

NSTF – MINI EUROPEAN ASSEMBLY

RULES AND REGULATIONS

A. PREAMBLE

There shall be an educational project of the National Student Travel Foundation (Malta), hereinafter referred to as NSTF, which is an annual assembly of teams of students registered at post-secondary and first year tertiary level educational establishments in Malta and Gozo.

B. NAME

The assembly shall be known as the NSTF-MINI EUROPEAN ASSEMBLY, hereinafter referred to as the Assembly.

B. OBJECTIVES

The objectives of the Assembly shall be to train students in team-work, research, analysis and presentation, report and resolution writing, public speaking, debate and procedures, mutual respect, current affairs, and to complement their formal education through discussion on relevant European affairs.

C. RULES AND REGULATIONS

The rules and regulations that govern the Assembly shall be those set out hereunder:

1. CONSTITUTION OF THE ASSEMBLY

- 1.1 The Assembly shall be made up of teams of students registered at post-secondary and first year tertiary level educational establishments in Malta and in Gozo, of a panel of judges, of a Chairperson of the plenary session, and of a Keynote Speaker to the plenary session, meeting together in plenary session (hereinafter also referred to as the plenary), and of the teams of students meeting together in committee meetings (hereinafter also referred to as the committee) under the direction of the NSTF Head – Educational and Cultural Affairs or his nominee.
- 1.2 The number of teams that may be registered to participate shall be an even number of not less than eight (8) teams and not more than fourteen (14) teams.
- 1.3 The number of plenary sessions in any one academic year shall be the number of registered teams divided by two, but not less than five.
- 1.4 The number of committee meetings in any one academic year shall be not less than the number of plenary sessions in that year.

2. FORMAT OF THE ASSEMBLY

- 2.1.1 The Assembly shall be a debating assembly between teams and independently on an individual basis, conducted on a competitive basis.
- 2.1.2 The Assembly shall be convened by NSTF anytime during the academic year from October to May.
- 2.1.3 Each team of students shall represent a member country of the Council of Europe and shall present itself in the Assembly in the name of that country.
- 2.1.4 Each student shall be present at, and participate as deemed fit in, each plenary and each committee, and any other meeting or event called by NSTF.
- 2.1.5 The final results of the panel of judges shall be made public after that the winners are declared.
- 2.1.6 Communications, reports, resolutions and other documents shall be in printed or electronic version, both versions being equally valid. In case of dispute the last version registered at NSTF by the original dispatching or editing entity shall be deemed to be the authoritative version.

The Plenary Sessions

- 2.2.1 The plenary of the Assembly shall be run according to the procedures of the Council of Europe.
- 2.2.2 The topics for debate at the plenary shall be determined and formulated by the panel of judges, subject to ratification by NSTF.
- 2.2.3 Each plenary shall be conducted by a Chairperson who is a local or foreign public figure or person of standing, or by a member of NSTF, and whose ruling at any plenary shall be final and binding on the proceedings of that session.
- 2.2.4 Each plenary shall be addressed by a Keynote Speaker who is knowledgeable in the topic selected for debate and who shall be expected to speak for twenty minutes, but the absence of a Keynote Speaker shall not invalidate a plenary.
- 2.2.5 Each plenary shall be adjudicated by at least three members from the panel of judges, but in cases of 'force majeure' the Chairperson of the plenary may rule otherwise.

The Committee Meetings

- 2.3.1 The committee of the Assembly shall be run according to the procedures of the European Parliament save that country teams shall substitute political groupings.
- 2.3.2 The committee, in its preparatory format, shall be a forum for the exchange of knowledge and information on European Institutions, their structures and workings and shall be convoked by NSTF when deemed appropriate.
- 2.3.3 The committee, in its lobby format, shall be in preparation of a plenary and shall be convoked by NSTF prior to the plenary.
- 2.3.4 All teams shall prepare themselves for the committee, in its lobby format, shall exchange views on the topic selected for debate at the forthcoming plenary, and shall work together in a spirit of consensus.
- 2.3.5 The committee may be addressed by experts in the topic under consideration.
- 2.3.6 NSTF may charge one or more students to equip themselves on the information to be exchanged at a meeting, and to lead the exchange.
- 2.3.7 The NSTF Head – Educational and Cultural Affairs or his nominee, shall be assisted by three facilitators, members of the NSTF Alumni, past participants of the Assembly but independent of all participating teams, who shall facilitate the committee, monitor participation and proceedings, and present their assessment to the Chairperson of the panel of Judges.
- 2.3.8 Judges will pass on feedback on the proceedings of the Plenary Session to the Team Co-ordinators or to the NSTF Head – Educational and Cultural Affairs and this evaluation and direction will be passed on to the whole Assembly during the Committee Meeting in oral and/or electronic format.

