comfortable as a diplomat or head of state from your country is only the first step. You must also become thoroughly conversant with the organization in which you will work, the Model A.U. Like all such organizations, and the real A.U., it is governed by a set of rules and procedures. All of your work in preparing the character of your country will come to nothing if you are unable to effectively participate in debate. You must learn the rules of procedure so that their use in meetings becomes second nature.

Your participation in the Model will provide the opportunity to put into practice your substantive and procedural knowledge. In so doing I expect you to live up to the highest standards of excellence in presenting this knowledge and in your behavior. If you have prepared well you will have no difficulty in living up to this expectation.

Representing the government of a country at the Model A.U. is a great responsibility. You must protect its national interests but must do so in a way that protects its dignity and good name. You are expected to comport yourself in a way that achieves these goals. You will use appropriate diplomatic language and extend diplomatic courtesies to your fellow diplomats as well as to the Officers of the Model and members of the Secretariat. It is part of the Model experience that you will behave with the decorum and courtesy to be expected in a meeting of representatives from sovereign states.

If you go through this seminar on diplomacy in these ways you will find it to be a uniquely rewarding experience. What you learn you will never forget. I do expect you to work very hard during your preparation and at the Model but I can assure you that it will be worth it.

Please accept my best wishes during this period of preparation. I look forward to meeting you in Washington for the Twenty-Second Annual International Model African Union.

Yours Sincerely,
Michael C. Nwanze, Ph.D.
Director

THE VERY FIRST THING YOU SHOULD DO IS READ THIS HANDBOOK!

ABOUT THIS HANDBOOK.....

This handbook contains resources you will need to prepare for and participate in the Model A.U. The handbook is a resource book. It is not a step-by-step guide and its use alone will neither prepare you for the Model nor will it ensure your success in participating in the Model. Your success at the Model mainly depends on how well you prepare to conduct yourself as a diplomat representing your country. As a resource, however, the handbook contains a number of documents that will assist you in this preparation. It contains the Rules of Procedure for the Model, the Schedule of Events on a day-by-day basis, and other information you will find useful.

The rules and guidelines contained in this handbook create a procedural framework within which the Model operates. This framework is like the superstructure of a building. It is indispensable but lifeless. What makes a building a part of society is the activity of the people who live and work in it. What makes the Model A.U. live is the activity of its delegations within the framework of its rules.

If in the course of your preparation you need further advice or information about the Model feel free to contact Dr. Michael Nwanze (mnwanze@howard.edu) at Howard University.

DELEGATION PREPARATION, ORGANIZATION AND RESPONSIBILITIES

Delegation Preparation

Know your country! The key to success in representing your country is to know it inside and out. You may wish to begin by getting a good general history of your country and having the delegation read it. A good working knowledge of the history of the country will be invaluable in developing the character of its government. You will then be in a position to research the contemporary economic, social, and political situation in your country. You need to know what makes your country tick and its government's plans, aspirations, and problems.

The history and character of your country is not something that will suddenly appear in your mind. You will, as individuals and as a delegation, have to **read, read, and read!**

Know your region and the continent! With a firm grasp on your own country you will be in a position to begin researching the regional and continental situation of your country. How does your country relate to major world powers? How does your country relate to other countries in the African continent? What positions does your country take on the regional, continental, and global issues of the day? How has it voted in the past on resolutions at the regional, continental, and global levels? What current issues would your country want to bring up at an A.U. meeting? What position would your country take on issues it would not initiate but on which it would vote?

A key website in researching these topics is that of the African Union itself (www.au.int). The AU website contains a lot of documentation on the Union and current work related to the agenda of the Model AU as well as links to member states. On the AU website you may also find a link to the “AU Handbook.” The Handbook is a joint project of the Government of New Zealand and the AU Commission. The Handbook contains a wealth of information about the AU and its work.

Divide up the work! Every delegate needs to have a firm grasp on the character of your country and its government regardless of the Committee or Council on which he or she sits. But each delegate needs to specialize by focusing their research on the agenda of their assigned committee. Having done so, each delegate can then present the results of that research to the rest of the delegation. In that way everyone will be familiar with the work of all the Committees and the Executive Council while the delegate responsible for that particular Committee or the Executive Council will have detailed information about its work.

You may wish to consider having the delegation create position papers and working papers. A position paper would develop the position of your country on a particular issue topic. It would therefore include a statement of the goals and aspirations of your country based on the principles upon which the country is founded. Each country, for example, would have a position regarding regional economic development and could create a position paper on that issue. A working paper would outline the process, the actions, leading to the realization of the goals dealt with in the position paper. A working paper therefore is oriented around the actions required to realize goals. For example, if the position of your country is that AIDS prevention programs should be implemented regionally in Africa, then a working paper would deal with the details of how to bring this about through, for example, creating AIDS prevention agencies within existing regional organizations like the SADC or ECOWAS. You might find it useful to have delegates on specific Committees develop position and working papers.

Whether or not you have a full set of position and working papers -- which are purely for the internal use of your delegation -- your country will have positions on the issues and actions confronting the A.U. So you will need to think in terms of issue oriented goals and the actions required to achieve those goals. That is the substance of the resolutions, communiqués and declarations considered by the formal organs of the A.U.

Delegation Organization

All delegations are members of the following organs of the Model AU:

1. Assembly of Heads of State and Government
2. Executive Council
3. Committee Peace and Security
4. Committee on Economic Matters
5. Committee on Social Matters
6. Committee on Democracy, Governance and Human Rights
7. Committee on Pan-Africanism and Continental Unity

Delegations are free to determine their own organization. The general guideline is that the delegation should be so organized as to accomplish the best representation for the country concerned. Delegations should have six members and no more than seven. Your country should be represented on each of the five Committees (Social; Economic; Peace and Security; Pan Africanism and Continental Unity; and Democracy, Governance & Human Rights) and the Executive Council. Since the Committees and the Council meet concurrently, a delegate should be assigned to each organ.

Each delegation is also a member of the Assembly of Heads of State and Government of the Model A.U. **It is crucial that all members of the delegation participate in the Assembly since Rule 55 requires that the delegate from each Committee represent the country when resolutions from the Committee are presented and voted on in the Assembly. Consistent representation from the Committees to the Assembly is essential.**

Subject to the normal requirement that delegations have six members, delegations may have as many as seven members. Some delegations have found it useful to have a seventh member who acts as the Head Delegate at plenary meetings and who coordinates the activities of the delegates representing the country on specific Committees. At times delegations have also had more than one person working on a particular Committee which is permissible. Please remember, however, that as this is an international meeting of nation-states, no matter how many delegates you have, each member state will cast one and only one vote on a particular resolution. Your delegation will speak officially with one voice even if internally you divide up the work among a number of delegates.

Delegation Responsibility

The overriding responsibility of a delegation to the Model A.U. is to represent the interests of its country in the most realistic and effective way possible. It is your responsibility to ensure that the national interests of the country you represent are presented and taken into account in the work of drafting and passing resolutions and in the resolution of the crisis. This general responsibility means that **you will need to know in detail what the national interests of your country actually are, and how best to represent those interests.** The identification of national interests will require detailed preparation of the character of the country leading to positions on a wide variety of issues; the representation of the interests of your country will require thorough preparation in the realms of techniques of diplomatic activity and behavior and in terms of the substance of regional issues. Your overall responsibility is therefore to prepare yourself to ensure that your country plays its proper part in the talks that take place at a summit meeting of the African Union.

This responsibility requires that you **develop and stay within the character of your country.** This is not always an easy and comfortable task. You may personally disagree with the position of your country on a particular issue. You may wish to see a more radical position taken on an issue than your country in reality would ever contemplate. You will find yourself having to forcefully represent views with which you substantially disagree. But **you must put aside your personal feelings, actual national identity, and personal political preferences.** **Your task is to put yourself in the situation of the government of the country you represent and to faithfully represent**

the character of that government. Preparation is the key to meeting this responsibility.

PREPARATION FOR THE WORK OF THE COMMITTEES, EXECUTIVE COUNCIL, AND ASSEMBLY OF HEADS OF STATE AND GOVERNMENT

COMMON CONSIDERATIONS

The work of the Model AU takes place in its five Committees, the Executive Council, and the Assembly of Heads of State and Government. The Committees and the Assembly are designed to deal with the multifaceted issues of political, social and economic change through the development of resolutions- passed by a simple majority in the Committees and by a two-thirds majority in the Assembly. The Executive Council will meet to engage and solve a crisis situation involving one or more member states.

PREPARING FOR COMMITTEE MEETINGS

The drafting, debating, amending, and passage of resolutions form the substance of the work of Committees and the Assembly of Heads of State and Government. It may not always seem so. Some of the procedural nitty-gritty often seems to get in the way. But the Model is about a group of nations getting together to hammer out agreements to do something about something. The about something is the substantive issue of resolutions and the do something are the actions which are required to achieve the substance. The process of getting from one to the other is the process of international negotiation, debate and diplomacy. The end product of what is being debated and agreed are resolutions. **Good resolutions are therefore essential. The preparation of delegations therefore should pay close attention to the resolutions resulting from this process.**

Delegates preparing for a Committee should draft resolutions on issues vitally affecting the national interests of their country and which would normally be considered under an agenda item of the Model A.U. Draft resolutions should conform to the standard format used at the Model A.U. The standard format for resolutions is as follows:

(Name of Committee)
(Committee Agenda Topic)
(Country of Original Sponsorship)

Resolution Number _____

(Title of Resolution-in bold type)

The Assembly of Heads of State and Government of the International Model African Union, Meeting in its Twenty Second Ordinary Session in Washington, D.C., on February 25, 2024:

[There follows the basis statements stating the nature of the issue and detailing the reasons for the A.U.'s attention to the matter. The basis statements begin with appropriate phrases and are underlined. Examples of how basis statements might begin are:]

Having examined...
Recalling...
Noting...
Taking note of...
Recognizing...
Taking cognizance of...
Aware that....
Alert to....
Considering....
Disgusted by...
Concerned with....
Committed to....
& Etc.....

[Basis statements are followed by action statements that are indented and prefaced with a number for each action and an underlined phrase or word setting the tone of the action such as:]

1. Condemns...
2. Demands...
3. Urges...
4. Congratulates...
5. Requests...
6. Calls upon...
7. Proposes...
8. Suggests...

An example of a resolution passed at a previous Model African Union is the following:

Women as Equal Partners in African Development

The Assembly of Heads of State and Government of the National Model African Union, Meeting in its Eighth Ordinary Session in Washington, D.C., on March 6, 2010:

Aware that women are responsible for a large proportion of the labor force for food production countries on the African continent;

Believing that the contribution of women is exceptionally important to African development;

Having adopted the Lagos Plan of Action in 1980, the AU fully acknowledges the importance of giving special attention to the vital roles of women;

Fully aware that the Lagos Plan of Action covers three main areas which speak to the development of women in Africa which (1) stresses the need to include women in higher administrative and policy making levels, (2) urges steps to lessen the domestic burden on rural women, and (3) encourages supporting services for working women:

1. Supports the criteria stated within the Lagos Plan of Action with regard to the participation of women in the economy;

2. Affirms that the increased role of women will make countries on the continent more productive;

3. Encourages the incorporation of women in medical fields, higher education and technological areas such as agriculture;

4. Calls upon member states to create programs and processes that will increase the proportion of women in elective office.

[Resolutions should follow this general format although obviously the wording and substance will depend upon the Committee involved and the circumstances of the issue.]

Does your delegation want to have resolutions considered in Committee meetings? If so, read this! There are certain formal procedures that have to be followed for resolutions to be considered and in addition there are some informal points to be noted. Some of the formal requirements are noted below but you should also **carefully read the Rules of Procedure regarding resolutions and amendments.** Below are also noted some of the informal points to be kept in mind.

