



CARLETON MODEL
NATO

2019 MNATO

CONFERENCE PROGRAM &
DELEGATE HANDBOOK

February 21-24, 2019

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CANADIAN WAR MUSEUM
MUSÉE CANADIEN DE LA GUERRE



**The Norman Paterson School
of International Affairs**



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Conference Schedule

Thursday, February 21

16:30 – 18:00	Registration	<i>Canadian War Museum, LeBreton Gallery</i>
18:30 – 19:30	Opening Ceremony	<i>Canadian War Museum, LeBreton Gallery</i>
19:30 – 21:00	Reception	<i>Canadian War Museum, LeBreton Gallery</i>

Friday, February 22

9:00 – 12:00	Embassy Visits	<i>Please see pages 8-10 for more information</i>
12:00 – 13:00	Optional Rules Briefing	<i>Marriott, Cartier I (Lower Level)</i>
13:15 – 17:00	Committee Session I	<i>See next page for committee rooms</i>
17:00 – 18:30	Committee Dinners	<i>Please see page 6 for more information</i>
18:30 – 21:30	Committee Session II	<i>See next page for committee rooms</i>
21:30 – 22:00	Head Delegate Meeting	<i>Marriott, Wellington Salon (3rd Floor)</i>

Saturday, February 23

8:00 – 11:45	Committee Session III	<i>See next page for committee rooms</i>
12:00 – 13:30	Luncheon	<i>Marriott, Victoria North (2nd Floor)</i>
13:45 – 16:00	Committee Session IV	<i>See next page for committee rooms</i>
16:15 – 18:30	Committee Session V	<i>See next page for committee rooms</i>
18:30 – 20:00	Dinner Break	
20:00 – 21:30	NAC (Plenary)	<i>Marriott, Cartier I (Lower Level)</i>
22:00 +	Conference Pub Night	<i>Brigid's Well, 310 St. Patrick's Street</i>

