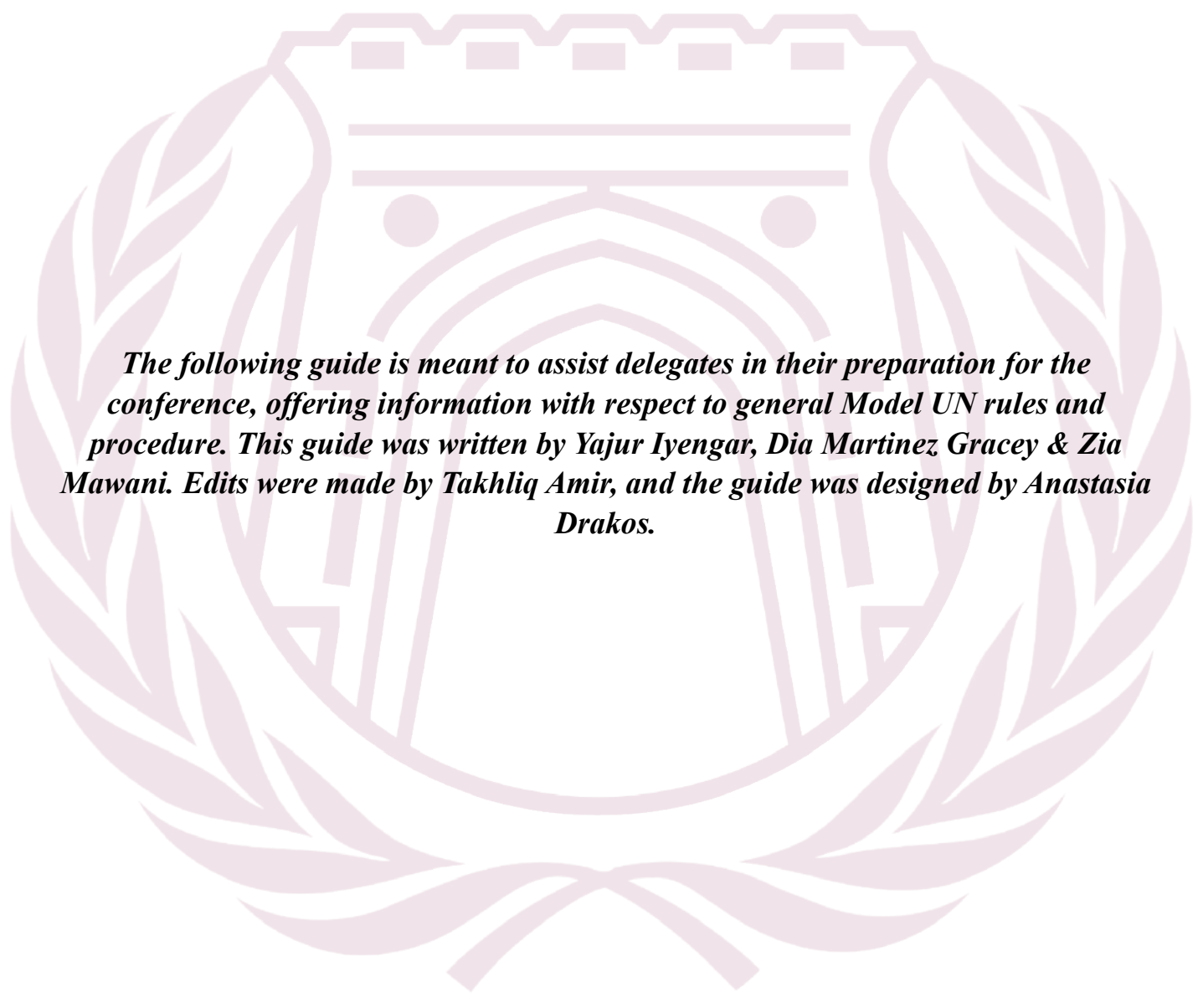


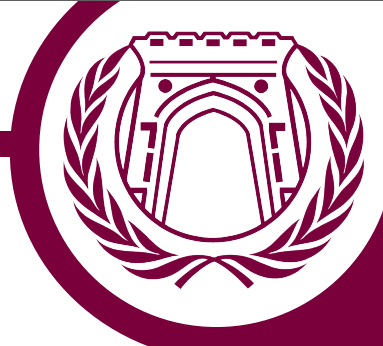


MACMUN 2020

RULES AND PROCEDURE



The following guide is meant to assist delegates in their preparation for the conference, offering information with respect to general Model UN rules and procedure. This guide was written by Yajur Iyengar, Dia Martinez Gracey & Zia Mawani. Edits were made by Takhliq Amir, and the guide was designed by Anastasia Drakos.