1. Delegations are restricted to submitting a maximum of one draft original resolution to each Committee. In other words no delegation may submit more than one original resolution to each of the five Committees. Please note that it is **not** in order to submit resolutions to the Executive Council before it convenes. This is because its actions (including resolutions) will emerge in response to an unfolding crisis scenario.

2. A resolution cannot be introduced or debated until all delegations have a copy. **Draft resolutions must be submitted electronically to the appropriate committee's GoogleDocs starting on February 17 and no later than by 6:00 p.m. Eastern Standard Time on Tuesday, February 20 without exception. Resolutions submitted after that time will not be accepted under any circumstance.**

3. **In addition, please also bring resolutions on a jump-drive or laptop and at least one hard copy. This will facilitate the process of resolution consolidation during the Model. The word processing program used in the Secretariat is Microsoft Word.**

4. All resolutions of the A.U. with almost no exceptions must originate in one or another of the Committees. The Assembly of Heads of State and Government will only consider resolutions passed by the Committees and a report from the Council. To be considered by a Committee, a resolution must logically come under one or another agenda topic of the Committee.

5. Be prepared to compromise. The committees are expected to negotiate and agree upon one comprehensive resolution on each agenda topic. There are likely to be multiple draft resolutions on each agenda topic and the process of debate and negotiation will result in basis and action statements upon which a majority can agree. So you will need to be prepared to work with other delegations in reaching agreement on consolidated resolutions for each agenda topic.

PREPARING FOR THE EXECUTIVE COUNCIL CRISIS SIMULATION

The Executive Council is charged with resolving a crisis situation. Delegates will need to be familiar with the many dimensions of the crisis including its history, recent developments, intra-African and international facets, and multiple characteristics. It will also be essential to follow current events closely since these will play a role in establishing the development of the crisis with which the Council will have to deal.

Delegates will then need to develop an understanding of how their country and the AU have responded to this crisis situation and how their country views the solution.

The work of the Executive Council is therefore different from the work of the Committees. It is expected that the actions taken by the Executive Council will themselves become part of the process of crisis resolution. The crisis, in other words, will develop and be resolved in the process of unfolding events, of actions and reactions, including the decisions made by the Executive Council. As a result, the work of the Council may take many forms - declarations, actions on different fronts, secret diplomacy, working with the United Nations - and the product of the meetings will be the management and resolution of the crisis during the Model. These actions will become part of the unfolding events and the parties to the crisis will respond to the actions of the Council in real time. This will allow the Council to interact with the parties to the crisis in a way that can lead to crisis resolution. These responses will be in the forms of statements and press reports in real time.

The Council is not constrained by the resolution format within which the Committees work. This is why there are certain rules that apply only to the Council and these should be carefully studied. For example, the crisis will only be developed at the Model, the submission of written resolutions related to the crisis country prior to the opening meeting of the Council is not allowed.

One of the more important unique powers of the Council is to task any or all of the Committees with working on a specific aspect of the crisis. Crises generate the need to take action on economic, military and social fronts as well as in the political process leading to peaceful resolution. The need to cater for the needs of refugees, provide peacekeeping forces, employ economic incentives, and mediate are often involved in crisis resolution. The Executive Council has the power to ask specific Committees to come up with recommendations related to an aspect of the crisis. For example, if there is a refugee situation created by a crisis, the Executive Council may give the Technical Committee on Social Matters the task of devising an emergency plan to cater to the needs of the refugees. The task will be communicated to the Committee by a representative of the Council who will brief the Committee and be available to answer questions.

For those serving on the Council the key to good preparation will be intimate familiarity with crisis situations and a sound appreciation of the means an international organization like the AU has at its command to play a helpful role in the resolution of this crisis. Knowledge of the social, military and political-strategic situation in African trouble spots will be an asset.

PREPARING FOR THE MEETING OF THE ASSEMBLY OF HEADS OF STATE AND GOVERNMENT

The preparation of documentation for the meeting of the Assembly of Heads of State and Government takes place in Committee and Council meetings. The main work of the Assembly is to consider resolutions that have been passed by the Committees and receive a report from the Council. Resolutions passed by a simple majority vote in Committee become the sponsored draft resolutions to be considered by the Assembly. Draft Assembly resolutions are resolutions sponsored by the Committee or Council and

not by an individual country delegation. At the Assembly, no country sponsorship appears on any resolution.

There are very significant differences in the role and rules of the Assembly in comparison to the Committees. For example, to pass in the Assembly, these resolutions must achieve a two-thirds majority vote. The most important difference is that the resolutions at the Assembly have already been thoroughly debated in Committee and have achieved majority assent. The principles of the resolutions and their provisions are by this time well known to the delegations and countries have already taken a position on the resolutions. So it is unnecessary to re-debate the resolutions in their entirety.

Since the resolutions submitted to the Assembly have already been approved by Committees, the assumption is that the delegations are prepared to move to a vote in the Assembly where a two-thirds majority is required. This is why the Chair in introducing each passed resolution will ask, "Is there any unreadiness to act on this resolution?" However, those resolutions that did not already have a two-thirds majority may need amendment and in fairness to those delegations that oppose a resolution, there is a process of debate and amendment in the Assembly. However, it is different and severely constrained in comparison to the Committees and Council. The rules governing the meeting of the Assembly need to be studied thoroughly and adhered to absolutely.

Delegates will need to study the rules in detail. Some of the main provisions are highlighted here. If there are no proposed amendments, the Chair will allow two delegations to speak against the resolution and then move to an immediate vote. If there are amendments, they are all proposed at the beginning of consideration and then each is debated with two for and two against and then an immediate vote is taken. There are no friendly amendments, motions of reconsideration or points of inquiry in the Assembly. These procedures and rules underscore the need for the delegates sitting on Committees to be present and active at the Assembly.

All delegates need to attend the Assembly meeting. The Assembly meeting is the culmination of the deliberations in the AU and all delegates should be present. The practical reason why all delegates should be present is that even if there is a Head Delegate, no delegate could be conversant with all the debates that went into the passage of draft resolutions from all the Committees. A delegation voting on a resolution in the Assembly without the benefit of the advice of the delegate who sat on the Committee will not cast an informed and consistent vote. This is why Rule 56 states that: The delegate representing the Head of State or Government must be the delegate who represented the country in the Committee sponsoring the resolution on the floor.

And Now
The Indispensable Key to Delegation Preparation
and a Good Model: Country Characterization and Diplomacy

The best delegations are those that internalize and project the character of their country. If you represent Uganda you must become a Ugandan, in thought and action. If you represent Kenya you must become a Kenyan in your outlook on African and global issues. You are the leaders of those nations. You can become those African leaders if you prepare yourselves for that role.

INTERNATIONAL MODEL AFRICAN UNION RULES OF PROCEDURE

Introduction

This section of the handbook contains the Rules of Procedure for the Model A.U. The rules provide a structure for the proceedings and debate in the various organs of the A.U. The rules have no value other than creating a known and regular procedure or means through which the substantive work of the Model is conducted. The rules do not presuppose any particular outcome in terms of the substance of resolutions. The rules do not make inevitable the inclusion or exclusion of a resolution or any of its provisions. The rules do create a framework of expectations and actions regarding the process of introducing and debating resolutions and in terms of the facilitating the meetings. Together with the schedule of events, the rules are the bones of the Model and the activity of delegates puts flesh on those bones.

The Rules of Procedure tell you what you may and must do as well as what you may not do. The rules, for example, tell you that you must raise your placard to gain recognition from the Chair in order to speak. The rules also tell you that you may not interrupt a speaker in order to debate the substance of what that speaker is saying. The rules therefore create a means through which the business at hand is done. The rules create both opportunities and limits for delegate participation.

The opportunities and limits to participation created by the rules affect all delegations in the same way. The rules do not favor one delegation over another. The rules in that sense are neutral. They apply to everyone and everyone is obligated to follow the rules.

The neutrality of the rules meaning their application to all delegations equally does not mean, however, that the use of the rules has no effect on the eventual outcome. A skillful use of the rules by a delegation can delay the vote on a resolution or even lead to its defeat. This can be frustrating to delegations supporting a resolution and in their frustration those delegations may begin to believe that it is the rules themselves that are to blame. They may believe that the opposing delegation is misusing or abusing the rules. But the truth is that the opposing delegation has simply used the rules to meet its objective, in this case to delay or kill a proposal that does not meet the national interests of that country. Delegations supporting the proposal have the very same set of rules to use to keep the proposal alive.

The rules of the Model are therefore analogous to the rules for a sporting game. The rules of basketball apply to both teams in the same way. The teams will each use the rules to what they regard as their advantage but will be bound to observe the same set of rules. The outcome will depend upon the preparation of the players before the game for example on their physical conditioning, knowledge of the rules, and the thoughtfulness of their game plan. The rules of the Model are the same; they apply to all delegates equally. The ability of a delegation to represent the interests of a country in the process of debate will depend upon their advance preparation of the character of their country, their understanding of the rules of debate, and the thoughtfulness of their resolutions and activities furthering resolutions in which they are interested.

It is absolutely essential that every single delegate should understand and be able to use the Rules of Procedure for the Model A.U. Delegates are expected to know the rules in detail and to have practiced the rules sufficiently to be able to use them effectively during Committee and Executive Council meetings and in plenary session. During the Model all delegates will without exception abide by the Rules of Procedure contained in the following pages.

INTERNATIONAL MODEL AFRICAN UNION

RULES OF PROCEDURE

1. These Rules incorporate and take precedence over the procedural portions of the Constitutive Act of the African Union. In the event of a dispute the interpretation of the Chair is final provided there is not a successful appeal.
2. The official language for all sessions is English. Business may be conducted in other languages only if the speaker provides translation.
3. All Member States belong to the Assembly of Heads of State and Government as well as the following organs:

The Executive Council
The Committee on Democracy, Governance and Human Rights
The Committee on Economic Matters
The Committee on Social Matters
The Committee on Peace and Security
The Committee on Pan-Africanism and Continental Unity

4. The seating of delegations in organs of the Model A.U. and in the Assembly of Heads of State and Government shall be in alphabetical order.
5. Other subsidiary bodies may be established with the approval of the Assembly.

FACULTY ADVISORS AND CONSULTANTS

6. The Secretariat of the Model African Union shall designate Faculty Members to serve as Faculty Advisors and Consultants in the various organs of the Model A.U.
7. The Faculty Advisors and Consultants shall attend to the needs of all delegates and shall not be limited to their own delegates.
8. The Faculty Advisors and Consultants shall assist the Chairs and other Officers in running the sessions as necessary. Faculty advisors and consultants shall not vote or participate in debate.

9. Faculty Advisors with the guidance of the Director shall take actions as necessary to ensure the smooth functioning and integrity of all organs of the Model A.U.

10. In accepting a country assignment, faculty advisors, their sponsoring institutions and delegations accept the responsibility to fully prepare the representation of their country and to observe the process of the Model as contained in materials provided by the Director.

OFFICERS

11. The officers of the Committees, Council, and Assembly of Heads of State and Government shall be appointed by the Director.

12. Officers appointed by the Director shall attend virtual orientation sessions prior to the Conference and will perform the work of their office as specified in the rules of procedure, the program, and as communicated to the officer by the Secretariat and Director. With respect to appointment to office and the interpretation of work to be performed, the decision of the Director is final. Officers will work with Faculty Advisors and Consultants, and the Secretariat to ensure the smooth running of all aspects of the Model.

13. Officers of the Committees and the Executive Council may play a full part as representatives of their delegations in deliberating and voting on proposals. During that time they are required to hand over their official duties to other officers until the item has been passed, been defeated, or otherwise been removed from consideration. Officers of the Assembly of Heads of State and Government are officers of the Model AU and may not represent their delegation in deliberating and voting on resolutions in the Assembly of Heads of State and Government.