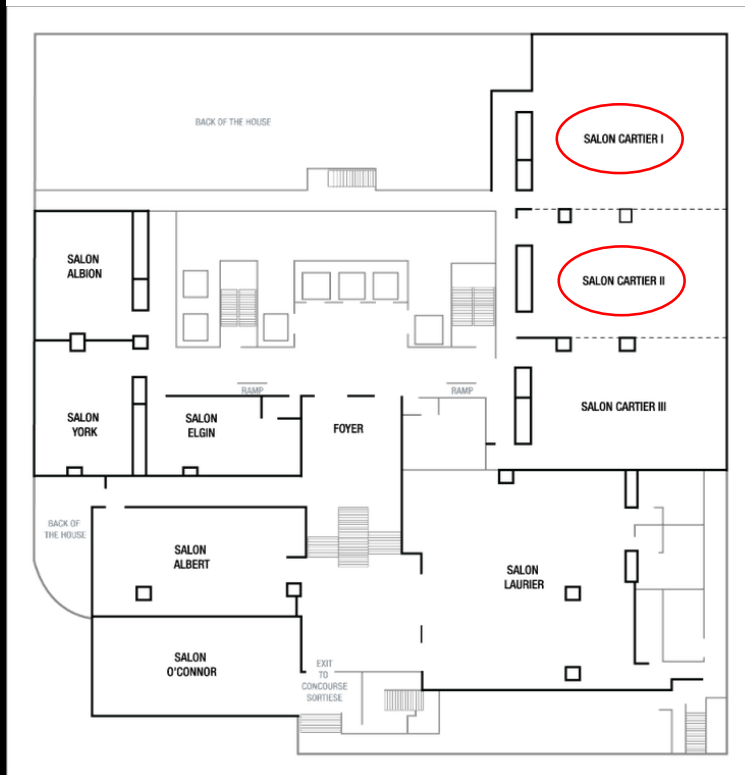
Sunday, February 24

10:00 – 11:30	Closing Ceremonies	<i>Marriott, Victoria North (2nd Floor)</i>
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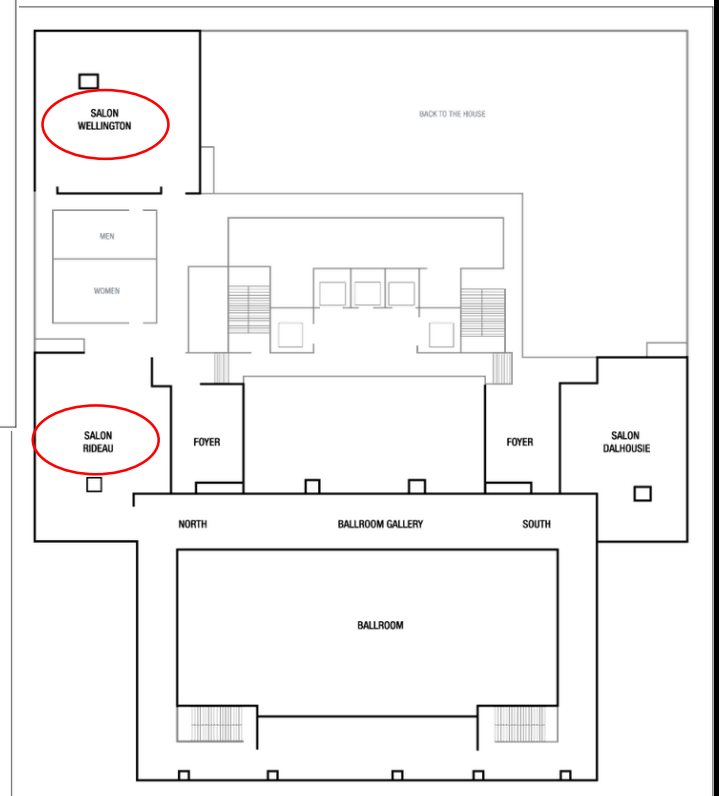
Committee Room List and Hotel

North Atlantic Council	Wellington Salon (3 rd Floor)
Military Committee	Rideau Salon (3 rd Floor)
Civilian Intelligence Committee	Cartier II (Lower Level)
Euro-Atlantic Partnership Council	Cartier I (Lower Level)
Conference Services/Staff HQ	Cartier III (Lower Level)

Lower Level



3rd Floor



Committee Dinners

Committee dinners will take place Friday during the dinner break from 5:00PM to 6:30PM.

Reservations have been made at nearby restaurants for your committees. Please go with your committee to the restaurant or coordinate with your chairs for alternate arrangements.

While the restaurants have indicated that they can accommodate most dietary requirements, it is your responsibility to inform your server if you have any special dietary requirements, allergies, or concerns.

North Atlantic Council

3 Brewers

240 Sparks Street, Ottawa, ON

<https://les3brasseurs.ca/locations/3-brewers-sparks>

Military Committee

3 Brewers

240 Sparks Street, Ottawa, ON

<https://les3brasseurs.ca/locations/3-brewers-sparks>

Civilian Intelligence Committee

Bier Markt

156 Sparks Street

<https://www.thebiermarkt.com/en/locations/ottawa.html>

Euro-Atlantic Partnership Council

The Royal Oak Pub

180 Kent Street

<http://royaloakpubs.com/>

Opening Ceremony

The opening ceremony will take place in the LeBreton Gallery at the Canadian War Museum.

Registration will begin at 16:30.

Once registered, delegates are welcome to visit the Canadian War Museum free of charge.

The Canadian War Museum is located at 1 Vimy Place in Ottawa, ON.

The museum is about an 18 minute walk or 4 minute drive away from the Ottawa Marriott Hotel.

Conference Pub Night

After the NAC (Plenary) session on Saturday evening, we invite everyone 18 years and older to join this year's conference pub night.

This year's venue is Brigid's Well, an Irish pub located at 310 St. Patrick's Street in the Byward Market. The entrance is under the purple light above the door on Cumberland Street.

Please note that while everyone 18 and older is able to attend, only those 19 and older will be able to purchase alcoholic beverages.

Around the Hotel

These are some of our ‘top picks’, all of which are less than a ten minute walk from the Ottawa Marriott Hotel. Relative expense is indicated on a scale of \$ to \$\$\$.

Bridgehead – Coffee, soups, sandwiches, breakfast-friendly – \$

- 344 Slater Street
- 109 Bank Street

Sansotei Ramen – Ramen – \$\$

- 153 Bank Street

Paradise Poké – Hawaiian – \$-\$\$

- 134 Bank Street

Sushi Shop – Take-out sushi, World Exchange Plaza Food Court – \$ to \$\$

- 111 Albert Street

Thai Express – World Exchange Plaza Food Court – \$

- 111 Albert Street

Subway – Subs, Sandwiches – \$

- 240 Sparks Street
- 320 Queen Street (Place De Ville)
- 106 Bank Street

Tim Hortons – Perfect for breakfast – \$

- 330 Queen Street
- 200 Sparks Street
- 275 Slater Street

Starbucks – Coffee, breakfast-friendly – \$

- Hotel lobby
- 340 Albert Street

Bâton Rouge Steakhouse and Bar – Entrees, burgers, steak - \$\$

- 360 Albert Street

Freshii – Soups, salads, sandwiches, smoothies – \$

- 98 Sparks Street

Embassy Visits

In order to qualify for awards at MNATO delegates MUST attend Embassy Visits. You must arrive no later than 10 minutes before your scheduled briefing. Please arrive and check in as a group. MNATO staff members will be present at each Embassy to record attendance.