■ Table of Contents

Introduction_____	3
Delegate Expectations_____	3
Overview of Committee Flow_____	4-7
Diagram of Committee Flow_____	8
Committee Types_____	9
Position Papers_____	9-18
Information_____	10-11
Template_____	12
Basic Sample Position Paper_____	13-14
Advanced Sample Position Paper_____	15-16
Sample ICJ Position Paper_____	16-17
Resolutions_____	18-21
Preambulatory and Operative Clauses_____	18-19
Sample_____	20-21
Points_____	22
Research Tips_____	23
Terminology_____	24-28



■ Introduction

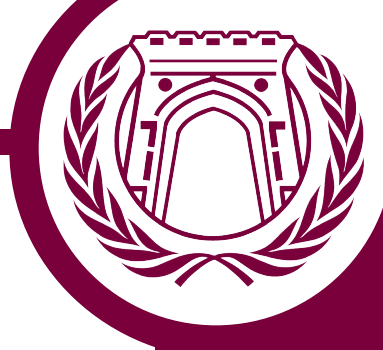
The following guide contains important information for delegates to understand and participate in a Model United Nations Debate. Primarily, this resources guide will highlight the main procedure of a Model United Nations debate, as well as appropriate vocabulary and sample protocols. In addition, it will also include expectations for delegates and information about the types of committees to be found at MACMUN.

■ Delegate Expectations and Code of Conduct

Delegates are to be respectful and courteous to staff members and other delegates at all times. The dais will immediately call to order delegates who do not abide by this rule. Delegates who feel they are not being treated respectfully are encouraged to raise their concerns with their committee director or a member of the Secretariat.

English will be the official and working language of MACMUN 2020. Communication in a language other than English at any time during a committee session is cautioned against as it excludes non-speakers of that language. If a delegate wishes to bring forward a piece of literature in a language other than English, it must be accompanied by a full translation in English, or have its content approved by the Chair(s) prior to the beginning of the first committee session.

Delegates ideally must wear Western business attire at all times during committee sessions. Common acceptable clothing items include dress shirts, suit jackets, dress shoes, dresses, skirts, and sweaters. Jeans are not an acceptable form of attire for MACMUN. Any forms of cultural appropriation are strictly prohibited during the course of MACMUN. Should a delegate fail to abide by the dress code guidelines, the committee Chair(s) will contact a member of the Secretariat. Appropriate actions will be taken, including removal from the conference.



■ Overview of Committee Flow

1. OPEN DEBATE

Example Statement: "The delegate of Brazil would like to motion to open debate."

During opening ceremonies, a member of the Secretariat (generally the Secretary-General) proclaims the debate as officially open. Delegates proceed to their respective committees and take their place.

2. ROLL CALL

A member of the Dais begins each committee session by calling the names of countries in the committee to note who is present.

- a. Delegates must respond with "Present" or "Present and Voting" in order to avoid being marked as absent.
 - i. Delegates can use the "Present" response when their country does not have a hard stance on the issues at hand but instead would like to observe the direction of the committee. Delegates who indicate "Present" are not required to vote during resolutions but must vote at all other times.
 - ii. Delegates can use the "Present and Voting" response when they have a clear picture of how they want the debate to transpire and as such have a hard stance of the issue that is being debated. Delegates who indicate "Present and Voting" are required to vote during resolutions and must vote at all other times.

3. PRIMARY SPEAKERS LIST

Example Statement: "Motion to open the Primary Speaker's List, with a speaking time of sixty seconds."

The Primary Speaker's List is automatically opened. The Chair will ask for delegates who wish to be added to the List.

- a. In order to be acknowledged by the Chair(s), a delegate must raise their placard in the air.
- b. This is the best opportunity for delegates to state what order of topics they feel should be discussed.



- b. This is the best opportunity for delegates to state what order of topics they feel should be discussed.
 - i. If the delegate does not utilize the full sixty seconds, they must yield their time.

Example Statement: "The delegate of Norway yields their time to the chair."
 - ii. Delegates can yield their time either to the committee Chair(s) or another delegate for a prompted response.

4. SETTING THE AGENDA

Example Statement: "Motion to set the agenda to topic A followed by topic B." delegate will motion to set the agenda to any of the predetermined committee topics. This motion will be voted upon.

