



FEDERAL BUREAU OF INVESTIGATION PROCEDURE GUIDE

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INTRODUCTION & DYNAMICS OF THE COMMITTEE:

The chair of the Federal Bureau of Investigation, extends warm greetings to all delegates. We are aware that both academically and procedurally, this committee is rather demanding. For this reason, the chair would like to underline the Crisis Team as a tool to help the committee function as effectively as possible. The chair understands that being a somewhat confusing committee in terms of its operation, doubts may arise before or during the model, that is why the chair invites the delegates to contact any member of the team.

As it will be deepened later on, the Federal Bureau of Investigation is a committee which seeks to emulate the functioning of the different police forces considering the case of the Cecil Hotel, more specifically Elisa Lam. Considering the historical precedents of the Cecil Hotel, the committee will make reference to the past

as needed. It's imperative to establish that as the case took place in the United States of America, laws which correspond to the American jurisdiction, will be implemented along the committee, unless there is another focus, from an international perspective concerning the necessary measures that could be adapted. Along this academic guide the procedure of the committee will be found in the most detailed way possible.

OPERATIONAL MECHANISMS

The Chair:

The Chair is the entity who holds the greatest authority within the committee; it holds the responsibility for directing the process laid out in the guide, submitting the various motions to a vote, and acting as a "guide" for the delegates during debate and other times of discussion.

Crisis Center:

The Crisis Center's three main responsibilities are to examine, approve, or refuse committee delegate-submitted directives and to communicate the effects of these through crisis writing or committee status updates. If it is deemed necessary, the crisis center will also attempt to maintain the committee flowing through difficulties even if they are not a direct result of a crisis. Notwithstanding, the Crisis



Center will be in charge of bringing the witnesses requested by the delegates, towards the committee.

Delegates:

Delegates must comply with their role inside the committee, handling the case with the respect that it deserves. Delegates are expected to have an encouraging attitude, with the mere objective of finding solutions and declaring as guilty those who have committed unlawful acts towards the case. The role of directives play an essential role through the committee. Delegates are required to make use of directives, complying with the specific parameters that emerge through it. Lastly, delegates must make an appropriate representation of their delegation, along with the new motions added within the structure of the committee.

FEDERAL BUREAU'S OF INVESTIGATION PROCEDURE

With the presence of the primary federal law enforcement in the United States, being the FBI: it seeks to investigate and present the necessary evidence to prove that what happened to Elisa, was not an *accidental drowning*. Conspiracy theories play an essential role through the committee. Delegates are expected to provide theories and back them up with information, of what could of possibly happened to Elisa Lam. Through the creation of new theories



which may emerge around the circumstances that have taken place in the Cecil Hotel, the following factors must be taken into consideration: Who? When? Where? (time frame within the committee).

MOTIONS & POINTS

The motions and points in the committee will be implemented as traditionally, only few additions will take place:

Motion of Fact Ratification:

Whenever a delegate states a fact which is doubtful to another delegate for the reasons of (context, time constraints, individuals involved etc.). The delegate is allowed to make a motion for a fact ratification where the chair will approve it or deny it, depending on the imperativeness that it possesses within the committee, and the due procedure will be carried out.

When this is made, the delegate will state the specific fact that it wants to be ratified. With this said, the crisis delegate will conduct the necessary process for the acceptance/denial of the ratification of a fact and will bring the answer to the committee, later on. When the crisis delegate has the result of the ratification of the fact, it will read it out loud to the committee, sharing its decision. The process of ratification will consider an investigation of the events which took place on the



disappearance of Elisa Lam (considering time, actors, surveillance footage, etc.)

What happens if a fact is ratified?

If a fact is ratified, it cannot be denied by any delegation in the committee, and will conduct to the necessary imposition of solutions.

What happens if the ratification of a fact is denied?

The fact is considered as a fallacy within the committee, it cannot be further discussed. This motion is used when a source is considered as doubtful.

Motion for Witness Intervention:

How is it made?

