

RULES OF PROCEDURE

UNIVERSIDAD CARLOS III MODEL UNITED NATIONS



UC3MUN



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CHAPTER I. GENERAL CONSIDERATIONS

Article 1. Scope

The present Rules of Procedure will be the only rules governing the Universidad Carlos III Model of the United Nations, (“**UC3MUN**”). The interpretation of the Rules shall be reserved to the Secretary-General or the authority designated by him.

Article 2. Language

The only and official language of the committee will be English. No other language shall be used at any moment, including, but not limited to, unmoderated caucuses and consultations of the whole.

CHAPTER II. AUTHORITIES OF THE COMMITTEE

Article 3. Secretariat

The Secretariat will be made up of the Secretary-General, the Deputy Secretary-General, and the Presidents (or Chairs) and Vice-Presidents (or Co-Chairs) of each committee. Any decision of the Secretariat will be adopted by simple majority, and the Secretary-General will be the tiebreaker.

The Secretariat, or Authorities of the Model, will comply and guarantee the compliance of every participant with the present Rules of Procedure. To do so, they can adopt whichever measures needed.

Article 4. Board

The Board of the committee encompasses the Chair and the Co-Chair jointly. The Chair will represent the Board and the committee before the Organization. The Chair and the Co-Chair will moderate the debate with a reasonable and similar division of workload.

Article 5. Powers of the Board

The Board will guarantee the compliance of the present Rules of Procedure, exercising all the powers conferred to it by them, among which are:

1. Declaring the opening and closure of each session.
2. Leading and moderating the debate throughout sessions, taking into consideration the ideological and regional diversity of the countries asking to intervene.
3. Guaranteeing the compliance with the Rules of Procedure.
4. Granting the right to take the floor.
5. Ruling in and out of order all points and motions, having the power to suspend any of them it deems appropriate (except the Point of Personal Privilege) until the Board decides to resume them.



6. Granting the right to reply.
7. Reviewing and ruling in or out of order the Draft Resolutions.
8. Adopting the needed disciplinary measures.
9. Signing, at its discretion, the adopted Draft Resolution.

When in use of its powers, the Board will foster the adoption of the needed measures or procedures by consensus of the delegates. Nevertheless, when such consensus is not reached, it can adopt any decisions discretionally.

Article 6. Caucus of the Board

The Board reserves the right of suspending any procedure for 30 seconds in order to have an internal caucus.

CHAPTER III. COMPOSITION OF THE COMMITTEE

Article 7. Delegations

The delegations will be made up of up to two delegates in each committee.

Delegations will be referred as “Member States”, “Representations” and “Delegation”, or any of their forms. Members of each delegation will be referred as “Delegates” or “Representatives”. Delegates shall refrain from using the first-person singular when talking about the delegation they represent, and will, instead, refer to them as “my/our country” or “we/us”.

When referring to other delegations, second-person plural will be the appropriate form, as described above (i.e. “your country” or “you”).

Article 8. Observers

When the organization decides so, the committee shall host observing members which will not be allowed to vote on neither procedural nor substantive matters. They will not be able either to sponsor or sign draft resolutions or amendments. Neither will they be allowed to propose nor second motions. Nevertheless, they will be granted the right to take the floor without special restrictions.

Article 9. Permission to approach the Board

Any delegate, exceptionally and when having to address a very delicate matter, may ask the Board for permission to approach the Board, which will be granted discretionally.



CHAPTER IV. PROCEDURE

Article 10. Roll-call

At the beginning of each session, roll-call is mandatory. Delegates must state whether they are *present* or *present and voting*. The latter means the delegation's commitment to refrain from abstaining when voting on substantive matters during such sessions. Observers, if there are any, shall state present and observing in any case.

Delegates who arrive once the roll-call has started, shall send a note to the Board in order to be acknowledged. After doing so, the Board will publicly announce the presence of the delegation and new majorities. Until the Board receives the note, the delegates will not be taken into account for majorities or right to take the floor.

During the session the stated position shall not be modified.

Article 11. Quorum

The session will be open once one third of the committee members are present.

The quorum will be regarded as reached by default, and must be explicitly questioned through the required point in order to suspend the opening of the session.