- a. Usually, the majority of a Model UN debate will spend time on the first and possibly second chosen topic, if there are multiple. As such, it is imperative that delegates vote on the more pertinent issues that their country first wants to debate immediately.

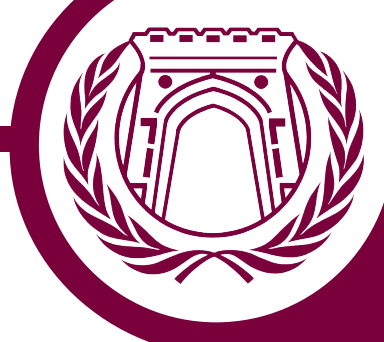
5. SECONDARY SPEAKER'S LIST

Example Statement: "Motion to open the Secondary Speaker's List, with a speaking time of sixty seconds."

Once the agenda has been set, a Secondary Speaker's List may be opened on the selected topic. Once again, the Chair(s) will ask which delegates want to be added to the Speaker's List.

- a. The Secondary Speaker's List is generally used to give a summary of how the delegate's country is impacted by the topic, some past actions taken, future implications, and/or their ideas for future solutions.
- b. Delegates may now state what particular aspects of the present topic should be discussed, and why.
- c. This particular speaking session will often be returned to in the event that no moderated caucuses have been proposed or all current motions for a topic have failed.
 - i. If the delegate does not take the full sixty seconds, they must yield their time.

Example Statement: "The delegate of Norway yields their time to the chair."



6. CAUCUSES

The bulk of committee session time is spent in caucuses.

a. Moderated Caucuses:

Example Statement: "Motion for a Moderated Caucus on the topic of 'X' with a 'Y' 'Y'-second speaking time with a total time of 'Z.'"

- i. The majority of debate occurs within Moderated Causes. As such, these types of motions should be frequently voted upon with the participation of all delegates to ensure effective debate.
- ii. The topic, duration and speaking times must be specified when motioning for a Moderated Causes. NOTE: There is no yielding of time in this section.

b. Unmoderated Caucuses:

Example Statement: "The United States motions for a 15-minute Unmoderated Caucus."

- i. These are opportunities for delegates to discuss ideas, concerns, and solutions in a more informal setting and begin work on resolution writing.
 1. In addition to Recesses, these may also be interspersed through the course of debate if motioned for, deemed In Order by the Chair(s), and passed by the committee.

7. RESOLUTIONS

Delegates work together through Moderated and Unmoderated Caucuses to write Working Papers and/or Draft Resolutions.

a. Presentation:

Example Statement: "Motion to introduce Draft Resolution 1.1, sponsored by Norway, Sweden, and Denmark."

If approved by the Dais, sponsors may display and read out their draft resolution.

b. Discussion:

Example Statement: "Motion for a 5 minute Q&A Period on Draft Resolution 1.1."

A draft resolution is usually discussed and/or debated through a Question and Answer period.

- i. Note: Most commonly, discussions and ideas for amendments will come up through a Q&A period, but Moderated Caucuses, speakers for and against, or any combination of these can also be used. Motions for these latter motions would be similar to those described above in format, but their topic would be focused on details of the resolution at hand.

c. Amendments:

Example Statement: "Motion to introduce an unfriendly amendment."

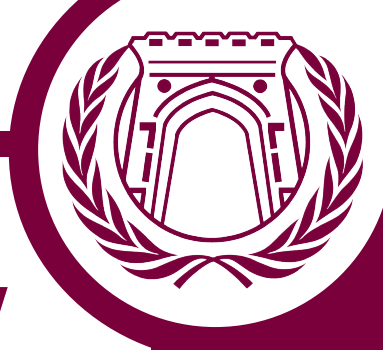


Anyone may propose and present amendments to presented resolutions, which are changes to any component(s) of the original resolution.