3. CONSTITUTION OF THE TEAMS

- 3.1 Each team shall be made up of six students, namely four delegates and one alternate, and a co-ordinator, and each student must register with NSTF to participate.
- 3.2 To be eligible to participate in a team, a student must be registered in the first or second year of a post-secondary course of a school or college in Malta or Gozo, or in the first year of the Foundation, diploma or degree course at the University of Malta.
- 3.3 To be eligible to register as a delegate or alternate, a student must not have been registered twice before. To be eligible to register as a co-ordinator a student must not have been registered three times before.
- 3.4 A team shall register itself with NSTF in the name of a post-secondary course, or post-secondary school, college, or faculty or institute of the University of Malta, and shall submit to NSTF a clearance note to use the name, issued by the authority responsible for the course or institution in whose name the team is registering itself.
- 3.5 A team shall register itself with NSTF by no later than the appointed day, which day shall be determined by NSTF and communicated accordingly in advance.
- 3.6 The date of the first committee meeting, shall not be before the lapse of two weeks counted from the appointed day for registration.
- 3.7 The registration of a team and its students shall include the name of the institution, the name, date of birth,, home address, telephone number, e-mail address, course of studies, designation within the team, and signature of acceptance of each student to participate in the Assembly and to abide by these rules and regulations and decisions of NSTF on the Assembly. Each student shall complete a personal application form.
- 3.8 Each delegate and team shall abide by these rules and regulations which govern the NSTF Mini European Assembly.
- 3.9 Each student shall respect and abide by the decisions of the panel of judges and shall refrain from any form of lobby with, or intervention in the functions of, the judges.
- 3.10A student, or team, shall address any query of substance in respect of these rules and regulations to NSTF who may direct that this be forwarded in writing prior to consideration.
- 3.11An alternate shall enjoy the same status as a delegate, acts as a delegate at any plenary when not more than three delegates are present, may interchange role with a delegate, save that at any plenary no more than four delegates shall represent the team and no interchange takes place during the plenary.
- 3.12A student registered with a team shall not be permitted to change registration or be co-opted to another team within the last seven days prior to the first committee or at any other time thereafter throughout the Assembly.
- 3.13A student shall endeavour not to withdraw from the Assembly once accepted, save in extreme circumstances when he/she must notify NSTF without delay. A student may be dismissed by NSTF for gross misconduct in breach of these rules and regulations and decisions of NSTF on the Assembly, or may be dismissed by a two- thirds majority of the team. The team so affected may co-opt up to one other eligible student to fill the vacancy so created and shall register the co-opted student with NSTF no later than two clear days prior to the next coming plenary or committee.
- 3.14No team shall consist of two or less delegates unless specifically sanctioned for a plenary by the NSTF Head – Educational and Cultural Affairs. The co-ordinator shall not be counted in this number.

- 3.15 Acceptance of registration and dismissal of a team or of a student within a team is at the sole discretion of NSTF.
- 3.16 Within two weeks from the appointed day of registration, NSTF shall call one or more induction meetings of all registered teams to brief them on the proceedings of the Assembly and shall assign by chance to each team the name of the country the team is to represent from a list of names of countries selected from among full members of the Council of Europe.