Article 12. Setting the agenda

At the beginning of the first session, and prior to the establishment of the General Speaker's List, there will exist a closed debate on the agenda. To do so, any delegation may introduce a motion to establish the agenda and propose an order for the topics to be discussed. The motion must be seconded. Once the motion has been presented, the Board will allow up to two speakers in favor, and two against, of the establishment of the proposed agenda. After that, the debate on the agenda will be closed and the motion (and proposed agenda) will be put into vote requiring of simple majority to pass. If no motion to establish the agenda is proposed, or the proposed motions do not pass, the agenda adopted will be the one proposed by the Secretariat and published beforehand.

Article 13. General Speakers List

The General Speakers List or GSL will remain open uninterrupted throughout the debate. The speaker's time for the GSL will be established for each session, with a minimum of 30 seconds.

The General Speakers List will be followed always throughout the debate, except for caucuses.

Any delegation request to be added to the General Speakers List by raising its placard when the Board requires the delegates to do so, or by sending a note to the Board at any moment.

Once the General Speakers List is exhausted, the debate will be automatically closed and the committee will enter immediately into voting procedure on any substantive documents already submitted to the Board.



Article 14. Yields

Once the speaker has ended and the time has not been exhausted he may yield it:

- To the Board: No one may use the remaining time and no questions will be accepted. The next speaker in the GSL may use the floor.
- To questions: The remaining time will be used for questions. The Board will determine the number of questions accepted at its discretion. Only time used to answer the questions will be discounted of the remaining time.
- To other delegation: The remaining time will be yielded to other delegation who may intervene for the remaining time. A second yield to another delegate will not be in order.

There will be no yielding in caucuses

CHAPTER V. POINTS AND MOTIONS

Article 15. Points and Motions

Delegations may only interact with other delegates and with the Board during sessions through points and motions.

Article 16. Points

Delegates may raise points before the Board to state a discomfort, communicate a fault, or request a clarification about procedures.

Points do not require seconds, and once raised will be immediately decided by the Board.

Point may be, as well, introduced in written through the pager system to the Board.

Article 17. Point of personal privilege

The point of personal privilege will be in order when the delegate feels a personal discomfort caused by an external factor that affects or undermines its ability to participate in the debate.

A point of personal privilege must always be heard by the Board. Once presented, the Board will do its best to solve the discomfort that affects the delegate.

This point will be in order even when the floor is closed, and can reasonably interrupt the speaker.

Article 18. Point of order

The point of order will be in order when the delegate wants to point out to the Board that a fault in the procedures has occurred according to the Rules of Procedure. This fault may refer both to the acts of the Board and to the acts of other delegates that have not been corrected by the Board.

A point of order must always be heard by the Board. Once presented, the Board may acknowledge and declare it in order, or deny and rule it out of order, ratifying its previous decision whether that



had been express or tacit. The decision of the Board regarding a point of order will be unappealable and not subject to impugment through a successive point of order.

This point will be in order even when the floor is closed, and can reasonably interrupt the speaker.

Article 19. Point of parliamentary inquiry

The point of parliamentary inquiry will be in order when the delegate wants the Board to clarify any procedure stated herein. The point of parliamentary inquiry must refer always to procedural matters; using the point to make statements regarding substantial matters may be subject to sanctions.

A point of parliamentary inquiry will be heard at the Board's discretion, which, in case it rules it in order, will resolve the matter *ipso facto* creating jurisprudence.

This point will only be in order when the floor is open, and can not interrupt the speaker under any circumstance.

Article 20. Motions

Delegates may raise motions before the Board to request the performance of a specific procedure.

All motions do require a second to be ruled in order. Seconding does not mean substantive support to the matter, but interest in discussing that matter in the requested procedure. Once the motion has been raised and presented the Board will ask for seconds.

Motions will only be in order once the floor has been open, unless otherwise specified by these Rules of Procedure.

Article 21. Motion for an unmoderated caucus

A motion for an unmoderated caucus will be in order always when the floor is open and prior to the closure of the debate. The delegate presenting the motion must, at the time of doing so, specify the proposed duration for the caucus (which the Board may modify) and the topic of it (which shall be a specific one). The motion will be passed by simple majority.

The Board may consider the motion not in order at its discretion. The unmoderated caucus may only be extended once, and for a duration no longer than the original one, through the required motion to extend the previous caucus.