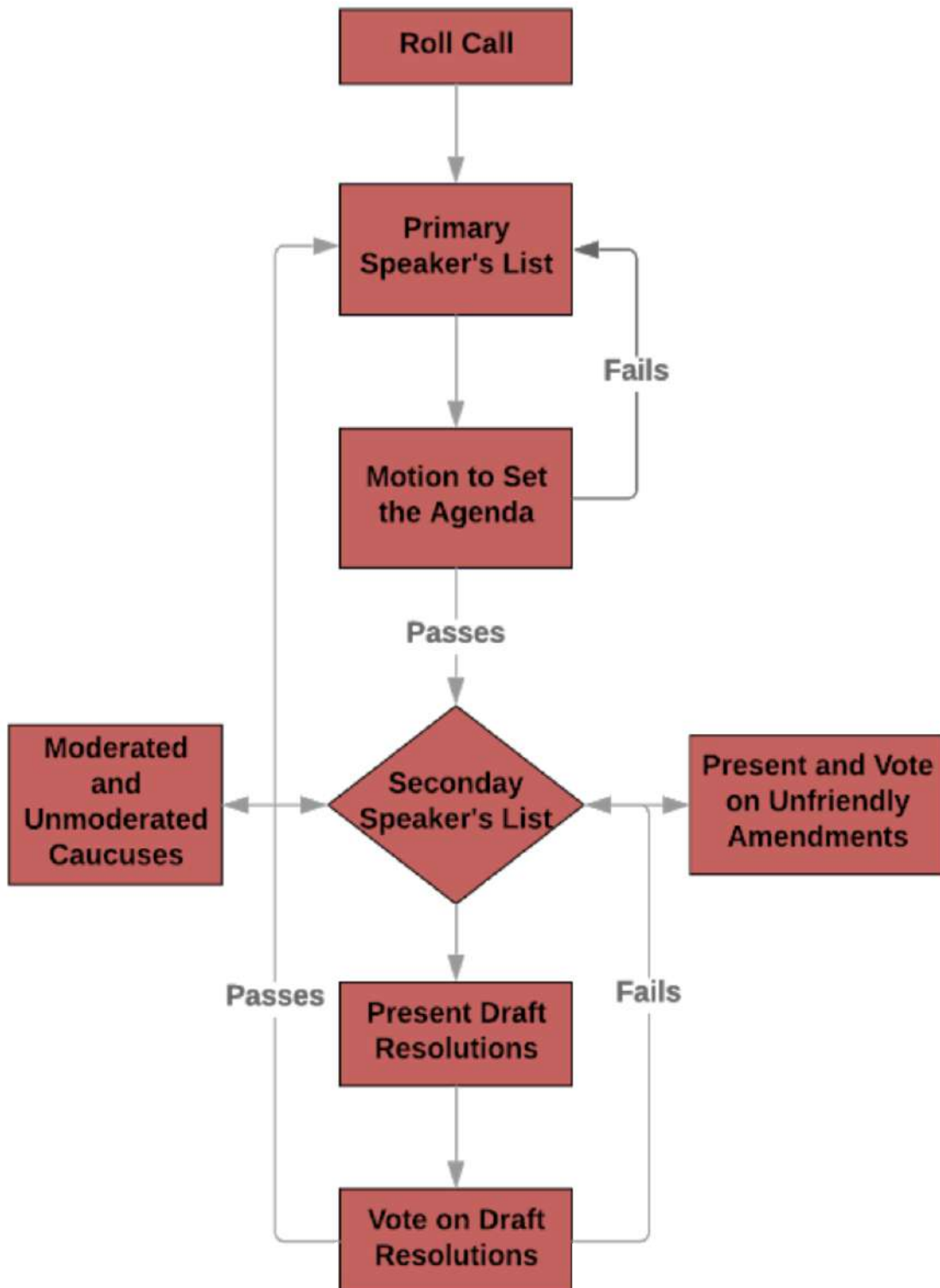
- i. Amendments to resolutions can either be friendly (all sponsors agree on change) or unfriendly (at least one sponsor does not agree).
 - ii. Friendly amendments become part of the resolution immediately, while unfriendly amendments must be voted upon.
- d. Voting:
Unfriendly amendments are voted upon, followed by a vote on the final draft resolution. The resolution either passes or fails.

8. PRIMARY SPEAKER'S LIST

The debate defaults to the Primary Speaker's List so that another topic may be selected.



■ Diagram of Committee Flow





■ Committee Types

There are three main types of committees at a Model UN conference. They vary in size, procedure, topics, and other features, as explained by the following:

COMMITTEE TYPE	SIZE	RULES AND PROCEDURE	DEBATE TOPICS	NOTABLE FEATURES
General Assembly (GA)	Large	Parliamentary procedure followed.	Current global issues discussed by the actual UN.	Has the largest range of countries participating. Great for delegates of all experience levels.
Specialized	Medium	Parliamentary procedure usually followed	May be real, fictional, or historical.	Faster-paced than GAs, crises may be integrated. Generally suitable for delegates of all experience levels.
Crisis	Small	Parliamentary procedure mostly followed with exceptions (i.e. no Speakers Lists; directives instead of resolutions).	May be real, fictional, or historical. Ad hoc: no topics given beforehand.	Fast-paced environment with rapid development. Experienced delegates preferred.