14. All officers shall meet with the Secretariat as scheduled in the Program and/or as needed to discuss their duties and problems arising in the execution of their offices.

15. In addition to those powers specified elsewhere, the Chair of a Committee, the Executive Council and of the Assembly of Heads of State and Government shall interpret these Rules, rule on Points of Order, assure parliamentary order, accord speaking rights, put the question, announce decisions, limit the number of times a delegate may speak on any question, open and close the speakers list and close debate.

AGENDA

16. The agenda of the Opening Plenary Session will be the following (in order): (1) Roll Call of Delegations; (2) Convening of the Model A.U.; (3) Keynote Address; (4) Reception.

17. The agenda for the ordinary substantive sessions of the Committees shall include the following (in order): (1) Assignment of resolutions to agenda topics; (2) Consolidation of resolutions under each topic into a single consolidated draft; (3) Consideration and action on draft consolidated resolutions on each agenda topic.

18. The Committees shall only consider the agenda topics assigned to them.
19. The agenda for the Assembly of Heads of State and Government shall be (in order): (1) receive report from the Executive Council and (2) consider and take action on resolutions submitted by the Committee on Democracy, Governance and Human Rights, the Economic Committee, Committee on Pan Africanism and Continental Unity, Committee on Peace and Security, and Social Committee.
20. The Assembly of Heads of State and Government shall take cognizance of the report by the Executive Council but shall not debate or vote on the report of the Executive Council.
21. The agenda of the meeting of the Executive Council shall include the following (in order): (1) Briefing by Faculty Advisor; (2) Introduction of Officers and Delegates; (3) Introduction of a crisis by Home Government; (4) Crisis Resolution; and (5) Adjournment.
22. The agenda for the substantive meetings of the Executive Council shall be to take actions necessary for the resolution of a crisis. The crisis will begin in the early stages of the model and, therefore, the preparation and submission of resolutions prior to that time is not allowed.
23. The Executive Council may require a Committee to undertake a specific task related to the Councils business. The Council will communicate the specific task to the Committee(s) in writing and through a verbal briefing by an officer or member of the Council. The Council shall designate one of its members to liaise with a Committee that has been tasked. Executive Council directives to Committees shall interrupt and take precedence over all other Committee proceedings until the specified task is completed.

GENERAL PROCEDURES AND RULES OF DEBATE

24. An amendment is anything that adds to, deletes from, or changes a draft resolution. A motion totally replacing the original proposal or not directly related to it is not an amendment and shall be ruled out of order by the Chair. An amendment may not itself be amended. An amendment which is counter to an amendment already adopted shall be ruled dilatory by the Chair.
25. No one may speak without first being recognized by the Chair.
26. When speaking, delegates will see that their remarks are germane to the motion on the floor. If they fail to do so, the Chair shall call them to order without delay.
27. At any time, a delegate may complain of improper procedure under these Rules by raising a Point of Order. The Chair shall immediately rule upon the Point and his/her decision is final, unless a two-thirds majority votes to Appeal (and thereby reverse) his/her decision. A Point of Order is the only action that may interrupt a speaker.

28. In order to ask a question of the Chair on any matter, delegates will rise to a Point of Information. The Point of Information will not interrupt any speaker.

29. To end the session for a specified period of time, a motion to suspend the session will be required. Such a motion would be required to end the morning or afternoon session in expectation of resuming at a specified time. Such a motion will also be required for either moderated or un-moderated caucuses. Such a motion requires a second, is not debatable, and is decided by a simple majority. The same applies to a motion to adjourn, which is necessary when the Assembly of Heads of State and Government, the Executive Council or a Committee has dispensed with all its business and wishes to end its deliberations for the year. These motions may be ruled dilatory by the Chair, whose decision is subject to Appeal.

30. The order of precedence of motions is as follows: (1) Point of Order; (2) Suspend the Session; (3) Adjourn the Session; (4) Suspend/Resume Debate; (5) Close Debate; (6) Other motions; (The Proposal under Discussion [main motion]).

GENERAL VOTING RULES

31. Each Member State shall have one vote and only one voting representative on the Executive Council, each Committee, and in the Assembly of Heads of State and Government.

32. Resolutions and amendments thereto of the Committees only require a simple majority. Actions by the Executive Council require a two-thirds majority. Resolutions and amendments thereto of the Assembly of Heads of State and Government require a two-thirds majority.

33. In determining a simple or two-thirds majority only in Committees, only those votes of yes or no shall be counted. A vote of abstain shall not be used in determining whether there is a majority in Committees. In the Assembly of Heads of State and Government a two-thirds majority shall be based on two-thirds of delegations present.

34. Unless otherwise specified, all voting will be by show of placards. Before voting commences, any delegation may request a roll-call vote. The Chair shall rule on the request, and his/her ruling is subject to Appeal. The roll call shall be in alphabetical order, starting at a random point determined by the Chair for each vote. The voting may not be interrupted except by a Point of Order concerning voting procedure.

35. In Committee only when taking a vote by show of placards, the Chair will ask for those in favor, those opposed, and abstentions. When named in a roll call, a delegate shall answer yes, no, abstain, or Pass. If he/she responds with the latter, the delegate has indicated his/her desire to pass at this time. The Chair will run through the entire roll once and will then call those who have Passed. Upon being called a second time, a

delegate will respond yes, no, or abstain (only). In the Assembly of Heads of State and Government only, when taking a vote by show of placards, the Chair will ask for those in favor and those opposed only. There are no abstentions in the Assembly of Heads of State and Government.

36. Once all votes have been tabulated, the chair, only on roll-call votes, will ask for changes in vote. After any changes have been noted, the result of the vote is announced. If a motion to reconsider (prohibited in the Assembly) is not forthcoming, the body moves on to consider the next proposal or, if no proposals remain under a topic, the Chair will entertain a motion to suspend debate on that topic and move on.

37. After debate on a proposal or amendment has been closed, but before voting commences, a delegate may move to divide the question. He/she would do so if he/she desires to vote on the proposal or amendment in several parts. Such a motion must specify the intended division, is not debatable, and is put to an immediate vote, a simple majority being required. Once all parts of a proposal or amendment are voted on, the entire proposal or amendment shall be put to a vote. If all of the operative parts of a proposal are rejected, then the proposal itself is rejected.

PROCEDURES FOR COMMITTEE AND EXECUTIVE COUNCIL RESOLUTIONS AND AMENDMENTS

38. A draft resolution is a substantive document related to a specific topic on the agenda submitted for decision. Draft resolutions may be submitted to a Committee or Council folder in GoogleDocs beginning on February 17 and no later than 6 pm Eastern Standard Time on Tuesday, February 20, 2024.

39. No single delegation may be the original sponsor of more than one resolution in each Committee.

40. A motion or proposal may be altered by a friendly amendment meaning a change agreed to by all sponsors of that motion or proposal. Such amendments must be announced to the Chair. All other amendments are unfriendly. Such ordinary amendments must be moved and seconded and submitted in writing to the Chair at the time the motion is made. An amendment moved and seconded will be debated and voted on in accordance with the rules for debate and voting of the main motion or proposal. Motions to introduce proposals or amendments (or any other motion, for that matter) may be made either in a speech or after being recognized by the Chair.

41. Once the decision on a proposal or amendment has been announced, any delegate who voted with the majority may move for its reconsideration. A two-thirds majority is required for reconsideration. If such a majority is forthcoming, a re-vote will be taken. The Chair may rule such motions dilatory. This ruling is subject to appeal.

42. Once a Committee or the Executive Council decides to open discussion on a draft resolution under an agenda topic or sub-topic, the Chair may allow procedurally correct points of inquiry directed to the main sponsor(s). Following any points of inquiry, the

Chair will establish a speakers list of no more than ten. Those wishing to speak will raise their placards and will be assigned a position on the list. The Chair will call upon delegates to speak in the order they appear on the speakers list. Delegates may request to be added to the list any number of times until the Chair limits the number of times a delegate may speak, closes the speakers list, or debate is closed by a motion. Once a specific speakers list is exhausted, any delegate may move to reopen the speakers list. This motion must be seconded and is not debatable. Debate will continue until it is suspended or closed, the meeting is suspended or adjourned, or the speakers list is exhausted (once exhausted, the Chair will announce closure of debate and bring the proposal, if any, to an immediate vote).

43. During discussion of a topic, a delegate may make a motion for an unmoderated caucus. The delegate making the motion must specify an amount of time for the caucus. The adoption of this motion requires a majority of members present and voting. If passed, the unmoderated caucus allows delegates to move around the room, converse, and negotiate with each other without any formal rules or limitations. Due to the unstructured nature of these suspensions, delegates are permitted no more than 30 minutes of unmoderated caucus time for every hour of debate. Delegates are encouraged not to spend more time in unmoderated caucuses than necessary although they are very useful for the writing of draft language.

44. During discussion of a topic, a delegate may make a motion for a moderated caucus. The delegate will specify the amount of time for the caucus and the topic to be moderated. In a moderated caucus the Committee/Council remains in session but operates informally. The Chair will recognize delegations that wish to speak in turn at the Chair's discretion. No speakers list is used. The moderated caucus may be used as a question and answer period, or as a means to facilitate a discussion of draft provisions.

45. When speakers list is used, the speakers shall be given one and one-half minutes. The Chair will call speakers to order if they exceed their time. The Chair shall ensure that all delegates have equal opportunity to participate in debate.

46. Prior to beginning his/her speech, a delegate may request that all or part of his/her time be yielded to another. Once yielded, time may not be yielded a second time.

47. A delegate may speak to the draft resolution, amendments moved thereto and the agenda topic, or all of the above while on a particular speakers list.

48. A Point of Inquiry may be used to question a speaker after he/she has finished his/her remarks: a questioner will address the Point to the Chair, who will then ask the speaker if he/she wishes to yield. In order to ask a second question, a second Point of Inquiry will have to be raised, and the speaker again asked to yield. The Chair will ensure that Points of Inquiry are only used to raise questions of clarification or for additional information.

49. At any time a delegate may make a motion to suspend debate on a draft resolution. The Chair will allow two speakers for the Suspension and two against, and will limit time. Speeches must be germane to the suspension only. After the speeches, an immediate vote will be taken, a simple majority being necessary. Once suspended,

debate on a proposal or a topic may not be resumed until a resumption of debate motion is made and passes by a simple majority without debate.

50. At any time prior to the exhaustion of the speakers list, a delegate may move closure of debate on a proposal or amendment. The Chair will allow two speakers against closure (only) and will limit time and ensure that the remarks are germane to the closure. A vote will immediately follow the speeches, with a two-thirds majority necessary.

51. After the debate is closed, either through exhaustion of the speaker list or a successful closure motion, the proposed resolution or amendment will come to an immediate vote. If debate is closed on a topic, proposed resolutions will be voted on in the order they were submitted to the Secretariat. If adopting one resolution necessarily implies excluding a subsequent proposed resolution, this latter resolution shall be ruled out of order.

52. The Committees shall establish an order of presentation of their resolutions to the Assembly.

53. Committees shall deliberate and act upon individual resolutions until the time for the meeting has ended or the agenda is exhausted. The passing of a number of resolutions en bloc is prohibited.

54. Resolutions passed by Committees shall be processed by the Secretariat in consultation with Committee Officers for presentation to the Assembly of Heads of State and Government. The Officers of the Executive Council shall prepare a report and submit it to the Secretariat on the work of the Council to be presented at the meeting of the Assembly of Heads of State and Government.

PROCEDURES FOR RESOLUTIONS IN THE ASSEMBLY OF HEADS OF STATE AND GOVERNMENT

55. Resolutions passed by Committees are automatically moved and seconded at the Assembly of Heads of State and Government. The delegate representing the Head of State or Government must be the delegate who represented the country in the Committee sponsoring the resolution on the floor.