Remember to bring government-issued photo ID. Please note that you might be asked to check in electronics or go through security when you arrive. Please be kind, courteous, and respectful during your Embassy Visits.

Please note that end times for Embassy Visits are not listed, as it is up to the discretion of each Embassy. Your visit will likely be in the range of 1-2 hours.

Visit Time	Delegations	Embassy Host
9:00am	Germany, Austria, Estonia Assigned Staff: Davina Basse (343-777-0944)	German Embassy 1 Waverley St, Ottawa
9:00am	Hungary, Bulgaria Assigned Staff: Phillip Swallow (780-807-4488)	Hungarian Embassy 299 Waverley St, Ottawa
9:00am	Netherlands Assigned Staff: Patrick Morton (613-299-9289)	Dutch Embassy 350 Albert St, Suite 2020, Ottawa
9:00am	Norway, Poland Assigned Staff: Brandon Fick (403-968-9034)	Norwegian Embassy 150 Metcalfe St, Suite 1300, Ottawa

Embassy Visits (Continued)

Visit Time	Delegations	Embassy Host
9:00am	United Kingdom, United States Assigned Staff: David Scheidl (613-410-3052)	British High Commission 80 Elgin St, Ottawa
9:30am	Croatia, Greece Assigned Staff: Eric Fleming (613-222-7423)	Croatian Embassy 229 Chapel St, Ottawa
10:00am	Czech Republic, Slovakia, Belarus Assigned Staff: George Stairs (613-794-2781)	Embassy of the Czech Republic 251 Cooper St, Ottawa
10:00am	Denmark, Finland, Sweden Assigned Staff: Hilary Enns (613-407-4458)	Danish Embassy 47 Clarence St, Suite 450, Ottawa
10:00am	Italy, Russia, Ukraine Assigned Staff: Jamison Boley (613-402-6706)	Delegation of the EU in Canada 150 Metcalfe St, 19 th Floor, Ottawa
10:00am	France, Belgium Assigned Staff: Raji Gandhi (416-666-4437)	French Embassy 42 Sussex Drive, Ottawa

Embassy Visits (Continued)

Visit Time	Delegations	Embassy Host
10:00am	Turkey, Georgia	Turkish Embassy 197 Wurtemberg Street, Ottawa Assigned Staff: Kelsea Gillespie (780-667-8320)
11:00am	Latvia, Canada	Latvian Embassy 350 Sparks St, Suite 1200, Ottawa Assigned Staff: Alex Rudolph (613-315-1673)
11:00am	Spain, Montenegro	Spanish Embassy 42 Sussex Drive, Ottawa Assigned Staff: Doug Fergusson (204-333-9034)

Code of Conduct

Respect the Hotel and Other Venues

Please be mindful and respectful of the Marriott Hotel Ottawa, the Canadian War Museum, and all other venues you will visit during your participation at Carleton Model NATO 2019. Pick up after yourself and be courteous to hotel and venue staff. Vandalism or disruptive behaviour of any kind will not be tolerated.

Dress Code

The dress code at this conference, including opening and closing ceremonies as well as all committee sessions, is Western Business Attire.

Wi-Fi

Wi-Fi will be provided to delegates in committee rooms. Please only connect one electronic device per delegate!

Laptops and Other Electronic Devices

As part of our effort to be more environmentally conscious, we will be reducing the use of printed documents this year. Therefore, laptops will be permitted in committee sessions when delegates are not giving speeches. Unlike previous years when draft communiqués and directives were handwritten, they will need to be submitted electronically to the respective committee's email.

The committee emails are as follows:

North Atlantic Council (NAC)	mnato.nac@gmail.com
Military Committee (MC)	mnato.mc@gmail.com
Civilian Intelligence Committee (CIC)	mnato.cic@gmail.com
Euro-Atlantic Partnership Council (EAPC)	mnato.eapc@gmail.com

Rules of Procedure

The following is a practical guide to the rules of procedure that will be used at Carleton Model NATO 2019. It will be easy to understand for anyone familiar with Model UN procedure, as well as Robert's Rules of Order, though it does not strictly adhere to the latter.