■ Position Papers

The position paper is a detailed essay of your country's policies and position on the topics that are going to be discussed in the committee. This will help you to organize



your thoughts and successfully engage with the committee. You can use your paper throughout the conference as a basis for your speeches, arguments, and resolutions.

The position papers will be judged by the conference hosts, and the writer of the top position paper in each committee will receive the Book Award. Please note that to be considered for any award at MACMUN 2020, you must submit a position paper.

Your goals are to research your assigned country in depth, to examine the stance they take on the given topics, and to summarize this information in one position paper. The length should not exceed one page per topic, single-spaced. Refer to the template as a guide on how to structure your paper.

1. A STRONG POSITION PAPER MUST INCLUDE:

1. Discussion of the topic in general.
2. How your country is affected by the issues.
3. Your country's policies with respect to the issues.
4. Quotations from your country's leaders about the topics.
5. Actions that your country has taken with regard to the issues.
6. What your country believes should be done to address the issues.
7. What your country would like to accomplish in the committee's resolution.
8. A description of your relationship with other countries as it relates to the issues at hand.

2. IMPORTANT NOTES:

- a. Include your name, assigned country, and committee.
- b. Please do not include illustrations, diagrams, decorations, national symbols, watermarks, or page borders.
- c. Include citations and a reference page, making sure to use a standardized citation style of your choice consistently and giving due credit to the sources used in the research. Please note that the reference page is not included in the page limit.

3. INSTRUCTIONS ON SUBMISSION:

- a. 1 page per topic.
- b. Times New Roman, 12 pt. font, single-spaced.
- c. Please refer to your committee's background guide for submission email information.



■ Position Paper Template

Topic:

Country/Position:

Committee:

(A) Introduction: Introduce the topic, the root of the conflict, historical implications, and represent the various perspectives of the issue.

(B) Background Information: Discuss the issue and its impact on your country or self. How does this issue relate to you? Why do you care?

(B1) How have you been affected by this topic specifically?

(C) Outline your country's policies and the factors that contributed to those policies being established in the first place.

(C1) Why have you or your country acted in a certain way historically?

(C2) What solutions are you or your country proposing to address the current/future problems?

(D) Restate your country's position and restate what you hope to achieve throughout the duration of the conference.

(E) Works Cited: Please be sure to thoroughly cite your sources on a separate page following each position paper.



■ Basic Sample Position Paper

Topic: Global Terrorism

Country: Denmark; Danish Defence Intelligence Service (DDIS)

Committee: Nine Eyes

(A) For European countries, terrorism has historically seemed like a distant problem which did not merit the attention of EU officials. However, in the past 16 years alone, 27 fatal attacks have occurred in Europe, killing 496 people in total. An issue of utmost importance, it has caused immense destruction and is now leading to rising concerns of radicalization of individuals via social media. Terrorist groups like ISIS have notably influenced youth at impressionable ages using the same platforms and modes used for entertainment in an attempt to disseminate radical messages. The Danish Defence Intelligence Service (DDIS), partnered with Nine Eyes, proposes to use signals intelligence (SIGINT) to gather information on terrorist recruiters and potential radicalized individuals, for the goal of implementing programs and policies that aim to prevent those who have been radicalized from becoming involved in terrorism.

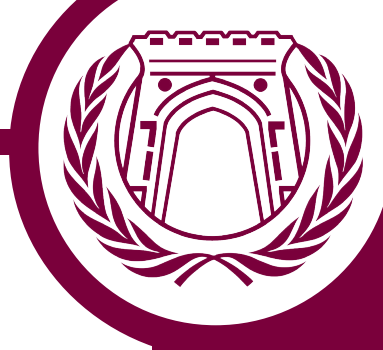
(B) In February 2015, two civilians were killed and five police officers were wounded in a shooting in Copenhagen at a public afternoon event called "Art, Blasphemy and Freedom of Expression," where Swedish artist Lars Vilks was showing his drawings of Muhammad, and was therefore thought to be the target. **(B1)** CNN reported that the perpetrator, a Danish born to Jordanian-Palestinian parents, "swore fidelity to ISIS leader Abu Bakr al-Baghdadi in a posting made on what's apparently his Facebook page just before the weekend shooting spree." This was the first time in Denmark's history that civilians were killed in an "act of terror." This event changed the dynamics of Danish defence and security. Since then, the Danish government has placed more importance on monitoring online radicalization, and creating programs to help individuals involved in terrorism to disassociate from those groups.