56. As each resolution is moved at the Assembly, the Chair will ask "Is there any unreadiness to act on this resolution?" A delegation is unready to act if it wishes to move an amendment and will indicate this by raising its placard.

57. If no delegation indicates unreadiness, the Chair will move to an immediate vote, a two-thirds majority of delegations present being necessary for passage.

58. All motions to amend each resolution from Committee will be moved at the same time before the resolution is considered for any amendment by the Assembly. Each proposed amendment must be moved and be seconded by two additional delegations. Moved and seconded draft amendments shall be debated and voted upon in the order they are moved and seconded.

59. Once an amendment has been moved and seconded the Chair will open a speakers list consisting of one speaker for and one against the amendment. Each speaker is limited to one minute. Following this debate an immediate vote will be taken, a two-thirds majority being necessary for passage. Re-opening or extending the speakers list and extending the time to speak are prohibited.

60. Once all amendments have been moved, debated and voted upon, the main motion (as amended) will be considered. The Chair will open a speakers list composed of two speakers against the motion only, each of which may speak for one minute. Re-opening or extending the speakers list and extending the time to speak are prohibited. Following this debate an immediate vote will be taken, a two-thirds majority of delegations present being necessary for passage. In the Assembly of Heads of State and Government each delegation must vote yes or no. There are no abstentions in the Assembly of Heads of State and Government.

61. Friendly amendments are not allowed in the Assembly of Heads of State and Government.

62. Once moved and seconded, an amendment may not be withdrawn by the sponsoring delegation or the seconding delegations in the Assembly.

63. Motions for reconsideration are not allowed in the Assembly of Heads of State and Government.

64. Following the report of the Executive Council, the Assembly of Heads of State and Government shall consider one resolution in turn from each Committee in the order: Democracy, Governance and Human Rights; Economic; Pan-Africanism and Continental Unity; Peace and Security, and Social until the time for meeting or number of resolutions is exhausted.

65. The Assembly of Heads of State and Government shall deliberate and act upon individual resolutions until the time for the meeting has ended or the agenda is exhausted. The passing of a number of resolutions en bloc is prohibited.

66. Delegates may not yield their time during debate in the Assembly.

67. Motions to suspend or close debate are not allowed in the Assembly

HOME GOVERNMENT

68. There shall be a Home Government composed of Faculty Advisors appointed by the Director.

69. Any delegation may request information or guidance from Home Government.

70. The Home Government may provide information and instructions to a delegation at any time. In all cases without exception delegations must follow Home Government Instructions.

71. The Home Government will communicate with the Executive Council on the circumstances and resolution of the crisis. In all cases, without exception, the Officers of the Executive Council are bound by Home Government instructions.

72. The Officers of the Executive Council may request information or guidance from the Home Government.

ADMISSION OF NEW MEMBERS

73. Any motion on the admission of new Members shall first be submitted at the beginning of the Opening Plenary Session. Passage requires a two-thirds majority.

AMENDING THE TREATY

74. Amendments to the Constitutive Act may not be considered by this Assembly but it may consider the creation of protocols mentioned in the Act.

CERTIFICATES

75. Certificates of participation shall be awarded to all delegates.

AWARDS

76. The following awards shall be given at the closing ceremony of the Model African Union:

Eleazu Obinna Committee Leadership Award
Michelle Tooley Outstanding Delegation Award

77. The Officers of each Committee and the Council shall consult with one another and the committee faculty advisor(s) to nominate up to three individuals for the Eleazu Obinna Committee Leadership Award. This award shall go to the individuals who have made the most significant contribution to fostering consensus, capturing the essence of complex issues, and leading the respective Committees and Council toward effective action.

78. Immediately prior to the final adjournment of each Committee or the Council on Saturday, the Committee/Council shall vote for the Michelle Tooley Outstanding Delegation in Committee Award for all Committees and the Council. Each delegation votes for up to five delegations it believes contributed most to the accomplishments of the Committee/Council. Chairs and Vice-Chairs are also given a ballot. There is no ranking on individual ballots.

79. The Faculty Advisors shall tally the votes from each Committee/Council.

80. The five delegations receiving the most points will normally receive Michelle Toolley Outstanding Delegation in Committee Awards, but Faculty Advisors may confer fewer awards after considering the final vote tally.

81. Faculty who incorporate the Model African Union simulation into a credit-bearing course are discouraged from employing measures such as number of resolutions passed, speaking time in committees, or awards won at conference for the purpose of course evaluation as such external pressures can distort the simulation. To maximize the experience for all participants and make it as realistic as possible, it is recommended that faculty advisors emphasize pre-conference and/or post-conference evaluation instruments in their course design.

PARLIAMENTARY AUTHORITY

82. Robert's Rules of Order, Revised will be the parliamentary authority for all rules of procedure not covered above.

ADDENDUM

Definitions and Clarification

1. Simple majority: 50% + 1 of those voting on the issue, excluding all abstentions.
2. Two-thirds majority: 66.67% of those voting on the issue, excluding all abstentions in Committee only. In the Assembly two-thirds is 66.67% of all delegations present.
3. Two-thirds absolute majority: 66.67% of the membership of the Committee, Executive Council or Assembly of Heads of State and Government.
4. There is one speakers list on any one issue, set of inquiries or amendment except as explicitly stated in the rules. It is not divided into for and against since some speakers are not specifically for or against the issue but rather may wish to propose amendments, etc.

Model African Union Committee/Council Parliamentary Quick Reference							
Motion/Point	Purpose	Rule	Needs Second	Interrupt Speaker	Debate	Amendment	Vote Needed
Points							
Point of Privilege	Personal discomfort impairing participation, e.g. cannot hear speaker	N/A	No	Yes	No	No	No
Point of Order	Complain of improper procedure/rules violation	28	No	Yes	No	No	No
Point of Information	To ask a question of the Chair on any matter	29	No	No	No	No	No
Point of Inquiry	Question speaker after he/she finishes speaking; address point to chair	48	No	No	No	No	No
Motions							
Motion to suspend session	End session for specified period of time for moderated/un-moderated caucuses or other, e.g. lunch	30	Yes	No	No	No	Simple Majority
Motion to suspend debate on resolution	Suspends debate on a resolution or topic; Resume only after a motion to resume debate on resolution	49	Yes	No	Yes, 2 for, 2 against	No	Simple Majority
Resumption of debate on resolution	Required to resume debate on a resolution or topic already suspended	49	Yes	No	No	No	Simple majority
Motion to close debate	Ends debate and moves to vote when speakers list is not exhausted	50	Yes	No	Yes, 2 against	No	2/3 majority
Motion to extend debate	Reopen a speakers list on a resolution, amendment, topic	44	Yes	No	No	No	Simple majority
Motion for Friendly Amendment	Alteration of a motion or proposal agreed to by all sponsors	42	No	No	No	No	None
Motion for ordinary amendment	Amend a motion/proposal currently under debate	42	Yes	No	No	No	Simple majority
Motion for a Caucus (moderated or unmoderated)	See Motion to Suspend the Session	30	Yes	No	No	No	Simple majority
Motion to set the agenda	Typically the first motion to set the order of agenda topics	18	Yes	No	Yes	No	2/3 majority
Motion to change agenda topic order	To change the order of topics on the agenda	19	Yes	No	Yes	Yes	2/3 majority
Motion to Introduce Proposal/Resolution	Introduce a resolution for consideration or to amend a motion or clauses to a motion	42/44	Yes	No	No	No	Simple majority
Voting Procedure Motions							
Motion to divide the question	To vote on a resolution/amendment in two or more parts	38	Yes	No	No	No	Simple majority
Motion for a roll call vote	Vote by calling on each member individually in turn	35	No	No	No	No	Discretion of Chair (subject appeal)
Yields							
Dais	Remaining speaking time will be absorbed by the dais	46	N/A	N/A	N/A	N/A	N/A
Another delegate	Remaining speaking time will be given to another delegate	46	N/A	N/A	N/A	N/A	N/A
Questions	Remaining speaking time to answer questions from other delegates through the Chair	46/48	N/A	N/A	N/A	N/A	N/A

Model African Union Quick Reference:	Differences in Rules for the Assembly of Heads of State and Government						
Motions	Purpose	Rule	Needs Second	Interrupt Speaker	Debatable	Amendable	Vote Needed
Motion to Extend Debate	Not allowed in the Assembly of Heads of State	59/60	N/A	N/A	N/A	N/A	N/A
Motion to introduce amendment (friendly)	Not allowed in the Assembly of Heads of State	61	N/A	N/A	N/A	N/A	N/A
Motion to introduce amendment (unfriendly)	All proposed amendments must be moved when the proposal is first on the floor; once moved and seconded, amendments may not be withdrawn.	58	2 seconds required	No	No	No	N/A
Motion to suspend debate or for a caucus	Motions to suspend debate or to caucus are not allowed in the Assembly of Heads of State	67	N/A	N/A	N/A	N/A	N/A
Motion to change order of the agenda	Changing the order of agenda topics is not allowed in the Assembly of Heads of State	20	N/A	N/A	N/A	N/A	N/A
Debate on the Main Motion							
Debate on a resolution when no amendments are moved	There is no debate on resolutions from committee if no amendments are moved	56/57	N/A		N/A	N/A	N/A
Debate on properly moved and seconded amendments	Chair opens a speakers list of one for and one against with one minute each; reopening or extending the speakers list is prohibited	59	N/A	N/A	N/A	N/A	N/A
Debate on draft main motions as amended	Chair opens speakers list of two speakers against the motion only for one minute each; reopening/extending the speakers list is prohibited	60	N/A		N/A	N/A	N/A
Voting Procedure							
Voting on an amendment	To vote on passing an amendment to a resolution	59	No	No	No	No	2/3
Voting on the main motion (with or without amendment)	To vote on the main motion	60	No	No	No	No	2/3
Determining a Majority	In the Assembly, a 2/3 majority means 2/3rds of the absolute number of delegations present	60	N/A	N/A	N/A	N/A	N/A
Casting Votes	In the Assembly the Chair will ask for those in favor and those against only; Delegations may not abstain in the Assembly of Heads of State	36/60	N/A	N/A	N/A	N/A	N/A
Yields	Delegates may not yield their time during debate.	66	N/A	N/A	N/A	N/A	N/A

Model African Union General Program Notes

What follows are several sections about the program of the Model A.U. including the daily schedule, agenda, registration and other matters:

I. Embassy Briefing: The program begins with a visit to the Embassy of the country your delegation represents. This is usually a very exciting and illuminating experience where you can confirm the position of your country on major issues and reinforce conclusions you reached during your preparation.

II. Opening Session: The Model itself begins with an opening session at Howard University. A briefing on the rules of procedure is followed by the opening session. The Director of the Model AU will convene the Model and introduce a keynote speaker.

III. Substantive Meetings: The Committees will then will deliberate all day on Friday and on Saturday morning at the Washington Plaza Hotel to consider and agree (or not) on resolutions. The Committee and Council meetings are where the detailed work takes place. These are exciting, frustrating, sometimes chaotic, and always interesting. These are the stage for formal debate and exchanges as well as for informal caucusing. There is always a lot of coming and going to and from the Secretariat. In general they usually present a picture of controlled pandemonium. They are serious business but also great fun. **Final resolutions must be submitted to the Secretariat without exception, by 1:15 p.m. on Saturday afternoon.**

IV. Dealing with Resolution Consolidation and Amendment: Delegates may want to bring laptops with them to the Model in order to facilitate the work of changes made in resolutions. While the Secretariat processes draft and passed resolutions, the Committees and Council, if they wish to keep up with changes and consolidations as they take place, will have to rely on delegates cutting and pasting or retyping. The availability of word processors on Thursday night and Friday night in your rooms at the hotel may become important tools in facilitating the work of Committees. Delegates will have limited access to word processing in the Secretariat. The initial substantive committee sessions on Friday will accept resolutions and assign them to agenda topics followed by an unmoderated caucus during which sponsored resolutions under each topic may be consolidated into a single draft. The drafts will not be final and will be available for debate and amendment when the committee resumes the session.