4. TEAM CO-ORDINATORS

- 4.1 The role of the team co-ordinator shall be to guide, advise and assist the delegates in preparing themselves for committee and plenary, for the report or resolution and to provide direction and feedback on performance.
- 4.2 The co-ordinator shall be the liaison between NSTF and the delegates of the team.
- 4.3 The co-ordinator need not be registered in the same course or educational institution as the delegates of the team but must be an Assembly Alumni.
- 4.4 The co-ordinator may make interventions during a plenary when the complement of delegates is not more than three, but cannot regularly take up a delegate's seat.
- 4.5 Any information or feedback passed on from NSTF or from any of the Judges to a co-ordinator shall be deemed to have been passed on to all the students of the team, and a co-ordinator shall ensure that each delegate of the team is duly and timely informed.
- 4.6 The co-ordinator shall ensure the timely and proper presentation of the team's report or resolution to NSTF.
- 4.7 The co-ordinators of the teams presenting the report and the resolution at any plenary shall, within three (3) clear days from the date of that plenary, present to NSTF in electronic attachment format, an article on the topic and proceedings of that plenary of not more than four hundred (400) words written in English in a form that permits unedited publication in the printed media, together with a high resolution photograph of the team, to be published in the name of the team.
- 4.8 The co-ordinator shall exercise discipline within the team and ensure the regular, smart and punctual attendance at all committee meetings and plenary sessions, and at representation events of the Assembly.
- 4.9 Whenever the post of co-ordinator is vacant, the delegates of the team shall nominate one of their number to liaise between it and NSTF, and shall inform NSTF at the earliest opportunity accordingly.

5. REPORTS AND RESOLUTIONS

- 5.1 Each team shall be charged to prepare and present an own report or resolution on the topic for debate at a plenary.
- 5.2 The selection of the team to prepare a report or a resolution shall be drawn by chance from among all teams, not already so selected, immediately after the holding of a plenary, save that for the first plenary the selection shall be made at an induction meeting within two weeks from the appointed day for registration.
- 5.3 The report shall not be longer than twenty (20) A4 size printed pages using one and a half line spacing and point size ten (10) including charts, tables and bibliography and must be an original script of the team. Plagiarism shall be penalised.

- 5.4 The resolution preamble shall not be longer than one(1) A4 size printed page using one and a half line spacing and point size not smaller than ten (10), and shall be drafted in appropriate format, directly to the point with each new concept distinctly introduced and numbered, and, if necessary, carrying appropriate and numbered sub-divisions.
- 5.5 The report shall be presented to NSTF in electronic attachment format and in bound format in twelve (12) copies at the latest before 12.00 noon of the fourth clear day (i.e. excluding the day of the plenary) prior to the plenary at which it is to be tabled, and NSTF shall immediately thereafter forward the electronic attachment as is to each team co-ordinator. Each team may print its own copy of the reports.
- 5.6 The resolution shall be presented to NSTF in electronic attachment format and in bound format in twelve (12) copies at the latest before 12.00 noon of the third clear day (i.e. excluding the day of the plenary) prior to the plenary at which it is to be tabled, and NSTF shall immediately thereafter forward the electronic attachment as is to each team co-ordinator. Each team may print its own copy of the resolution.
- 5.7 The team presenting the resolution is to incorporate all accepted amendments into the tabled resolution and present to NSTF in electronic attachment format and in bound format in two (2) copies, the adopted amended resolution within five (5) days from the date of the plenary, and NSTF shall immediately thereafter forwarded the electronic attachment as is to each team co-ordinator. Each team may print its own copy of the amended resolution.
- 5.8 Each team shall appoint not more than two rapporteurs to introduce its report, or its resolution, and shall register the rapporteur/s with NSTF no later than three (3) clear days prior to the start of the plenary.
- 5.9 The rapporteur/s introducing the team's report shall be allotted a maximum of six (6) minutes, of which no less than 90 seconds shall be in the French language.
- 5.10 The rapporteur/s introducing the team's resolution shall be allotted a maximum of five (5) minutes, of which no less than 90 seconds shall be in the French language.
- 5.11 Where a team appoints two rapporteurs to introduce its report or resolution, one rapporteur shall use the French language exclusively.
- 5.12 The rapporteur/s introducing the team's report shall open the plenary debate and shall be immediately followed by the rapporteur/s appointed to introduce the team's resolution.
- 5.13 The rapporteur/s' introduction shall in the main be delivered 'viva-voce' with marginal reading, save that the introduction in the French language may draw more heavily, but not exclusively, upon the written word.
- 5.14 The rapporteur to introduce the report other than in French shall wind up the debate at the end of the delegate interventions on the report in no more than four (4) minutes.
- 5.15 Copies of each report and resolution shall be forwarded by NSTF to the panel of judges for adjudication of the team's efforts.
- 5.16 No document other than that containing the report or resolution as specified in these rules shall be considered valid by the panel of judges if presented by any team at any plenary.