During an unmoderated caucus application of the Rules of Procedure (except for those regarding Protocol) will be suspended. The delegates may move freely always inside the room and establish informal discussions with their colleagues at their discretion.

Article 22. Motion for a consultation of the whole

A motion for a consultation of the whole will be in order whenever the Board considers it and at its entire discretion. The delegate presenting the motion must, at the time of doing so, specify the proposed duration for the caucus (which the Board may modify) and the topic of it (which shall be a specific one). The motion will be passed by simple majority.



The Board may consider the motion not in order at its discretion. The procedure may not be extended under any circumstances.

During a consultation of the whole application of the Rules of Procedure (except for those regarding Protocol) will be suspended. The delegates may discuss informally in a debate moderated by themselves in the manner they deem most appropriate, but they cannot move freely inside the room.

Article 23. Motion for a moderated caucus

A motion for a moderated caucus will be in order always when the floor is open and prior to the closure of the debate. The delegate presenting the motion must, at the time of doing so, specify the proposed duration for the caucus (which the Board may modify), the speaker's time (which the Board may modify) and the topic of it (which shall be a specific one). The motion will be passed by simple majority.

The Board may consider the motion not in order at its discretion. The unmoderated caucus may only be extended once, and for a duration no longer than the original one, through the required motion to extend the previous caucus.

During a moderated caucus the right to take the floor will be conceded for the maximum time specified when passing the motion, under the criteria of the Board and with the purpose of enriching the debate always by raising their placard. Interventions not regarding the topic of the caucus will be ruled out of order.

Article 24. Motion to close the debate

A motion to close the debate will be in order always when the floor is open and with the purpose of closing the debate on that topic of the agenda. This motion requires being seconded. Once the motion has been introduced, and whichever other motions, after application of the order of precedence, the Board will allow up to two speakers in favor and two against (there can not be more speakers against than in favor). After the speeches, the motion will be put to vote. The motion will be passed by qualified majority. The Board may consider the motion not in order at its discretion.

The closure of the debate implies the immediate suspension of all other procedures existing and pending and the entrance in voting procedure. No further discussion on the topic will be allowed, therefore all documents submitted to the Board at the moment will be put to vote.

Article 25. Motion to suspend or adjourn the meeting

A motion to suspend or adjourn the meeting will be in order always when the floor is open and with the purpose of suspending or adjourning the current session, usually due to logistical or schedule needs, and with the commitment of resuming it later. Once the motion has been introduced it will immediately be put to vote. The motion will be passed by simple majority. The Board may consider the motion not in order at its discretion.

The approval of the suspension or adjournment of the meeting only implies a temporal suspension of the debate, and does not mean the closure of the debate at all. The debate will be resumed in



the next scheduled session of the committee. Due to extraordinary circumstances, the Board, the Secretariat or the Organization may suspend the meeting at any time and without prior discussion nor vote.

Article 26. Motion to open session or to resume the debate

A motion to open the session or to resume the debate will be in order immediately after the roll-call at the beginning of each session and when the Board decides so. Once the motion has been introduced it will immediately be put to vote. The motion will be passed by simple majority.

The approval of the opening of the session, or the resumption of the debate implies the start of the formal session scheduled.

Article 27. Motion to introduce a draft resolution

A motion to introduce a draft resolution will be in order always when the floor is open. Delegates may not refer to any document as draft resolution until it has been formally introduced through this procedure. The motion will be passed by simple majority.

The Board may consider the motion not in order at its discretion. Prior to the introduction of the motion, the Board must have reviewed the document, including, but not limited to, the required number of sponsors and signatories.

Once the motion has been approved, the Board will proceed to read the content of the draft resolution submitted for the committee at its discretion. Immediately, the Board will allow up to 3 delegates that belong to the sponsors of the draft resolution to come up to the podium and defend the draft resolution. Delegates will be subject to a question and answer period moderated by the Board. The total duration of the answers of such period will be determined by the Board, being always lower than 10 minutes. Before the question and answer period the Board may, at its entire discretion, allow an intervention for the speakers to present and defend the draft resolution, within that time. Once the procedure is over, the draft resolution will be assigned a number that reflects the topic, model and version of it, and the debate will resume with the General Speakers List.

Article 28. Motion to introduce an amendment

A motion to introduce an amendment will be in order always when the floor is open. Several amendments may be introduced per each motion, and will be voted upon separately once the debate is closed. The motion will be passed by simple majority.