V. Executive Council Crisis Simulation: All day on Friday and until noon on Saturday the Executive Council will be involved in resolving the crisis. In the course of being a player in the process of resolving the crisis, the Council may wish to task one or more of the Committees with some specific aspect of the crisis. The Council will determine its own role in resolving the crisis and can expect that its actions will lead to

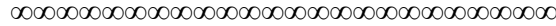
reactions in the crisis situation. It is hoped that the Executive Council, and through it the AU, will play a major role in resolving the crisis.

VI. Technical Meeting of Committee and Executive Council Officers: Immediately on the conclusion of Committee and Council meetings on Saturday, the Committee and Council Officers under the direction of the Secretariat will prepare the resolutions passed for presentation to the Assembly of Heads of State and Government on Sunday. The Technical Meeting is therefore a procedural, not substantive, meeting.

VII. Assembly of Heads of State and Government: Sunday morning is devoted to the meeting of the Assembly of Heads of State and Government. All delegates must be present since the resolutions come to the Assembly from the Committees and the individual delegate on the Committee will be the one who knows the background. It will be that delegate who will and vote on behalf of his/her country.

VIII. Closing Ceremony: After the Assembly of Heads of State and Government, a closing ceremony takes place. Each delegate receives a certificate of participation, awards will be presented and we reluctantly adjourn the Model until the following year.

SCHEDULE OF EVENTS



THURSDAY, 22 FEBRUARY 2024

Location

9:00 a.m. - 2:00 p.m.	Delegation Registration	Washington Plaza Hotel
	Embassy Briefings	Country's Embassy or African Union Mission

4:00 – 5:30 p.m. CONVENING OF THE MODEL AND PLENARY SESSION

**HOWARD UNIVERSITY COLLEGE OF MEDICINE AUDITORIUM
520 W Street, NW, Washington, D.C. 20059**

5:30 p.m. BUS DEPARTS FOR WASHINGTON PLAZA HOTEL

6:30 – 7:30 p.m. **MANDATORY MEETING OF ALL OFFICERS
OF COMMITTEES/COUNCIL, THOMAS CIRCLE SUITE,
WASHINGTON PLAZA HOTEL**

FRIDAY, 23 FEBRUARY 2024

WASHINGTON PLAZA HOTEL

8:30 a.m.	FACULTY MEETING	Thomas Circle Suite
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9:00 a.m	MANDATORY OFFICERS MEETING	National Ballroom – Salon A
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9:30 a.m.- 12:30 p.m.

**EXECUTIVE COUNCIL AND
ORDINARY COMMITTEE SESSIONS**

Chair Convenes Meeting,
Each Meeting Assigns Resolutions to Agenda Topics,
Establishes the Order of Consideration for Agenda Topics,
Introduction of Resolutions, Consolidation of Draft Resolutions,
Debate, Amendment, and Decision on Consolidated Resolutions
Executive Council Begins Crisis Resolution

SECRETARIAT	State Room
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ECONOMIC MATTERS	Grand Ballroom-Salon A
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SOCIAL MATTERS	Grand Ballroom-Salon C
EXECUTIVE COUNCIL	Grand Ballroom-Salon B
DEMOCRACY, GOVERNANCE AND HUMAN RIGHTS	National Ballroom-Salon B
PEACE AND SECURITY	National Ballroom-Salon A
PAN-AFRICANISM AND CONTINENTAL UNITY	Thomas Circle Suite

12:30 - 2:00 p.m. Break

2:00 - 6:00 p.m. CONTINUATION OF EXECUTIVE COUNCIL AND COMMITTEE SESSIONS Washington Plaza Hotel

SATURDAY, 24 FEBRUARY 2024 WASHINGTON PLAZA HOTEL

8:30 a.m. – 9:00 a.m. Faculty Meeting Thomas Circle Suite

8:30 a.m. – 9:00 a.m. Officers Meeting National Ballroom-Salon A

9:00 a.m. – 1:00 p.m. CONCLUSION OF EXECUTIVE COUNCIL AND COMMITTEE SESSIONS

Committees submit passed resolutions to the Secretariat by 1:15 p.m.

1:00 p.m. – 2:30 p.m. Faculty Meeting Thomas Circle Suite

1:00 – 6:00 p.m.: Delegates engage in individual research

SUNDAY, 25 FEBRUARY 2024 WASHINGTON PLAZA HOTEL

All Delegates meet in the Assembly Heads of State and Government to Receive Executive Council Report and Consider and Adopt Final Resolutions

8:30 a.m. – 9:00 a.m. Meeting for Officers for the Assembly of Heads of State and Government State Room

9:00 a.m.- 11:30 a.m. ASSEMBLY OF HEADS OF STATE & GOVERNMENT
(Grand Ballroom)

11:30- 12 noon (Certificates of Participation, Presentation of Awards & Closing Ceremony)

AGENDA FOR THE INTERNATIONAL MODEL AFRICAN UNION

EXECUTIVE COUNCIL

The Assembly of Heads of State and Government will receive a report from the Council on the management and resolution of the crisis in (to be determined)

COMMITTEE ON DEMOCRACY, GOVERNANCE AND HUMAN RIGHTS (The Committee on Democracy, Governance and Human Rights may submit to the Assembly of Heads of State and Government **one consolidated resolution on each of the two agenda topics**. The consolidated resolution on each topic will be based on draft resolutions on specific topics and sub-topics previously submitted according to the rules.)

1. Silencing the guns through building resilient democracies and accountable governance.

2. Entrenching universal principles of Human Rights, Gender Equality, Justice, and the Rule of Law: Aspirations and Implementation.

COMMITTEE ON ECONOMIC MATTERS (The Committee on Economic Matters may submit to the Assembly of Heads of State and Government **one consolidated resolution on each of the two agenda topics**. The consolidated resolution on each topic will be based on draft resolutions on specific topics and sub-topics previously submitted according to the rules.)

1. Leveraging Africa's economic power in the global economy and strengthening Africa's role in global trade negotiations.

2. Identifying, confronting, and overcoming issues in establishing the African Continental Free Trade Area and the Free Movement of People.

COMMITTEE ON SOCIAL MATTERS (The Committee on Social Matters may submit to the Assembly of Heads of State and Government **one consolidated resolution on each of the two agenda topics**. The consolidated resolution on each topic will be based on draft resolutions on specific topics and sub-topics previously submitted and sponsored according to the rules.)

1. The youth in African development: education, employment, entrepreneurship and engagement.

2. Empowering the African woman and eliminating all forms of violence and discrimination (social, economic, political) against women and girls: aspirations and implementation.

COMMITTEE ON PAN-AFRICANISM AND CONTINENTAL UNITY (The Committee on Pan-Africanism and Continental Unity may submit to the Assembly of Heads of State and Government **one consolidated resolution on each of the two agenda topics**. The consolidated resolution on each topic will be based on draft resolutions on specific topics previously submitted and sponsored according to the rules.)

1. Entrenching Pan-Africanism by Promoting the Common history, Destiny, and Heritage of Africa: Aspirations and Implementation
2. The role of the Diaspora in achieving the goals of Agenda 2063: Definition of Role, Policies, and Programs for Implementation.

COMMITTEE ON PEACE AND SECURITY (The Peace and Security Committee may submit to the Assembly of Heads of State and Government **one consolidated resolution on agenda topic 1** and **one resolution each sub-topic of item 2, that is a separate resolution for each of 2A, 2B, 2C, 2D, 2E, 2F, and 2G**. The consolidated resolution on each topic and sub-topic will be based on draft resolutions previously submitted and sponsored according to the rules.)

1. Operationalizing the African Standby Force: A Protocol for Post conflict Reconstruction, Disarmament, Demobilization, and Reintegration (DDR) and Security Sector Reform to Prevent and Combat Terrorism and Violent Extremism.

2. Conflict Management and Resolution in:
 - a. Somalia
 - b. SADR/Morocco
 - c. Sudan
 - e. Cameroon
 - f. Ethiopia/Eritrea
 - g. Niger

ASSEMBLY OF HEADS OF STATE AND GOVERNMENT

1. Debate and Adopt Final Resolutions
2. Closing Ceremony and Adjournment

ETCETERA

A Note on Registration

The Secretariat will be open for registration starting at 9 a.m. on Thursday morning at the Washington Plaza Hotel. It is very important for delegations to register as soon as possible. Some delegations will be arriving on Thursday and will have early appointments at their Embassy, so not everyone will be able to register early and that is o.k. But try to get to registration and complete formalities as early as possible. Registration will continue at the Hotel until approximately 1 p.m. at which point the Secretariat will move to Howard University in preparation for the opening of the Model. Registration will resume at Howard University at approximately 2 p.m. for those delegations that did not have the opportunity to register earlier in the day.

Only one Delegate needs to attend registration. Each delegation will be given programs that will contain the schedule of events, the rules of procedure, the agenda, and other information. In addition each delegation will be given personal nametags. **Printed nametags will only be available if your delegation pre-registered (see below).** You can see that getting registered is not merely a necessary formality but will also bring with it the goods needed to function at the Model -- so get yourself registered at an early time.

Delegations should **pre-register** by **emailing** delegate and faculty advisor names to Dr. Jack Parson at parsonj@cofc.edu. The registration forms may also be mailed to Jack Parson, 988 Sea Gull Drive, Mount Pleasant, SC 29464, cellphone 843 442-2096. **Pre-registration will ensure that nametags are pre-printed and available in a timely way.**

The Model A.U. Secretariat

The Model A.U. Secretariat is the administrative office of the Model. Overall responsibility for the Secretariat is exercised by Faculty Advisors to the Model A.U. Secretariat under the authority of the Director.

The Secretariat does a number of things including:

1. Answering questions about the organization of the Model and the rules of procedure;
2. Dealing with physical facilities (rooms, chairs, etc.);
3. Advising the Officers of the Committees and Council;
4. Where unavoidable, the typing of resolutions;
5. Photocopying resolutions when necessary for the Committees;
6. Organizing the documentation for the Technical Meeting of Model and Committee Officers and Heads of State Meeting;

7. General advice for delegates and delegations where appropriate.

Please feel free to visit the Secretariat and to use its services. It is there to facilitate the meetings and does all that it can to achieve a worthwhile simulation.

Home Government

Home Government represents the Government of each delegation at the Model. Delegations may consult their Home Government on stands to be taken with regard to specific issues. Delegations should not have to consult their Home Government on the parameters of their foreign policy in general. Home Government may send messages to a delegation and may instruct a delegation to adopt a particular position.

Nitty Gritty or Everything Else You Wanted to Know About the Model A.U.

1. **The Embassy Visit.** The embassy visit is likely to be a highlight of your experience for reasons already alluded to. Please bear in mind that the Embassy is a real one where your briefing will be conducted by an actual diplomat. Don't argue with your briefer about his/her governments policies. Ask questions by all means but accept the answer whatever it is. The main purpose of the embassy visit is to confirm for yourself the policies of your government on the issues you will then spend several days debating.

2. **Diplomacy is a twenty-four hour activity.** You will find that as much goes on outside the formal debate of meetings as in the meetings themselves. Caucusing during formal meetings and lobbying over lunch, during breaks, and after hours will be important determinants of what happens. So, be prepared to be part of and enjoy a total immersion in the world of African international relations.

3. **Driving and Parking -- the perennial headache!** Driving and parking in D.C. is usually a problem. If you stay at the Washington Plaza Hotel you may park in the parking lot associated with the hotel at a rate of \$43.00 per day for self-parking.