6. DELEGATE INTERVENTION ON THE REPORT

- 6.1 Each team shall be entitled to make an intervention of not more than three minutes on the report covering the topic for discussion during each plenary.

- 6.2 Each team shall nominate one delegate, different from the rapporteur/s, to make this intervention and shall register this delegate with NSTF no later than three (3) clear days prior to the plenary in question.
- 6.3 No delegate, other than a rapporteur, shall be allowed to intervene more than once within the first four plenary sessions.
- 6.4 No delegate shall be allowed to intervene as rapporteur in the fourth session if s/he had not already intervened in any of the previous three plenary sessions.
- 6.5 A delegate shall deliver 'viva-voce', devoid of reading, his/her intervention on the topic under discussion and on the report, from the point of view of the country being represented combined with the European perspective.
- 6.6 Where a team fails to register a delegate nominated to intervene at a plenary under article 6.2 above, the team shall lose its entitlement to make an intervention at that plenary, but the Chairperson may, notwithstanding and time permitting, concede to permit an intervention subject to the forfeiting of two (2) points from the average awarded by the panel of judges.
- 6.7 A team may notify NSTF with a change of name of the delegate nominated to make an intervention, subject to articles 6.3 and 6.4 above, up to ten minutes prior to the start of the session, and any change effected thereafter shall be considered as an invalid intervention by the adjudicating judges.
- 6.8 Each team shall be entitled to ask one question of not more than thirty (30) seconds to any team on the latter's intervention. Such team shall not be permitted to make statements, interventions or ask supplementary questions.
- 6.9 The team to whom the question is posed has a maximum of thirty (30) seconds in which to formulate its reply after which it forfeits its right of reply and two (2) points from the average awarded by the panel of judges. The reply is not to be longer than ninety (90) seconds.

7. DELEGATE INTERVENTION ON THE RESOLUTION

- 7.1 A delegate from the team to introduce the resolution shall table the resolution and open the debate to the floor in no more than one (1) minute.
- 7.2 Each team that wishes to propose an amendment to one or more operative clause or sub-clause number of the resolution as tabled shall submit its amendment/s at the registration desk by no later than ten (10) minutes prior to the commencement of the plenary in question.
- 7.3 Each amendment must be submitted in four (4) copies in print or legible handwriting on the apposite form and must include the plenary session topic, the resolution number, the country and signature of the delegate submitting the amendment, the two (2) countries and signatures of their two (2) delegates seconding the amendment, the resolution operative clause or sub-clause number that is to be amended, and the proposed amendment correctly formulated, failing which the amendment shall be deemed invalid and not be put forward by the Chairperson.
- 7.4 No team that has not so tabled a written amendment shall be deemed to have proposed an amendment.
- 7.5 No team shall submit amendments to more than four (4) resolution operative clause numbers and their sub-clause numbers if any, or to operative sub-clause numbers.
- 7.6 The Chairperson shall put forward in order of the resolution operative clause or sub-clause number any valid tabled amendments to the resolution and shall call upon the country submitting that amendment to present its amendment.
- 7.7 The team called upon to introduce its amendment shall nominate a delegate to first read out the proposed amendment and thereafter to support the purpose of