If you are new to Model NATO or would like a refresher, please attend the Optional Rules Briefing at 12:00 on Friday, February 22.

As the North Atlantic Treaty Organization (NATO) is a consensus-based organization, all communiqués passed, or actions taken by the North Atlantic Council (NAC) must be unanimous – all Member States have veto power. The sub-councils of NATO **are not** consensus bodies and require a simple majority to pass substantive documents. However, as all communiqués will be put before the NAC for approval, it is **strongly** advised that delegates in the Military Committee (MC), the Civilian Intelligence Committee (CIC), and the Euro-Atlantic Partnership Council (EAPC) seek consensus, as actions lacking consensus will, with near certainty, be vetoed by the dissenting Member States in the NAC.

NATO is an alliance. Delegates should at all times remember that consensus is the driving principle of debate.

PRIMARY SPEAKERS' LIST

The chair of each committee will call the committee to order. To call the committee, quorum – a minimum number of delegates – must be present. After the first committee session's roll call, the chair will announce what the quorum is for your committee. Quorum must be maintained at all times during moderated caucus; without it, the body must suspend business until quorum is attained.

Quorum is reached when **2/3rds** of delegates are present.

Once roll call is completed, the **primary speakers' list** will open automatically. The topic of the primary speakers' list is to discuss how the agenda is going to be set for the duration of the conference. The default speaking time is 60 seconds. The primary speakers' list has no set maximum time and will only be interrupted by a motion to set the agenda and open the secondary speakers' list. Delegates wishing to speak must raise their placards to be placed on the primary speakers' list and will be called upon once it is their turn to give a speech. Delegates may be re-added to the list immediately after they conclude speaking, if they so choose.

Once there has been substantial debate regarding the agenda of the committee, the chairs may accept a motion to set the agenda. This requires two speakers for and two speakers against. The speakers will be selected at the chair's discretion, but the delegate who presented the motion must be one of the speakers for the motion. Each delegate selected will have **30 seconds** to speak. **A simple majority vote is required to set the agenda.** Once the agenda is set, the **secondary speakers' list will be opened.**

The primary speakers' list will be suspended, and the delegates still wanting to speak will be left on the list for when the committee returns to the primary speakers' list.

SECONDARY SPEAKERS' LIST

The secondary speakers' list functions in the same manner as the primary speakers' list, including the speaking time. The only difference is that the topic of discussion will be an item on the agenda, which was previously set in during the primary speakers' list. After a sufficient number of delegates have had the chance to give a speech pertaining to the topic, the chair will begin to accept motions to a **moderated caucus**. Should the situation arise where there are no motions on the floor, the committee will revert to the secondary speakers' list.

The secondary speakers' list can close in two ways: delegates will motion to vote on the draft communiqués pertaining to the topic or the list will run out of speakers, in which case the topic will close, and delegates will automatically move on to the next topic on the agenda.

MODERATED CAUCUS

A moderated caucus must pertain to a specific issue related to the topic at hand. The appropriateness of the topic will be decided by the chair and ruled **"in order"** or **"out of order"**. A topic may be ruled out of order if it is frivolous or too far detached from the subject matter of the committee. The motion for a moderated caucus must have a **speaking time**, and a **total time**. For example, a moderated caucus of nine minutes with a fort-five second speaking time.

Unlike a primary or secondary speakers' list, the next speaker will be chosen at the chair's discretion after the completion of the preceding delegate's speech. All those wishing to speak must raise their placards when prompted to do so by the chair.

Once the time of the moderated caucus is exhausted, the chair will entertain more motions or return to the secondary speakers' list. Delegates may motion to extend a current moderated caucus, motion for a new moderated caucus, introduce draft communiqués, or motion for an unmoderated caucus. **Motions will be voted upon in order of precedence.**

UNMODERATED CAUCUS

An unmoderated caucus is a suspension of formal debate and gives delegates an opportunity to debate and discuss among each other without moderation by the chair. An unmoderated caucus is typically used to discuss drafts and to allow delegates to speak in an unstructured manner.

There is no set topic for an unmoderated caucus.

When the time of an unmoderated caucus has been exhausted, a motion to extend the moderate caucus can be accepted at the chair's discretion.