4. **Committee and Council Officers -- Who they are and what they do.** The officers of the Executive Council and Committees are the Chair, Vice-Chair, Rapporteur, and Parliamentarian. The quality of the officers will have much to do with the smooth running of meetings and therefore the productivity of the meetings. The Chair should be someone who has some experience running meetings and is familiar with parliamentary procedure. The Chair should be able to work well with people and be able to accomplish compromises when necessary. The Chair should be patient but firm and self-assured. The Vice-Chair should have the same qualifications as the Chair since that person will assume the Chair in the absence of the Chair. This will occur for example when the Chair assumes the role of delegate representing a particular country on a resolution. The Rapporteur is responsible for acting as Secretary to the meeting and for being able to take minutes and carefully follow and organize the work of the meeting. The Rapporteur will work with the Secretariat in transmitting resolutions and in ensuring that the resolutions

of the Committee are accurately communicated to the Technical Meeting. The Rapporteur should be well organized. The Parliamentarian advises the Chair on parliamentary procedure. The Parliamentarian should be absolutely familiar with the rules of the Model A.U as well as Roberts Rules of Order.

Officers are appointed by the Director from among those who apply. Your faculty advisor has application forms. If you wish to be considered for appointment you must complete the form and your faculty advisor must endorse the application. You should consider applying. You do not have to have extensive prior Modeling experience or courses in parliamentary procedure. Both would, of course, be helpful. But if you are appointed you will have to work with your faculty advisor to make sure that you will be able to perform the duties of the office.

Please note that being appointed an officer of a Committee or the Council does not remove you from the process of debating and voting on resolutions. You will still represent your country and can participate in debate and vote. If your delegation has an extra delegate, that person may wish to sit on the Committee or Council thus freeing the delegate appointed as an officer from that role. But, if you are an Officer on a Committee or the Council you still have the right to participate. When you are speaking for your country you relinquish your role as an Officer to one of the other Officers as appropriate.

Immediately following the Constitutive Act of the African Union in this Handbook is the handbook for Committee officers. You should read that handbook. It will provide additional perspectives on what is expected of officers and on what delegates can expect from officers.

5. The Officers of the Assembly of Heads of State and Government. The Officers of the Assembly of Heads of State and Government are the Chair, Vice-Chair, Parliamentarian and Rapporteur. These Officers are appointed by the Director and will serve for the duration of the meeting. During the Assembly of Heads of State and Government meeting, the officers are officers of the Model and therefore are prohibited from representing a member state in substantive debate and in voting.

A FINAL ABSOLUTELY LAST WORD

For almost all of you the Model experience will be among the most eye-opening and important experiences you will ever have. You will learn things about Africa and Africans that will change your whole outlook on the continent, its people, and its prospects. You will also learn much about working with other people and about yourself. In preparing to play the role of an African Head of State or Minister of State and in playing that role at the Model you will become an African and find yourself going to the wall for causes of which you may be totally unaware right now. We invite you to lose yourself in these ways in this experience. It will change you and no doubt that change will be for the better.

**Now is the time to get to work!
See you in Washington!**

CONSTITUTIVE ACT OF THE AFRICAN UNION

We, Heads of State and Government of the Member States of the Organization of African Unity (OAU):

INSPIRED: by the noble ideals which guided the founding fathers of our Continental Organization and generations of Pan-Africanists in their determination to promote unity, solidarity, cohesion and cooperation among the peoples of Africa and African States;

CONSIDERING the principles and objectives stated in the Charter of the Organization of African Unity and the Treaty establishing the African Economic Community;

RECALLING the heroic struggles by our peoples and our countries for political independence, human dignity and economic emancipation;

CONSIDERING that since its inception, the Organization of African Unity has played a determining and invaluable role in the liberation of the continent, the affirmation of a common identity and the process of attainment of the unity of our continent and has provided a unique framework for our collective action in Africa and our relations with the rest of the world;

DETERMINED to take up the multifaceted challenges that confront our continent and peoples in the light of the social, economic and political changes taking places in the world;

CONVINCED of the need to accelerate the process of implementing the Treaty establishing the African Economic Community in order to promote the socio-economic development of Africa and to face more effectively the challenges posed by globalization;

GUIDED by our common vision of a united and strong Africa and by the need to build a partnership between governments and all segments of civil society, in particular women, youth and the private sector, in order to strengthen solidarity and cohesion among our peoples;

CONSCIOUS of the fact that the scourge of conflicts in Africa constitutes a major impediment to the socio-economic development of the continent and of the need to promote peace, security and stability as a prerequisite for the implementation of our development and integration agenda;

DETERMINED to promote and protect human and peoples' rights, consolidate democratic institutions and culture, and to ensure good governance and the rule of law;

FURTHER DETERMINED to take all necessary measures to strengthen our common institutions and provide them with the necessary powers and resources to enable them discharge their respective mandates effectively;

RECALLING the Declaration which we adopted at the Fourth Extraordinary Session of our Assembly in Sirte, the great Socialist People’s Libyan Arab Jamahiriya, on 9.9 99, in which we decided to establish an African Union, in conformity with the ultimate objectives of the Charter of our Continental Organization and the Treaty establishing the African Economic Community;

HAVE AGREED AS FOLLOWS:

Article 1

Definitions

In this Constitutive Act:

“Act” means the present Constitutive Act;

“AEC” means the African Economic Community;

“Assembly” means the Assembly of Heads of State and Government of the Union;

“Charter” means the Charter of the OAU;

“Commission” means the Secretariat of the Union;

“Committee” means a Specialized Technical committee of the Union;

“Council” means the Economic, Social and Cultural Council of the Union;

“Court” means the Court of Justice of the Union;

“Executive Council” means the “Executive Executive Council of the union;

“Member State” means Member State of the Union;

“OAU” means the Organization of African Unity;

“Parliament” means the Pan-African Parliament of the Union;

“Union” means the African Union established by the present Constitutive Act.

Article 2

Establishment

The African Union is hereby established in accordance with provisions of this Act.

Article 3

Objectives

The objectives of the Union shall be to:

- (a) achieve greater unity and solidarity between the African countries and the peoples of Africa;
- (b) defend the sovereignty, territorial integrity and independence of its Member states;
- (c) accelerate the political and socio-economic integration of the continent;
- (d) promote and defend African common positions on issues of interest to the continent and its peoples;
- (e) encourage international cooperation, taking due account of the charter of the United Nations and the Universal Declaration of Human Rights;
- (f) promote peace, security and stability on the continent;
- (g) promote democratic principles and institutions, popular participation and good governance;

- (h) promote and protect human and people's rights in accordance with the African Charter on Human and People's rights and other relevant human rights instruments;
- (i) establish the necessary conditions which enable the continent to play its rightful role in the global economy and in international negotiations;
- (j) promote development at the economic, social and cultural levels as well as the integration of African economies;
- (k) promote co-operation in all fields of human activity to raise the living standards of African peoples;
- (l) coordinate and harmonize the policies between the existing and future Regional Economic Communities for the gradual attainment of the objectives of the Union;
- (m) advance the development of the continent by promoting research in all fields, in particular in science and technology;
- (n) work with relevant international partners in the eradication of preventable diseases and the promotion of good health on the continent.

Article 4

Principles

The Union shall function in accordance with the following principles:

- (a) sovereign equality and interdependence among Member States of the Union;
- (b) respect of borders existing on achievement of independence;
- (c) participation of the African peoples in the activities of the Union;
- (d) establishment of a common defense for the African Continent;
- (e) peaceful resolution of conflicts among Member States of the Union through such appropriate means as may be decided upon by the Assembly;
- (f) prohibition of the use of force or threat to use force among Member States of the Union;
- (g) non-interference by any member States and their right to live in peace and security;
- (h) the right of the Union to intervene in a Member State pursuant to a decision of the Assembly in respect of grave circumstances, namely: war crimes, genocide and crimes against humanity;
- (i) peaceful co-existence of Member States and their right to live in peace and security;
- (j) the right of member States to request intervention from the Union in order to restore peace and security
- (k) promotion of self reliance within the framework of the Union;
- (l) promotion of gender equality
- (m) respect for democratic principles, human rights, the rule of law and good governance;
- (n) promotion of social justice to ensure balanced economic development;
- (o) respect for the sanctity of human life, condemnation and rejection of impunity and political assassination, acts of terrorism and subversive;
- (p) condemnation and rejection of unconstitutional changes of governments.

Article 5

Organs of the Union

1. The organs of the Union shall be:
 - (a) The Assembly of the Union;
 - (b) The Executive Council;
 - (c) The Pan-African Parliament;
 - (d) The Court of Justice;
 - (e) The Commission;
 - (f) The Permanent Representatives Committee;
 - (g) The Specialized Technical Committee;
 - (h) The economic, Social and Cultural Council;
 - (i) The Financial Institutions;
2. Other organs that the Assembly may decide to establish.

Article 6

The Assembly

1. the Assembly shall be composed of Heads of States and Government or their duly accredited representatives.
2. The Assembly shall be the supreme organ of the Union.
3. The Assembly shall meet at least once a year in ordinary session. At the request of any member State and on approval by a two-thirds majority of the member states, the Assembly shall meet extraordinary session
4. The office of the Chairman of the Assembly shall be held for a period of one year by a Head of State or Government elected after consultations among the Member States.

Article 7

Decisions of the Assembly

1. The Assembly shall take its decisions by consensus or, failing which, by a two-thirds majority of the Member States of the Union. However, procedural matters, including the question of whether a matter is one of procedure or not, shall be decided by a simple majority.
2. Two-thirds of the total membership of the Union shall form of quorum at any meeting of the Assembly.

Article 8

Rules of Procedure of the Assembly

The Assembly shall adopt its own Rules of Procedure.

Article 9

Powers and Functions of the Assembly

1. The functions of the Assembly shall be to:

- (a) determine the common policies of the Union;
 - (b) receive, consider and take decisions on reports and recommendations from the other organs of the Union;
 - (c) consider requests for Membership of the Union;
 - (d) establish any organ of the Union;
 - (e) monitor the implementation of policies and decision of the Union as well ensure compliance by all Member States;
 - (f) adopt the budget of the Union;
 - (g) give directives to the Executive Council on the management of conflicts, war and other emergency situations and the restoration of peace;
 - (h) appoint and terminate the appointment of the judges of the Court of Justice;
 - (i) appoint the Chairman of the Commission and his or her deputy or deputies and Commissioners of the Commission and determine their functions and terms of office.
2. The Assembly may delegate any of its powers and functions to any organ of the Union.

Article 10

The Executive Council

- A. The Executive Council shall be composed of the Ministers of Foreign Affairs or such other Ministers or Authorities as are designated by the Governments of Member States.
- B. The Executive Council shall meet at least twice a year in ordinary session. It shall also meet in an extra-ordinary session at the request of any Member State and upon approval by two-thirds of all Member States.

Article 11

Decisions of the Executive Council

1. The Executive Council shall take its decisions by consensus or, failing which, by a two-thirds majority of the Member States. However, procedural matters, including the question of whether a matter is one of procedure or not, shall be decided by a simple majority.
2. Two-thirds of the total membership of the Union shall form a quorum at any meeting of the Executive Council.

Article 12

Rules of Procedure of the Executive Council

The Executive Council shall adopt its own Rules of Procedure.