- the amendment in no more than two (2) minutes. Such delegate shall commence by calling out his/her name for the attention of the panel of judges.
- 7.8 Where more than one team proposes an amendment to the same operative clause number, the Chairperson shall establish at his/her discretion the order in which he/she invites all the teams introduce their amendment, with the second team introducing its amendment as a counter amendment, and if more than two amendments are submitted, the counter amendment to the counter amendment and so on. The Chairperson shall accept changes to such amendments that are a compromise formulation reached amongst the presenting teams.
 - 7.9 Where more than one team proposes an amendment to the same operative clause number, any of the proposing team/s may either withdraw its/their proposed amendment, or may negotiate a compromise formulation to reduce the number of counter amendments, or present their amendments in their original form.
 - 7.10 The Chairperson shall invite the team presenting the resolution to declare which, if any, amendment and/or counter amendment is acceptable to it for incorporation into the resolution, and such amendment and/or counter amendment shall be so incorporated without intervention.
 - 7.11 The Chairman shall invite the team presenting the resolution to present its case against accepting the amendment and/or counter amendment, if any, in no more than two (2) minutes. Any such delegate shall first call out his/her name for the attention of the panel of judges.
 - 7.12 The Chairman shall, at his/her absolute discretion time permitting, call upon any delegate from any team to make an intervention for or against any proposed amendment or counter-amendment still under consideration and may select to balance and/or limit such debate and/or delegate, and/or pass to the vote. Any such delegate shall first call out his/her name for the attention of the panel of judges.
 - 7.13 No delegate so called upon under article 7.12 shall not limit him/herself to the original operative clause or sub-clause number in question, as amended, of the resolution, and/or the proposed amendment and/or counter-amendment/s still under consideration, and this for not more than one (1) minute.
 - 7.14 The Chairperson shall put the counter amendment/s and/or amendment to the vote starting by the last counter-amendment to be introduced under article 7.8.
 - 7.15 Each team shall nominate only one delegate to vote on its behalf by raising high the country's flag when so called by the Chairperson and such delegate shall maintain the flag up high until so told by the Chairperson.
 - 7.16 An amendment or counter-amendment shall be deemed to have been carried if it obtains the assent of at least fifty percent of the teams participating in the vote, abstentions being counted as votes against.
 - 7.17 Time permitting the Chairperson may again put the question under article 7.6 above but shall rule out of order any proposed amendment to an operative clause number that has already been voted upon.
 - 7.18 The Chairperson shall call for a list of speakers on the resolution as amended, and may, at his/her absolute discretion, leave the list open throughout the debate.
 - 7.19 The Chairman shall, at his/her absolute discretion time permitting, call upon any delegate from any team on the list to make an intervention on the resolution as amended and may select to balance and/or limit such debate and/or delegate. Any such delegate shall first call out his/her name for the attention of the panel of judges and shall intervene for not more than one minute.
 - 7.20 The rapporteur to introduce the resolution other than in French shall wind up the debate for the resolution at the end of the delegate interventions in no more than four (4) minutes.

- 7.21 The resolution as amended shall be put to the vote and shall be deemed to have been carried if it obtains the assent of at least fifty percent of the teams participating in the plenary at the time the vote is taken.
- 7.22 The total time allocated for this part of the session, from the tabling of the resolution under article 7.1 onwards, inclusive of any and all voting on the resolution and amendments thereto shall not exceed forty-five minutes save that the Chairperson shall exercise the discretion not to determine the debate and to consider any pending tabled amendments and/or delegates wanting to intervene even if this time limit is exceeded.

8. PANEL OF JUDGES

- 8.1 The panel of judges shall be composed of not less than five and not more than eight persons including a Chairperson appointed by NSTF.
- 8.2 The members of the panel of judges shall be selected by NSTF from among persons who in the opinion of NSTF are collectively qualified and/or versed in European institutions, structures, current affairs, legal matters, politics, economics, education and culture, to execute the responsibility with justice and diligence.
- 8.3 The judges shall determine and formulate, subject to ratification by NSTF, the list of topics for debate at each plenary at least two clear weeks prior to the first plenary, and may review the list in agreement with NSTF giving at least two clear weeks between the determination of a topic and its debate at a plenary.
- 8.4 The panel of judges shall advise NSTF on all aspects of the Assembly.
- 8.5 The judges shall adjudicate the teams, and the delegates, in the Assembly according to these rules and regulations, shall award points to each team during the debate, questions and replies on the report, and to each delegate participating in the debate on the resolution, and establish a descending order of merit, shall declare the awardees of any special prizes and the NSTF Ambassadors, and shall declare an order of merit of the first three teams with the highest aggregate points.
- 8.6 The procedure of the panel of judges shall be in the hands of the Chairperson who shall direct according to what is customary fair and reasonable.
- 8.7 The adjudicating judges at any plenary shall not be less than three, but in cases of 'force majeure' the Chairperson of the plenary may rule otherwise.
- 8.8 The panel of judges shall be assisted by a group of not more than five NSTF Alumni, past participants of the Assembly but independent of all participating teams, who shall facilitate the committees, monitor proceedings and participation, and present their assessment, soon after the committee and before the upcoming plenary, to the Chairperson of the panel of judges in terms of these rules and regulations.
- 8.9 The assessment of the committees shall be incorporated into the final result of the panel of judges.
- 8.10 The Chairperson of the panel of judges shall announce the results of the adjudication at the end of the final plenary for the year, and shall make an intervention as deemed fit on behalf of the panel of judges.
- 8.11 NSTF shall make public the final results of the panel of judges after the declaration of the adjudication.
- 8.12 One of the Judges may be invited to explain the procedures of Adjudication to the student participants during the Introductory Meeting before the First Committee Meeting. After the results are made public, the Judges, in the role of "educators" will be given the opportunity to meet with the students to give them constructive feedback on their performance during the whole edition.