The Board may consider the motion not in order at its discretion. Prior to the introduction of the motion, the Board must have reviewed the document, including, but not limited to, the required number of sponsors and signatories.

Once the motion has been introduced, and whichever other motions, after applying the order of precedence, the Board will proceed to read the content of the amendment for the committee. Immediately, the Board will request the signatories of the draft resolution to declare it friendly or unfriendly. In case it is considered a friendly amendment it will be applied to the draft resolution without further discussion. In case it is not considered a friendly amendment, the motion to



introduce the amendment will be subject to a procedural vote, requiring simple majority to pass. Then, the Board will allow up to two delegates in favor and two against to intervene for a maximum of 30 seconds each, to explain their position on the amendment. After doing so the amendment will be considered as introduced and the committee will resume the General Speakers List.

Article 29. Motion to request a roll-call or nominal vote

A motion to request a roll-call or nominal vote will be in order always immediately before the substantive vote for which it is requested. The Board may consider the motion not in order at its discretion, specially due to time constrains. Once the motion has been introduced it will immediately be put to vote. The motion will be passed by simple majority.

Once the motion has been passed, the Board will proceed with the roll-call or nominal vote according to the provisions expressed in these Rules of Procedure.

Article 30. Motion to divide the question

A motion to divide the question will be in order always immediately before the substantive vote for which it is requested. At the moment of introduction of the motion, the delegate has to determine in which parts he/she wants to divide the draft resolution to be voted upon. The Board may consider the motion not in order at its discretion, specially due to time constrains. Once the motion has been introduced it will immediately be put to vote. The motion will be passed by simple majority.

Once the motion has been passed, the Board will proceed with the standard vote for each part according to the provisions expressed in these Rules of Procedure.

Article 31. Motion to vote clause by clause

A motion to vote clause by clause will be in order always immediately before the substantive vote for which it is requested. The Board may consider the motion not in order at its discretion, specially due to time constrains. Once the motion has been introduced it will immediately be put to vote. The motion will be passed by simple majority.

Once the motion has been passed, the Board will proceed with the standard vote for each clause according to the provisions expressed in these Rules of Procedure. The approval of this motion excludes the possibility of requesting a roll-call or nominal vote.

Article 32. Motion to reorder the draft resolutions

A motion to reorder the draft resolutions will be in order always once the debate has been closed and the voting procedure has been entered into, but before any vote on any draft resolution has started. At the moment of introduction of the motion, the delegate has to determine the order in which he/she wishes the draft resolutions to be voted upon. Once the motion has been introduced it will immediately be put to vote. The motion will be passed by simple majority.

Once the motion has been passed, the Board will proceed with the standard vote of the draft resolutions in the order approved, according to the provisions expressed in these Rules of Procedure.



Article 33. Right to reply

When a delegate feels that its personal or national integrity or dignity has been attacked or threatened during the debate by the statements of other delegation, it may request in written before the Board the right to reply, specifying to which delegation it wants to answer and the reasoning regarding the attack or threaten. The Board may rule it out of order at its discretion.

If the Board rules it in order, the existing procedure will be suspended, and the right to reply will be performed. First, the offending delegation will be allowed to take the floor up to 1 minute to explain or withdraw its offense; after that, the offended delegation will be allowed to take the floor up to 1 minute to answer.

Article 34. Order of precedence of points and motions

Throughout the debate, and when there are on the floor two or more points and/or motions, the following order shall apply to determine the succession in which they must be taken into consideration and voted upon.

1. Motion to suspend or adjourn the meeting.
2. Motion to extend the previous caucus.
3. Motion for an unmoderated caucus (and, in case there are two or more, first the one for the longest caucus, and to equal duration, the first one introduced).
4. Motion for consultation of the whole (and, in case there are two or more, first the one for the longest caucus, and to equal duration, the first one introduced).
5. Motion for a moderated caucus (and, in case there are two or more, first the one for the longest caucus; to equal total duration, first the one with the longest speaker's time; and to equal speaker's time, the first one introduced).
6. Motion to introduce a draft resolution.
7. Motion to introduce an amendment.
8. Motion to close the debate.
9. Other motions.

