

WESMUN 2025

wesmun@westminster.org.uk

#WESMUN25

CHAIRING: A GUIDE

The role of the Chair is to lead and supervise the debate for the delegates. Chairs will decide how the debate is run based on WESMUN procedure.

The following guide is an example of the Chair's role in debate.

1. The Chair begins by calling the house to order and conducting a roll call.
2. The Chair will set a reading time for a resolution and call on the main submitter to read their resolution and deliver a speech. The Chair will ask the main submitter if they permit points of information and follow as necessary. The Chair will allow the main submitter to yield the floor to another delegate.
3. The Chair will allow debate for time for the resolution, then against, or well as open debate, allowing points of information and yielding when necessary, also keeping track of time constraints.
4. The Chair must lead debate for amendments when necessary and allow for the relevant debate to ensue regarding the amendment. If the amendment is approved, the chair must remind delegates to add this amendment to their resolutions. Chairs should strive to choose constructive amendments when deciding which delegates should approach the podium during debate against or open debates (i.e. the time where amendments are received).
5. During voting procedures Chairs must suspend note passing and be careful to ensure the vote has been fair and accurate. The Chair must be aware of when abstentions are in order.

Other responsibilities of chairing:

1. The Chair must entertain motions (such as those to move to previous questions or extend points of information). The Chair must make sure there are no objections before entertaining such motions.
2. The Chair may answer points of personal privilege, points of order, points of parliamentary procedure, and points of inquiry.
3. The Chair must strive to make the debate constructive and fluid.
4. The Chair should have zero tolerance for racism and cultural, national and religious insensitivity.
5. The Chair should try to let every delegate speak and avoid calling on only a small group of delegates (even if they raise their placards). Try to expand the width of participation, yet if necessary; call on the same delegates if they are the only ones who are raising their placards.

DOs for Chairs:

- Only interfere when necessary;
- Try to be entertaining and educative (avoid monotonous and robotic speech);
- Repeat questions and amendments if you feel delegates have not heard them;
- Respect your co-chairs;
- Admit errors with 'the chair stands corrected'.

DON'Ts for Chairs:

- Abuse your authority;
- Disregard notes from delegates;
- Look bored;
- Allow the house to get out of hand.