Article 13

Functions of the Executive Council

1. The Executive Council shall coordinate and take decisions on policies in areas of common interest to the Member States, including the following:
 - (a) foreign trade;
 - (b) energy, industry and mineral resources;
 - (c) food, agricultural and animal resources, livestock production and forestry;
 - (d) water resources and irrigation;
 - (e) environmental protection, humanitarian action and disaster response and relief;
 - (f) transport and communications;
 - (g) insurance;
 - (h) education, culture, health and human resources development;
 - (i) science and technology;
 - (j) nationality, residency and immigration matters;
 - (k) social security, including the formulation of mother and child care policies, as well as policies relating to the disabled and the handicapped;
 - (l) establishment of a system of African awards, medals and prizes.
2. The Executive Council shall be responsible to the Assembly. It shall consider issues referred to it and monitor the implementation of policies formulated by the Assembly.
3. The Executive Council may delegate any of its powers and functions mentioned in paragraph 1 of this article to the Specialized Technical Committees established under Article 14 of this Act.

Article 14

The Specialized Technical Committees Establishment and Composition

1. There is hereby established the following Specialized Technical Committees, which shall be responsible to the Executive Council:
 - (a) The Committee on Rural economy and Agricultural Matters;
 - (b) The Committee on Monetary and Financial Affairs;
 - (c) The Committee on Trade, Customs, and Immigration Matters;
 - (d) The Committee on Industry, Science and Technology, Energy, Natural Resources and Environment;
 - (e) The Committee on Transport, Communications and Tourism;
 - (f) The Committee on Health, Labour and Social Affairs; and
 - (g) The Committee on education, Culture and Human Resources.
2. The Assembly shall, whenever it deems appropriate, restructure the existing Committee or establish other Committees.
3. The Specialized technical Committees shall be composed of Ministers or senior officials responsible for sectors falling within their respective areas of competence.

Article 15

Functions of the Specialized Technical Committees

Each Committee shall within its field of competence:

- (a) prepare projects and programmes of the Union and submit it to the Executive Council;
- (b) ensure the supervision, follow-up and the evaluation of the implementation of the decisions taken by the organs of the Union;
- (c) ensure the coordination and harmonization of projects and programmes of the Union;
- (d) submit to the Executive Council either on its own initiative or at the request of the Executive Council, reports and recommendations on the provisions of this Act; and
- (e) carry out any other functions assigned to it for the purpose of ensuring the implementation of the provisions of this Act.

Article 16

Meetings

Subject to any directives given by the Executive Council, each Committee shall meet as often as necessary and shall prepare its Rules of Procedure and submit them to the Executive Council for approval.

Article 17

The Pan-African Parliament

1. In order to ensure the full participation of African peoples in the development and economic integration of the continent, a Pan-African Parliament shall be established.
2. The composition, powers, functions and organization of the Pan-African Parliament shall be defined in a protocol relating thereto.

Article 18

The Court of Justice

1. A Court of Justice of the Union shall be established;
2. The statute, composition and functions of the Court of Justice shall be defined in a protocol relating thereto.

Article 19

The Financial Institutions

The Union shall have the following financial institutions whose rules and regulations shall be defined in protocols relating thereto:

- (a) The African Central Bank;
- (b) The African Monetary Fund;
- (c) The African Investment Bank.

Article 20

The Commission

1. There shall be established a Commission of the Union, which shall be the Secretariat of the Union.
2. The Commission shall be composed of the Chairman, his or her deputy or deputies and the commissioners. They shall be assisted by the necessary staff for the smooth functioning of the Commission.
3. The structure, functions and regulations of the Commission shall be determined by the Assembly.

Article 21

The Permanent Representatives Committee

1. There shall be established a Permanent Representatives Committee. It shall be composed of Permanent Representatives to the Union and other Plenipotentiaries of Member States.
2. The Permanent Representatives Committee shall be charged with the responsibility of preparing the work of the Executive Council and acting on the Executive Council's instructions. It may set up such sub-committees, or working groups as it may deem necessary.

Article 22

The economic, Social and Cultural Council

1. The Economic, Social and Cultural Council shall be an advisory organ composed of different social and professional groups of the Member States of the Union.
2. The functions, powers, composition and organization of the Economic, Social and Cultural Council shall be determined by the Assembly.

Article 23

Imposition of Sanctions

1. The Assembly shall determine the appropriate sanctions to be imposed on any member state that defaults in the payment of its contributions to the budget of the Union in the following manner: denial of the right to speak at meetings, to vote, to present candidates for any positions or post within the Union or to benefit from any activity or commitments, therefrom;
2. Furthermore, any Member State that fails to comply with the decisions and policies of the Union may be subjected to other sanctions, such as the denial of transport and communications links with other Member States, and other measures of a political and economic nature to be determined by the Assembly.

Article 24

The Headquarters of the Union

1. The headquarters of the Union shall be in Addis Ababa in the Federal Democratic Republic of Ethiopia.
2. There may be established such offices of the Union as the Assembly may on the recommendation of the Executive Council determine.

Article 25

Working Languages

The working languages of the Union and all its institutions shall be, if possible, African Languages, Arabic, English, French and Portuguese.

Article 26

Interpretation

The Court shall be seized with matters of interpretation arising from the application or implementation of this Act. Pending its establishment, such matters shall be submitted to the Assembly of the Union, which shall decide by a two-thirds majority.

Article 27

Signature, Ratification and Accession

1. This Act shall be open to signature, ratification and accession by the Member States of the AU in accordance with the their respective constitutional procedures.
2. The instruments of ratification shall be deposited with the Secretary-General of the AU.
3. Any Member State of the AU acceding to this Act after its entry into force shall deposit the instrument of accession with the Chairman of the Commission.

Article 28

Entry into Force

This Act shall enter into force thirty (30) days after the deposit of the instruments of ratification by two-thirds of the Member States of the AU.

Article 29

Admission to Membership

1. Any African State at any time after the entry into force of this Act, notify the Chairman of the Commission of its intention to accede to this Act and to be admitted as a member of the Union.
2. The Chairman of the Commission shall upon receipt of such notification, transmit copies thereof to all Member States Admission shall be decided by a simple majority of the Member States. The decision of each Member State shall be transmitted to the

Chairman of the Commission who shall, upon receipt of the required number of votes, communicate the decision to the State concerned.

Article 30

Suspension

Governments which shall come to power through unconstitutional means shall not be allowed to participate in the activities of the Union.

Article 31

Cessation of Membership

1. Any state which desires to renounce its membership shall forward a written notification to the Chairman of the Commission, who shall inform Member States thereof. At the end of one year from the date of such notification, if not withdrawn, the Act shall cease to apply with respect to the renouncing State, which shall thereby cease to belong to the Union.
2. During the period of one year referred to in paragraph 1 of this Article, any Member State wishing to withdraw from the Union shall comply with the provisions of this Act and shall be bound to discharge its obligations under this Act up to the date of its withdrawal.

Article 32

Amendment and Revision

1. Any Member State may submit proposals for the amendment or revision of this Act.
2. Proposals for amendments or revision shall be submitted to the Chairman of the Commission who shall transmit same to Member States within thirty (30) days of receipt thereof.
3. The Assembly, upon the advice of the Executive Council, shall examine these proposals within a period of one year following notification of Member States, in accordance with provisions of paragraph 2 of this Article;
4. Amendments or revisions shall be adopted by the Assembly by consensus or, failing which by two-thirds majority and submitted for ratification by all Member States in accordance with their respective constitutional procedures. They shall enter into force thirty (30) days after the deposit of the instruments of ratification with the Chairman of the Commission by a two-thirds majority of the Member states.

Article 33

Transitional Arrangements and Final Provisions

1. This Act shall replace the Charter of the Organization of African Unity. However, the Charter shall remain operative for a transitional period of one year or such further period as may be determined by the Assembly, following the entry into force of the Act, for the purpose of enabling the AU/AEC to undertake the necessary measures

regarding the devolution of its assets and liabilities to the Union and all matters relating thereto.

2. The provisions of this Act shall take precedence over and supersede any inconsistent or contrary provisions of the Treaty establishing the African Economic Community.
3. Upon the entry into force of this Act, all necessary measures shall be undertaken to implement its provisions and to ensure the establishment of the organs provided for under the Act in accordance with any directives or decisions which may be adopted in this regard by the Parties thereto within the transitional period stipulated above.
4. Pending the establishment of the Commission, the OAU General Secretariat shall be the interim Secretariat of the Union.
5. This Act, drawn up in four (4) original texts in the Arabic, English, French and Portuguese languages, all four (4) being equally authentic, shall be deposited with the Secretary-General of the OAU and, after its entry into force, with the Chairman of the Commission who shall transmit a certified true copy of the Act to the Government of each signatory state. The Secretary-General of the OAU and the Chairman of the Commission shall notify all signatory States of the dates of the deposit of the instruments of ratification or accession and shall upon entry into force of this Act register the same with the Secretariat of the United Nations.

IN WITNESS WHEREOF, WE have adopted this Act.
Done at Lome, Togo, this 11th day of July, 2000.

**INTERNATIONAL MODEL AFRICAN UNION
OFFICERS HANDBOOK**

Congratulations on your appointment as an officer in the Model A.U. Your appointment creates both opportunities and obligations. Serving as an officer is an opportunity to develop your leadership skills. Officers also play a central role in finding solutions to pressing African problems. The Council or Committee progress toward those solutions will depend heavily on how well you organize and control debate, keep track of the paperwork, and facilitate debate through a smooth implementation of the Rules of Procedure.

Service as an Officer also carries significant obligations. Chief among these is the obligation to behave as an officer the Model A.U. and therefore simulate the work and character of an officer of the African Union itself. The integrity of the Model as a simulation of the real A.U. rests now on your shoulders and you have the obligation to shoulder that responsibility in a way that brings credit to the African nations who are the member states of the Organization. All delegates to the Model A.U. should live up to the provisions and ideals of the Treaty, but you as a Model officer have additional responsibility in this regard. This is the case because you now have the responsibility not just for your own individual behavior but for that of the delegates assembled.

Your appointment demonstrates that the Director and your faculty advisor feel that you will be able to make good use of the opportunities and will live up to the obligations of being an officer. This handbook is designed to help you in that task. It will be of use to you in describing the duties of each office and in providing certain resources that may facilitate your work. In addition, please feel free to consult the Faculty Advisors to the Council or your Committee, the other officers of the Model, and/or the Secretariat. The first thing to do is make a list of your officers.

COMMITTEE _____

CHAIR _____ Delegation _____

Cellphone _____ Room No. _____

VICE-CHAIR: _____ Delegation _____

Cellphone _____ Room No. _____

RAPPORTEUR: _____ Delegation _____

Cellphone _____ Room No. _____

PARLIAMENTARIAN: _____ Delegation _____

Cellphone _____ Room No. _____

OFFICERS MEETING

Officers will attend one or more virtual meetings before assembling in Washington. **All officers then will meet with the Secretariat** at 7:00 p.m. at the Washington Plaza Hotel on Thursday evening after the opening plenary at Howard University, 9:00 a.m. on Friday morning prior to the opening of the ordinary sessions of the Committees and Council and at 8:30 a.m. on Saturday before the final meetings. Additional meetings may be called as needed. During the meetings the Secretariat is available for advice, consultation and service to all officers at any time.

It is very important that the officers be present for the meeting on Thursday evening. We will review, discuss and answer questions about rules and procedures. It is essential that the officers of the committees understand and be on the same page with regard to the procedural aspect of the initial committee meetings on Friday morning.

On Saturday afternoon the Officers will meet with the Secretariat Staff in a Technical Meeting to prepare the agenda and documentation for the meeting of the Assembly of Heads of State and Government. This will ensure that the set of resolutions from each Committee is complete and is in the agreed order.

THE COUNCIL OR COMMITTEE CHAIR

The Office of Chair is a very important one. One of the easiest things to forget as a chair is the fact that you were appointed to serve. You are a facilitator, not a dictator. An effective Chair will mediate debate, not dictate. On the other hand, an effective Chair will not allow the members of the meeting to intimidate the officers either. As time for debate grows short, so will tempers and it will often be necessary to firmly stand by decisions already voted upon or handed down by the Secretariat. You need to be authoritative but not authoritarian. If you make a mistake in a decision, or see that withdrawing a decision made by the Chair will avoid unnecessary debate or bad feelings from delegates, do not be afraid to make the necessary change in the interest of the overall goal of the meeting. But if the unfavorable decision was necessary, be firm in your decision and then move on to the next order of business.