Once the debate has been closed, and the voting procedure starts, these motions will be in order, according to the following list:

1. Motion to reorder the draft resolutions.
2. Motion to vote clause by clause.
3. Motion to divide the question.
4. Motion to request a roll-call or nominal vote.



5. Other motions.

CHAPTER VI. WORKING PAPERS, DRAFT RESOLUTIONS AND AMENDMENTS

Article 35. General considerations regarding documents

The ultimate objective of the committee is passing a resolution for each topic in the agenda. Throughout the sessions the delegations may elaborate or subscribe working papers and draft resolutions, always respecting their official position and the interest of the State represented.

Article 36. Working papers

The working papers are documents elaborated by the delegations encompassing the key proposals regarding the topic addressed at the moment, with the purpose of it becoming a draft resolution later. Their redaction is limited to operative clauses.

Since they are not an official document, they do not have to be sponsored nor signed, and neither have to be approved or reviewed by the Board. There is also no need of motion to introduce them.

Article 37. Draft resolutions

The draft resolutions are documents presented by the delegations that reflect the different proposals in order to be debated and, if decided, passed as resolutions. Therefore, they shall be elaborated complying with the required format for draft resolutions.

Prior to their introduction, draft resolutions must be presented to the Board in order to be reviewed and approved. The Board may, at its discretion, make any formal corrections. In order to make substantive corrections, the Board will request the signing delegations to amend them if they want to.

The draft resolution requires being sponsored and/or signed by 30% of the Member States present at the committee; the minimum number of sponsors and signatories required will be of 2 and 3 respectively (and there cannot be more sponsors than signatories). Sponsors are those countries who have effectively contributed to the drafting process and are committed to passing the draft resolution; signatories only show their interest in discussing it. To support a draft resolution, either as sponsor or as signatory, they will have to second the motion and sign the document at the top as sponsor/signatory. Each delegation may only sponsor one draft resolution per topic, whereas it can sign as many draft resolutions as it wishes.

Article 38. Amendments

Amendments add, suppress or modify totally or partially the operative clauses of a draft resolution. Delegations may present amendments to whichever draft resolution they want if it has been introduced to the committee. Amendments require being sponsored and/or signed by 20% of the Member States present at the committee; the minimum number of sponsors and signatories required will be of 1 and 2 respectively (and there cannot be more sponsors than signatories). To do so they will have to second the motion and sign the document at the top as sponsor/signatory.



Amendments may be friendly or unfriendly. Friendly amendments are those which are supported by all the sponsors of the draft resolution. Unfriendly amendments are those which are not supported by all the sponsors of the draft resolution.

Prior to their introduction, amendments must be presented to the Board in order to be reviewed and approved. The Board may, at its discretion, make any formal corrections. In order to make substantive corrections, the Board will request the signing delegations to do so.

Article 39. Resolutions

Resolutions are official documents passed by the committee which reflect the consensus upon decisions and measures adopted for each topic.

For a draft resolution to become a resolution, it must be approved in a substantive vote. When it is in order, a delegate may raise a motion to close the debate on the topic being addressed. In case the motion passes, voting procedure will be entered, all doors will be sealed and communications between delegates suspended. Amendments, first, and draft resolutions, later, that have already been introduced will be voted upon.

Draft resolutions will be voted upon normally following the order in which they were introduced, unless a motion to reorder draft resolution has been approved. Amendments will always be voted upon following the order in which they were introduced.

Once an amendment has been passed, all other amendments will be disregarded if they either affect the same point and are formally incompatible in the Board's opinion, or, without affecting the same point, are evidently contradictory from a substantive point of view.

Once it has been passed according to the rules of voting and majorities specified, the draft resolution will be referred to and considered a resolution.

Once a draft resolution has been adopted for a topic in the agenda, the debate will automatically resume with the next topic in the agenda, if there is any; since only one resolution may be approved *per* topic.

CHAPTER VII. VOTING AND MAJORITIES

Article 40. General provisions regarding voting

A delegation may only cast one vote, regardless of the number of delegates that make it up.

Delegations which are not present during the voting procedure, according to the Boards official recount, will not have the right to vote.

When a misvoting has occurred, whether appreciated by the Board or *ex parte*, such voting must be repeated.

Delegations may not change their vote during the development of the voting procedure.



Article 41. Procedural vote

A procedural vote is voting on matters that do not affect the substance of the topics addressed by the committee.

No abstention is allowed during procedural voting.