INTRODUCTION OF DRAFT COMMUNIQUÉS

Once the committee has completed a draft communiqué and submitted it to the chair for feedback. Once a draft communiqué is approved, it can be introduced to the committee. Draft communiqués must have 20 percent of the body as **sponsors** and 40 percent of the body as **signatories**. Sponsors are the primary drafters of the communiqué and signatories wish to see it considered. Once a draft communiqué is introduced, the sponsors will read the draft to the committee. After this, a delegate may motion for a **question and answer period** of a certain time, with a set speaking time for the sponsors to answer questions pertaining to the draft communiqué. Although there is no limit as to how long a question may be, the chair has the discretion to limit the length of a question. The question and answer period may be extended.

The communiqué does not need to be voted upon immediately.

VOTING PROCEDURE

Once all draft communiqués have been introduced or debate is otherwise concluded, delegates may enter into voting procedure on all draft communiqués. Each draft communiqué will be voted on individually.

Delegates may vote to **"divide the question"**, meaning a communiqué will be voted on in different sections. For example, a draft communiqué of five sections may be voted on in two blocks: section 1 through 4 together and section 5 separate.

When the body enters voting procedure, the doors will be locked. Any delegate outside the room must wait until voting has concluded, and any delegates wishing to leave during voting procedure will not be allowed to re-enter the room until voting has concluded.

All draft communiqués will be voted on by roll call. This means that every delegate will be called up by their country's name, at which point the delegate must vote **"yes"**, **"no"**, or **"pass"**.

"Pass" can be used if a delegate is unsure of the voting intentions of the body and wishes to see

how other delegates will voted before making a final decision. Those who “pass” will be called upon again at the end of the roll call at which point they must vote “yes” or “no”. **Abstentions are not allowed.**

Once voting procedure is concluded, the topic is considered settled, ad the body will move on to the next topic on the agenda.

CRISES

When a crisis arises for the committee, delegates must motion to suspend debate and address the current crisis. The committee will then function as though it is in a secondary speaker’s list on any topic and is expected to produce a crisis communiqué.

OTHER MOTIONS

The following are motions that are not specific to a certain point of debate. Please consult the short form rules on the next page to see the specific rules regarding these points and motions.

Point of personal privilege: This addresses a matter of personal comfort. The temperature of the rooms is unsuitable, the text on the screen is too small, you cannot hear, etc.

Point of order: A point of order may be raised if the delegate believes the chair or another delegate has breached procedure or if a delegate has substantially deviated from the topic.

Right of reply: If a delegate feels they have been personally insulted by another delegate, or the delegate has made an attack on their country’s character or integrity, they may issue a right of reply at the chair’s discretion. Right of reply is not an opportunity to debate; it is an opportunity to defend against attacks on a character. The request for a right of reply needs to be submitted to the chair in writing.

Point of information: If a delegate is unsure of procedure or the current business of the committee, they may raise a point of information. A point of information is not to be used to ask for factual information regarding debate or a communiqué – it is a procedural matter.

Adjournment: Delegates may adjourn debate at the end of a committee session.

Challenging the chair: If a delegate believes the chair has made a grievous error, they may challenge the chair’s decision. When a chair is challenged, they must recluse themselves of their duties and be replaced by a deputy or other official. The challenging delegate may then state their challenge and the body will then vote to uphold the ruling or overturn it. Once the challenge has concluded, the chair will resume their duties. Challenging the chair is an extremely rare event that should not, as a matter of routine debate, be used.

Short Form Rules

Point or Motion	Purpose	Debateable?	Speakers For/Against	Necessary Vote
Motion to adjourn	Adjourns the session	No	No	Simple Majority
Point of personal privilege	Complaint about personal comfort	No	No	Chair's discretion
Request a right of reply	Response to insult	No	No	Chair's discretion
Point of order	Objection to procedural error	No	No	Chair's discretion
Point of information	Request for procedural information	No	No	Chair's discretion
Motion to enter voting procedure	Ends debate and enters voting procedure	No	No	Supermajority
Motion to set the agenda	Sets the committee's agenda	Yes	2 for 2 against	Simple Majority
Motion to suspend the matter until...	Postpones consideration of a topic	Yes	No	Simple Majority
Challenge the chair	Challenge a ruling made by the chair	No	Speaker must indicate objection	Supermajority
Motion to divide the question	Divides the question (draft communiqué)	No	No	Simple Majority
Motion to introduce draft communiqué ____	Introduce a draft communiqué	No	No	Automatic
Motion to request a Q&A period	Requests a question and answer period	No	No	Simple Majority