Keeping things moving is your primary job. Debate on substantive issues is also the reason for the meetings, so be more favorable to allowing time for debate on issues than for debate on procedure. If you and your parliamentarian work well together, and know the Rules of Procedure, the decisions you hand down are much more likely to be accepted and the meeting is less likely to get bogged down arguing about procedural matters. **It is important that you stay alert at all times to what is being debated and where it stands in the order of business.** If you are tired and need a break, or need to discuss some matter with another officer or delegate, then step down from office and let your Vice-Chair take over. **Never** allow yourself to project disinterest in what is happening on the floor by becoming distracted, because valuable time can be lost while you try to catch up with the argument and the resulting confusion will not inspire confidence in you as a leader. When you do step down from office for any reason (including taking the floor as a speaker in debate) do not reclaim the Chair until that

particular order of business has been completed. Once the Vice-Chair has taken over, allow him or her to follow that item of business through to completion.

It is absolutely essential that every Delegate has an equal opportunity to participate in debate. Debate must not be monopolized by a few delegates.

Sequence of Committee and Council Meetings

It is important for you to understand the sequence of Committee meetings. The first session follows directly after the opening session on Thursday afternoon. The first meeting is organizational in nature. The packet of draft resolutions will be circulated in Committees only and any questions will be answered. There will not be debate on substantive issues.

The substantive work begins on Friday morning and continues through to noon on Saturday. The Committees first order the priority of agenda topics and then begin substantive consideration of resolutions. It is worth describing these processes in more detail.

Setting the Agenda

The first order of business is to finalize the order in which the Committee or Council will take up its agenda topics. The meeting will have to set that order and pass it through a seconded motion with a two-thirds majority.

Developing Draft Committee Resolutions

Once the order of agenda topics is decided, you will need to group resolutions under each topic. Then the committee will proceed to develop consolidated draft resolutions on each of its topics. The committee may wish to have moderated caucuses on each topic so that resolutions sponsors can present their ideas before the process of consolidation begins. Once this step is accomplished or the committee decides to forego a moderated caucus, the committee will recess to an un-moderated caucus to allow sponsors to produce a draft resolution for consideration by the committee as a whole. Rules 43 and 44 describe moderated and unmoderated caucuses.

Debate

Once draft consolidated resolutions are complete, the committee resumes its substantive session. The rules for debate are clearly defined in the Rules of Procedure (as are the duties of the Chair, etc.). This section of the Rules is extremely helpful, and should be referred to whenever necessary.

A fundamental right in the democratic process is for each member to have his/her chance to be heard. There is no guarantee that anyone will listen, but unless each member can speak, you do not have a democratic process. But the right to speak, to be heard, carries with it some equally important limitations and obligations. Among the limitations are the number of times someone speaks may be limited to give everyone a chance to be heard, the duration of a speech may be limited for the same reason, and the number of speakers on one issue may be limited to ensure that all the issues (or

resolutions) are debated. You will have to make judgments about imposing such limits while at the same time ensuring that the process is a consultative and democratic one.

In addition there are certain procedural limits on debate:

Some motions are NOT debatable:

- a. motion to adjourn or recess;
- b. motion to table or take from the table;
- c. motion to limit or extend debate.

Some requests are NOT debatable:

- a. Point of Order or Inquiry;
- b. Question of Privilege;
- c. Object to consideration;
- d. Division of the assembly.

Some motions are subject to limited debate, that is, debate is limited to propriety:

- a. of referring matter to committee;
- b. of postponing matter to a specific time or day.

Among the obligations of members of Committees who speak are the following:

- a. to speak to (not around) the motion;
- b. to refrain from using obscene, dilatory, or inflammatory language;
- c. to refrain from personal attacks on members or officers;
- d. to address all remarks to the Chair;
- e. to use appropriate diplomatic language and behavior suited to the sovereign nation they represent.

Schedule for Meetings

Try to keep to the hours scheduled for the meetings. The Saturday morning meetings for Committees and the Executive Council will not under any circumstances go beyond the 1:00 p.m. as scheduled. All passed resolutions are due in the Secretariat by 1:15 p.m. on that day. All resolutions must be passed individually by a simple majority of the Committee. **It is not permissible for any Committee to pass all remaining resolutions *en bloc* just because time has run out.** Resolutions still to be debated die in Committee and may not be introduced to the Assembly of Heads of State and Government. Being mindful of this will help the Committee Officers, the Chair in particular, in allocating time for debate and in structuring the agenda topics.

OFFICE OF THE VICE-CHAIR

The primary duty of the Vice-Chair is to be available to take over the running of your meeting whenever the Chair is unavailable. The Chair will be unavailable when stepping down to participate in debate as a delegate from his or her country. If the Chair is absent, for whatever reason, at the starting time of the meeting the Vice-Chair will take over the office. During times when the Vice-Chair assumes the office of Chair, the responsibilities of the office are the same as for the Chair. When the Chair is ready to resume office, he or she will indicate that to the Vice-Chair and the Vice-Chair will finish the item of business under discussion then return the office to the Chair.

Meanwhile, what is a Vice-Chair to do?

In general, the Vice-Chair should be looking for ways to facilitate the meeting by helping out the other officers. The Rapporteur will be very busy and will need the most assistance. The Vice-Chair can help the Rapporteur keep track of resolutions and their disposition, help communicate with the Secretariat, answer questions delegates might have that do not require disrupting the meeting, and take messages from the Secretariat and communicate them to the Chair and Rapporteur at a convenient time. The Vice-Chair should be helping the chair by paying close attention to what is happening and be ready to advise the Chair on request.

The Vice-Chair, like all the other officers is expected to attend the meetings of Officers including the Technical Meeting on Saturday afternoon.

OFFICE OF RAPPORTEUR

The rapporteur is a busy person. The rapporteur has a variety of duties. None of these duties is particularly onerous alone but in combination these duties are a test of the rapporteur's organizing skills, management abilities, and patience. The rapporteur has the following responsibilities:

1. **Resolutions:** the rapporteur must keep track of the disposition of all resolutions. This includes their assignment to one or another agenda topic, their order of presentation to the meeting, the recording of the final wording of passed resolutions including any amendments which might be made, and the disposition of all resolutions including whether they were passed, tabled, or voted down.

2. **Debate:** the rapporteur is responsible for keeping track of the speakers list, i.e. of who are to speak and when. This is best done on a flipchart so that all delegates and officers know who is on the speakers list and in what order. The rapporteur is also responsible during debate for knowing the exact wording of any amendments to the motion on the floor. The rapporteur will have to keep careful track of amendments.

3. **Voting:** the rapporteur assists the Chair in counting votes. On roll call votes the rapporteur reads the roll and records the vote.

4. **Liaison with the Secretariat:** the rapporteur has responsibility for communicating passed resolutions to the Secretariat and for ensuring that all the resolutions passed are communicated in the appropriate order.

5. **Officers Meetings:** like the other officers, the rapporteur must attend all the Officers meetings including the Technical Meeting on Saturday afternoon.

This may seem a daunting list of duties. There is some advice and certain resources that will make the task more manageable. You should feel free to ask for the assistance of the other officers, particularly the Vice-Chair in helping with these duties. All the officers should act as a group in getting the work done and this often means lending a hand to the Rapporteur.

The speakers list takes some organizing. You may have a flipchart in the Committee room. As the Chair opens each speakers list, prepare the flipchart with columns and add the names of the countries as the Chair recognizes them. It will then be your responsibility to cross through each country as the delegate speaks, and notify the

Chair as to who is next in order. Leave room on the flipchart for additional speakers lists, since items may arise such as amendments which require a separate speakers list. If you do not have a flipchart the same procedure may be accomplished using pen and paper.

Whenever amendments to resolutions come up or resolutions are combined you must sit down and take careful notes on the proposed changes so that you can read them back to the delegates prior to a vote being taken.

When a vote is taken and a resolution is passed you must ensure that you have the exact wording, then mark the resolution as passed, number it, sign it, and see that it reaches the Secretariat.

When a roll-call vote is taken, or if attendance is to be taken by roll-call, it is your responsibility to call out the names of each country. A table is provided at the end of this section for your use in roll-call votes. As you go through alphabetically, calling the name of each country, the delegate may respond yes, no, abstain, or pass. Indicate the vote in the proper place except for pass responses, which you will leave blank. After the roll-call is complete, return to the beginning and call again only those who indicated pass and were left blank. At this time, they must vote yes, no, or abstain only. Once the roll-call is complete the rapporteur tallies the vote and reports the result to the chair.

RAPPORTEUR RECORD OF PASSED RESOLUTIONS

1 _____

#2 _____

#3 _____

#4 _____

#5 _____

#6 _____

#7 _____

Roll Call Record

Algeria										
Angola										
Benin										
Botswana										
Burkina Faso										
Burundi										
Cameroon										
Cabo Verde										
Central African Republic										
Chad										
Comoros										
Congo, Republic										
Congo, Democratic Republic										
Côte d'Ivoire										
Djibouti										
Egypt										
Eritrea										
Equatorial Guinea										
Ethiopia										
Gabon										
Gambia										
Ghana										
Guinea										
Guinea-Bissau										
Kenya										
Lesotho										
Liberia										
Libya										
Madagascar										
Malawi										
Mali										
Mauritania										
Mauritius										
Morocco										
Mozambique										
Namibia										
Niger										
Nigeria										
Rwanda										

SahrawiADR										
São Tomé & Príncipe										
Senegal										
Seychelles										
Sierra Leone										
Somalia										
South Africa										
South Sudan										
Sudan										
eSwatini										
Togo										
Tunisia										
Uganda										
Tanzania										
Zambia										
Zimbabwe										

OFFICE OF PARLIAMENTARIAN

Seated near the presiding officer, the parliamentarian can offer advice whenever the presiding officer needs it, can help anticipate and avoid a troublesome situation before it arises, and can point out errors in procedure when they arise. The presiding officer is still responsible for his or her own decision, thus he or she may accept or reject the advice of the parliamentarian; but the presiding officer is not above the bylaws of the Model A.U., nor the established rules of parliamentary procedure. Of course, it is expected that the parliamentarian will use diplomacy whenever advising the presiding officer, and not embarrass him or her unnecessarily. **The parliamentarian is expected to be fully familiar with the rules of parliamentary procedure as well as the Rules of Procedure of the Model A.U., the Constitutive Act of the A.U., and Roberts Rules of Order.**

The parliamentarian must follow the course of debate as closely as does the presiding officer, the Chair. The parliamentarian must always be aware of what motions are on the floor, the order of precedence of motions, and the situation regarding the speeches under the speakers list.

The Parliamentarian should have a legal pad so that he or she may keep a running record of which motions are on the floor and the results of each vote taken. The parliamentarian should hold this record until the Assembly of Heads of State and Government has completed its work as there will sometimes be an informal question as to how the vote went on a specific resolution in the Committee. In addition, the duties of the Parliamentarian include:

1. Assisting the Chair or Vice-Chair in counting the number of votes by show of placards on each motion;
2. If speakers in debate are limited to a specific length of time, it will be your responsibility to time the speakers and stop them at the end of the designated period. The parliamentarian will also make certain that whenever a speaker yields any portion of his time remaining to another delegate that this is done only before he begins to speak, and the parliamentarian will limit the time of the second delegate to that remaining when the first has completed his or her speech;
3. The parliamentarian will assist the other officers in executing the work of the Committee.

The Parliamentarian, like the other officers, is expected to attend the Officers meetings including the Technical Meeting on Saturday afternoon.