The majority applicable to procedural voting, unless otherwise specified by these Rules of procedure, will be the simple majority.

Article 42. Substantive vote

A substantive vote is voting on matters that do affect the substance of the topics addressed by the committee.

Abstention is allowed during substantive voting. However, sponsors of documents subject to vote will not be allowed to vote against them or abstain, unless a modification of such documents has been passed without their consent.

During substantive voting the chambers will be sealed and communication between delegations will be suspended, including, but not limited to, the pager system.

The majority applicable to substantive voting, unless otherwise specified by these Rules of procedure, will be the simple majority.

Article 43. Voting by acclamation or assent

Prior to voting on any procedural matter, the Board may, at its discretion, ask if there are any objection to the matter subject to vote. In case there is any objection, the vote will continue through the standard procedure. In case there are no objections the matter subject to vote will be considered adopted by acclamation or assent.

Article 44. Voting by raised placard

Voting by raised placard will be the standard procedure of voting unless otherwise specified by these Rules of Procedure, or decided by the Board or the committee according to these Rules of Procedure.

The Board will ask, successively, to all the delegations voting in favor, against or abstaining (when it is allowed), to indicate their vote by raising their placard at each moment. Only one placard may be raised per delegation.

The placard must remain raised while the Board performs the final counting for each option, and may only be withdrawn once the Board specifically indicates so.

Article 45. Roll-call or nominal voting

Roll-call or nominal voting will only be in order when the Board or the Rules of Procedure determine so; or when the committee decides so through the required motion to request a roll-call or nominal



voting, which will be in order always immediately before the start of the vote for which the roll-call or nominal voting is requested, and never once the vote has already started. Roll-call or nominal voting shall only be requested for substantive matters.

During the roll-call or nominal voting, there will be two stages.

In the first stage, the Board will be successively calling the delegations present following the official alphabetical order of the UN, and the delegations, when called upon, will state orally and loud enough the position for which they vote, choosing among the options *in favor*, *in favor with rights*, *against*, *against with rights*, *abstention*, or *pass*. No other options or formulas will be allowed.

Immediately, the Board will proceed with the second stage. The Board will call, following the exact order as before, the delegations that chose to state *pass*, to state their vote. During this second stage the delegations that passed are required to cast a vote, therefore no abstention, pass, or voting with rights will be allowed. The accepted options or formulas will be *in favor* or *against*. No other options or formulas will be allowed.

Delegations who have stated their wish to explain their vote (in favor or against) by using the formula of voting *with rights*, may do so immediately after the vote and prior to the announcement of the result of the vote. For that purpose, they can take the floor to give a speech no longer than 30 seconds.

Once the process is completed, the Board will announce the final result of the vote.

Article 46. Majorities

Both substantive and procedural votes, will be subject to the following majorities according to these Rules of Procedure:

- Qualified majority: there shall be two thirds (2/3) of affirmative votes of the delegations present, and able to vote.
- Absolute majority: there shall be the half (50%) plus one more affirmative votes of the delegations present, and able to vote.
- Simple majority: there shall be one more affirmative vote than negative votes are.

CHAPTER VIII. PROTOCOL

Article 47. General provisions regarding protocol

When interacting with other delegates, as well as with the members of the Organizing Committee and the representatives of the Universidad Carlos III, the delegates shall conduct themselves with strictly formal and respectful manners.

Article 48. Dress code

Delegates' attire must be at all moments appropriate to the relevance of the event and the role represented. Therefore, compliance with the so-called Western Business Attire is mandatory.



- Female: full suit or blazer, with blouse or dress or formal shoe. No jeans or sneakers are acceptable. Cocktail dresses will neither be accepted.
- Male: full suit or blazer and formal trousers (no jeans accepted), shirt, tie or bow-tie, and formal shoes. Again neither sneakers nor cocktail clothes will be accepted.

Despite the above mentioned provisions, delegates shall wear, at their discretion, clothes, badges, accessories and typical dresses of the countries they represent, if they are appropriate for the occasion according to the protocol of such countries.

COMPLIANCE DISPOSITION

Participating in the Model in general, and in the committee in particular, presumes the acceptance of all the aforementioned provisions and the General Policies of the Model as published in the website. The organization reserves the ability to modify these Rules of Procedure at any moment, with immediate notification to the participants.