This motion is non-interruptable, is implemented whenever delegates require the immediate intervention of a witness in the committee. The delegate will ask for the chair the permission to make the motion, the chair will approve it or deny it depending on the pertinence that it possesses, it will be voted by the whole committee. After the voting process is made, the witness may enter the committee.

Types of Witnesses:

Whenever the delegate makes the motion and the chair approves it, the delegate will be required to state the type of witness that



it will bring to the committee. The committee only allows the intervention of the following types of witnesses.

- a. Witnesses who were in the scene, have had direct contact with the case.
- b. Lawyers/political representatives
- c. Health Representatives: Scientists, Doctors, etc.
- d. Supernatural phenomena expert/ Religious figures.

Process:

The arrangement of the witness which will make presence in the committee, must be previously arranged by the delegate with the crisis delegate. The delegate which made the motion for a witness intervention must establish the following points with the witnesses/crisis delegate:

- a. Provide an identity to the witness. Name, Age, Nationality, Involvement in the case.
- b. What will be said along the intervention of the witness?

- c. Which has to be the tone in which the witnesses express it's testimonies?
- d. Will the witness be open to points of information? If so, how many? Which could be the possible answers.?

It imperative to highlight that within the process, the crisis delegate will be communicating to the chair the arrangement that is being made, for the chair to approve or deny the intervention of the witness in the commite, along with the content which is supposed to state.

Aftermath:

After the crisis delegate (witness) finishes intervention, the chair will ask if there are any points of information on the floor. If there are, the procedure will continue as normal, until the witness excites the room.

Motion to carry out trial to presume as guilty

How is it made?

This motion is non-interruptible, and is implemented whenever delegates decide to declare a WITNESS or a DELEGATE as guilty or involved as a victimizer both directly or indirectly in the Elisa Lam's Case. It is expected for this motion to be implemented

wisely, as it can only be used a few times towards the end of the debate, when resolutions are being reached (working paper). The motion does not make part of the working paper. It will be voted and the chair will approve it or deny it. The chair will ask through the roll call all of those who approve the implementation of the motions throughout the committee. Afterwards, the chair will ask delegates i they are in favor or against the trial to presume as guilty, to the specific individual which is being judged.

Motions:

- Motion to open session
- Motion to suspend session
- Motion to resume session
- Motion to close session
- Motion to open agenda
- Motion to close agenda
- Motion to start a moderated caucus
- Motion to start an unmoderated caucus
- Motion to start a speakers list
- Motion to extend time for (....)
- Motion to read working paper (.....)
- Motion to vote working paper (.....)
- Motion to table working paper
- Motion to add to the register
- Motion to divide question
- Motion for an extraordinary session of questions
- Motion to relax dress code
- Motion to divide the house



- Consultation of a whole
- Motion of fact ratification
- Motion of witness intervention
- Motion to carry out trial to presume as guilty.
- Permission for irruption of formality

Points:

- Point of order
- Point of personal privilege
- Point of information to the chair
- Point of veracity
- Point of relevance

Permission for irruption of formality:

The delegate is allowed to propose this point during its own intervention to proceed with what it was saying but in a much more colloquial way (always maintaining respect towards the delegates). The chair will accept it just if it considers it pertinent in the committee.

GENERAL RECOMMENDATIONS

It is expected for delegates to have clear knowledge regarding the case along with the procedural structure of the committee. Henceforth, the special motions must be implemented wisely when they are strictly pertinent. If any doubts arise, any member of the team is willing to intervene. It is expected for you, as delegates to be creative, hence, you must maintain order. As much as the case involves paranormal



activities, you must adhere to reality through your directives. At the end of the model, the chair will provide the final verdict in the closing ceremony, to prove, which delegate was closer to finding the truth about what happened to Elisa Lam. We, as the chair, wish for the best. We are completely sure that whichever is the theory that you decide to back up, will be argued with enough evidence, to make justice for Elisa Lam's "passing".