9. ADJUDICATION

9.1 The criteria for adjudication at each plenary shall be:

- i. Ability to follow these rules and regulations
- ii. Ability to combine the European perspective with that of the country represented
- iii. Level of research and analysis.
- iv. Document content, development, structure, syntax and originality of ideas and of script
- v. Relevance of presentation to the topic under discussion.
- vi. Participation in the debate on the resolution and content
- vii. Delivery, presentation, clarity of expression and formulation of ideas
- viii. Originality, spontaneity and argumentation
- ix. Presence, punctuality, smartness in appearance, and conduct.

9.2 The criteria for adjudication at each committee shall be:

- i. Ability to follow these rules and regulations
- ii. Level of preparation
- iii. Constructive input throughout discussion
- iv. Presence, punctuality and conduct

9.3 The judges have the authority to penalise accordingly any delegate or team found to be in breach of any of these rules and regulations.

10. PRIZES

10.1 The prizes associated with the Assembly shall primarily be educational in nature and intended to enhance the personal development and international contacts of the awardees.

10.2 The annual principal prizes shall be determined and offered by NSTF.

10.3 NSTF shall endeavour to extend the number of prizes that may be awarded in any one year through the invitation of sponsorships or Assembly partnerships.

10.4 The delegates of the first three teams with the highest aggregate number of points, the delegate who would have demonstrated the best debating potential throughout the sessions, and the first ten delegates in the list of descending order of merit, other than these aforementioned, shall each be named "Ambassador of the NSTF-Mini European Assembly" for the academic year in question.

10.5 The team with the highest aggregate number of points shall be awarded an educational tour to the seats of the Council of Europe in Strasbourg and of the European Commission in Brussels inclusive of briefings and meetings with personalities at each seat.

10.6 The team with the second and third highest aggregate number of points shall be awarded the same educational tour as the team placed first, save that the team placed second will forfeit the estimated equivalent of 50% of the expenses of the tour, and that placed third the full estimated equivalent. (I was under the impression that it was 75%, i.e. they pay for 75% of the expenses)

10.7 Subject to acceptance by the Speaker of the House of Representatives, there shall be the "Best Speaker Award" offered by the Speaker of the House of Representatives to be awarded to the delegate who would have demonstrated

- the best debating potential throughout the plenary. The prize is valued at EUR 250..
- 10.8 Subject to acceptance by the Ministry responsible for Education and Culture there shall be the “Best Effort Award” awarded by the Ministry for Education and Culture, to be awarded to the delegate who would have demonstrated the most all-round progress throughout the plenary. The prize is valued at EUR 250..
- 10.9 Subject to acceptance by the Malta Enterprise, there shall be the “Malta Enterprise Award for Participation at the Model European Parliament” and the “Malta Enterprise Award for Participation in the European Youth Parliament” to be awarded, subject to the rules of this Parliament, to the delegates who would have been named “Ambassador of the NSTF-Mini European Assembly”, save that, if delegates are named from the first three teams and their placing in the descending order of merit fall within the number invited to participate in the European Youth Parliament and Model European Parliament, then, not more than the one delegate who has the highest number of points from among the named delegates in his/her respective team, and subject to a maximum of the two delegates with the highest number of points from the three, if applicable, and no named delegate from among the awardees of the prizes under articles 11.7 and 11.8 above, if any, shall be permitted to participate. ???
- 10.10
- 10.11 The named delegates shall be awarded a Certificate “Ambassador of the NSTF-Mini European Assembly” for the academic year in question.
- 10.12 Ambassadors of the NSTF-Mini European Assembly shall be first called upon by NSTF to participate in any event that may arise, locally or overseas, in connection with the principles and/or promotion of the Assembly, and shall make all effort to participate. This opportunity shall remain valid for one academic year after the end of the year in question or until students from the next edition are appointed “Ambassadors of the NSTF Mini European Assembly”
- 10.13 Ambassadors of the NSTF-Mini European Assembly shall conduct themselves in a manner commensurate to the dignity of such a function at any and all events of, or associated with the NSTF-Mini European Assembly.

NOTE: These rules and regulations may only be updated by approval of the NSTF Secretary General prior to the first plenary of any edition, save in cases of *force majeure*.

Version update 06 August 2008.

NSTF – MINI EUROPEAN ASSEMBLY

STANDING ORDERS FOR THE PLENARY (EXTRACTED FROM THE RULES AND REGULATIONS)

2. FORMAT OF THE ASSEMBLY

2.2.5 Each session shall be adjudicated by at least three members from the panel of judges, but in cases of 'force majeure' the Chairperson of the session may rule otherwise.

3. CONSTITUTION OF THE TEAMS

3.13 No team shall consist of two or less delegates unless specifically sanctioned for a plenary by the NSTF Head – Educational and Cultural Affairs. The co-ordinator shall not be counted in this number.

4. TEAM CO-ORDINATORS

4.4 The co-ordinator may make interventions during a plenary when the complement of delegates is not more than three, but cannot regularly take up a delegate's seat.

5. REPORTS AND RESOLUTIONS

5.9 The rapporteur/s introducing the **team's report** shall be allotted a maximum of **six (6) minutes**, of which **no less than 90 seconds** shall be in the French language.

5.10 The rapporteur/s introducing the **team's resolution** shall be allotted a maximum of **five (5) minutes**, of which **no less than 90 seconds** shall be in the French language.

5.11 Where a team appoints two rapporteurs to introduce its report, respectively resolution, **one rapporteur shall use the French language exclusively.**

5.13 The **rapporteur/s' introduction** shall in the main be delivered '**viva-voce**' with **marginal reading**, save that the introduction in the French language may draw more heavily, but not exclusively, upon the written word.

5.14 The rapporteur to introduce the report other than in French shall **wind up the debate** at the end of the delegate interventions on the report in no more than **four (4) minutes.**

5.15 **No document** other than that containing the report or resolution as specified in these rules **shall be considered valid** by the panel of judges if presented by any team at any

6. DELEGATE INTERVENTION ON THE REPORT

6.1 **Each team** shall be entitled to make an **intervention** of not more than **three (3) minutes** on the report covering the topic for discussion during each plenary.

6.5 A delegate shall deliver '**viva-voce**', **devoid of reading**, his/her intervention on the topic under discussion and on the report, from the point of view of the country being represented combined with the European perspective.

6.6 Where a **team fails to register** a delegate nominated to intervene at a plenary under article 6.2 above, the team shall lose its entitlement to make an intervention at that plenary, but the **Chairperson may**, notwithstanding and time

- permitting, **concede** to permit an intervention subject to the forfeiting of two (2) points from the average awarded by the panel of judges.
- 6.7 A team may notify NSTF with a **change of name of the delegate** nominated to make an intervention, subject to articles 6.3 and 6.4 above, **up to ten minutes** prior to the start of the session, and any change effected thereafter shall be considered as an invalid intervention by the adjudicating judges.
 - 6.8 Each team shall be entitled to **ask one question of not more than thirty (30) seconds** to any team on the latter's intervention. Such team shall not be permitted to make statements, interventions or ask supplementary questions.
 - 6.9 The team to whom the **question is posed** has a **maximum of thirty (30) seconds** in which to formulate its reply after which it forfeits its right of reply and two (2) points from the average awarded by the panel of judges. **The reply is not to be longer than ninety (90) seconds.**

7. DELEGATE INTERVENTION ON THE RESOLUTION

- 7.1 A delegate from the team to introduce the resolution **shall table the resolution** and open the debate to the floor, drawing heavily on the debate on the report, in no more than **one (1) minute**.
- 7.4 No team that has **not so tabled a written amendment** shall be deemed to have proposed an amendment.
- 7.5 **No team shall submit amendments to more than four (4) resolution operative clause numbers and their sub-clause numbers if any, or to operative sub-clause numbers.**
- 7.6 The Chairperson shall put forward **in order of the resolution operative clause** or sub-clause number any valid tabled amendments to the resolution and shall call upon the country submitting that amendment to present its amendment.
- 7.7 The team called upon to introduce its amendment shall nominate **a delegate to first read out the proposed amendment** and thereafter to support the purpose of the amendment in **no more than two (2) minutes**. Such delegate shall commence by calling out his/her name for the attention of the panel of judges.
- 7.8 **Where more than one team proposes an amendment to the same operative clause** number, the Chairperson shall establish at his/her discretion the order in which he/she invites all the teams introduce their amendment, with the second team introducing its amendment as **a counter amendment**, and if more than two amendments are submitted, the counter amendment to the counter amendment and so on. The Chairperson shall accept changes to such amendments that are a **compromise formulation** reached amongst the presenting teams.
- 7.9 Where more than one team proposes an amendment to the same operative clause number, any of the proposing team/s may either withdraw its/their proposed amendment, or may **negotiate a compromise formulation** to reduce the number of counter amendments, or present their amendments in their original form.
- 7.10 The Chairperson shall invite the team presenting the resolution to declare which, if any, amendment and/or counter amendment is **acceptable to it for incorporation into the resolution**, and such amendment and/or counter amendment shall be so incorporated without intervention.
- 7.11 The Chairman shall invite the **team presenting the resolution** to present its case **against accepting the amendment** and/or counter amendment, if any, **in no more than two (2) minutes**. Any such delegate shall first call out his/her name for the attention of the panel of judges.
- 7.12 The Chairman shall, at his/her **absolute discretion** time permitting, **call upon any delegate** from any team to make an intervention for or against any

- proposed amendment or counter-amendment still under consideration and may select to balance and/or limit such debate and/or delegate, and/or pass to the vote. Any such delegate shall first call out his/her name for the attention of the panel of judges.
- 7.13 No delegate so called upon under article 7.12 shall not **limit him/herself to the original operative clause** or sub-clause number in question, as amended, of the resolution, and/or the proposed amendment and/or counter-amendment/s still under consideration, and this **for not more than one (1) minute**.
- 7.14 The Chairperson shall put the counter amendment/s and/or amendment to the **vote** starting by the **last counter-amendment** to be introduced under article 7.8.
- 7.15 Each team shall nominate only one delegate to **vote** on its behalf by **raising high its country's flag** when so called by the Chairperson and such delegate shall maintain the flag up high until so told by the Chairperson.
- 7.16 An amendment or counter-amendment shall be **deemed to have been carried** if it obtains the **assent of at least fifty percent of the teams participating in the vote**, abstentions being counted as votes against.
- 7.17 Time permitting the Chairperson **may again put the question under article 7.6** above but shall rule out of order any proposed amendment to an operative clause number that has already been voted upon.
- 7.18 The Chairperson shall call for a list of speakers on the resolution as amended, and may, at his/her absolute discretion, leave the list open throughout the debate.
- 7.19 The Chairman shall, at his/her absolute discretion time permitting, call upon any delegate from any team on the list to **make an intervention on the resolution as amended** and may select to balance and/or limit such debate and/or delegate. Any such delegate shall first call out his/her name for the attention of the panel of judges and shall intervene for not more than one minute.
- 7.20 The rapporteur to introduce the resolution other than in French shall **wind up the debate for the resolution** at the end of the delegate interventions **in no more than four (4) minutes**.
- 7.21 The **resolution as amended** shall be put to the vote and shall **be deemed to have been carried** if it obtains the **assent of at least fifty percent of the teams participating in the plenary at the time the vote is taken**.
- 7.22 The total time allocated for this part of the plenary, from the tabling of the resolution under article 7.1 onwards, inclusive of any and all voting on the resolution and amendments thereto **shall not exceed forty-five minutes** save that the Chairperson shall exercise the **discretion** not to determine the debate and to consider any pending tabled amendments and/or delegates wanting to intervene **even if this time limit is exceeded**.

8. PANEL OF JUDGES

- 8.7 The adjudicating judges at any session shall not be less than three, but in cases of 'force majeure' the Chairperson of the session may rule otherwise.