(C) The Danish government is continuing two projects previously funded by the EU: 1) "De-radicalization – Targeted Intervention," to create mentoring programs and exit interviews for those desiring to leave terrorist organizations; and 2) "De-radicalization – Back on Track," with the aim of developing methods to help inmates affiliated with terrorist organizations re-integrate into society after serving a prison sentence. The DDIS also feels that it is important to distinguish between "Islam" and "acts of terror." **(C1)** Too often, radicalized youth commit senseless murders in the name of "Islam" and the media tend to inaccurately categorize these acts under the will of Islam. However, as an intelligence agency for a liberal-minded country, the DDIS firmly believes that Islam and terrorist are not related, and



using the Islamic faith to justify terrorist behaviours is unacceptable by the media or by officials. A lack of understanding of the true motivations of radicalized individuals leads to societal animosity and fuels the rise of groups such as the Danish People's Party, an anti-immigration group that regularly denounces Muslim behaviour. (C2) The DDIS proposes to focus on establishing policies that educate people about the reality of terrorism, through think tanks like Quilliam and Denmark's Justitia.

(D) Ultimately, the DDIS feels that in a time of increasing threats of possible terror attacks, Nine Eyes must work together to coordinate policies that not only use SIGINT gathered to protect citizens by apprehending radicalized individuals before any act is committed, but also to take advantage of the Internet and the ability to communicate with the public to increase awareness of radical stimulation in order to eliminate the stigmatization of terrorism.



■ Advanced Sample Position Paper

Delegation of New Zealand Position Paper for the General Assembly Topic A: The Right to Protest

In 1990, the New Zealand Parliament passed the *New Zealand Bill of Rights Act* as part of the country's unwritten constitution. Based on the *International Covenant on Civil and Political Rights*, which New Zealand ratified in 1979, as well as the *Canadian Charter of Rights and Freedoms*, which sought to accomplish similar goals in a fellow Commonwealth country, the new Bill of Rights entrenched numerous fundamental rights and freedoms for New Zealanders. Among others, it includes the right to freedom of expression, freedom of association, and freedom of peaceful assembly. Former New Zealand Prime Minister Sir Geoffrey Palmer has said of the legislation he originally introduced, "Fundamental rights and freedoms in New Zealand are protected by the Bill of Rights."

While New Zealand is steadfast in upholding numerous fundamental human rights, including but not limited to the right to protest, it also recognizes that the will of the people, as expressed through their representatives in Parliament, takes utmost precedence. The Bill of Rights is not entrenched legislation, but politicians are expected to abide by it nonetheless, as the Attorney-General is legally obligated to declare contradictions with the Bill of Rights in proposed legislation. As such, New Zealand maintains a balance between ensuring the protection of human rights with the supremacy of parliamentary democracy.

Additionally, the Bill of Rights includes an exception modeled after the *Canadian Charter of Rights and Freedoms*: "The rights and freedoms contained in this Bill of Rights may be subject only to such reasonable limits prescribed by law as can be demonstrably justified in a free and democratic society." Generally, this is interpreted to impose limits on New Zealanders' rights, including the right to protest, if it is in the interest of national security, public order, public health, or if it is necessary to protect other rights. For example, hate speech is prohibited under New Zealand law. Although this may introduce legal ambiguities when protests become rowdy and incite police intervention, New Zealand's independent judiciary typically sides with protestors and affirms their right to protest.

New Zealand believes a similar model, wherein there is a balance between the protection of fundamental human rights, the supremacy of parliamentary democracy, and an independent judiciary, will help ensure the best protection of human rights, including the right to protest. In regards to this, the government of New Zealand has previously stated: "New Zealand's human rights policy has always had a strong multilateral focus, working through



system. This reflects the reality that the most effective way for a small country like New Zealand to advance the cause of human rights is to work with like-minded countries.”

New Zealand looks forward to resolving this issue and upholding people's right to protest.



■ Sample ICJ Position Paper

To: Chairs of the ICJ
From: *Delegate Name*, a neutral judge of the ICJ
Date: March 1st, 2018
Re: Topic I, Ukraine v. Russian Federation

Facts of the Case

Ukraine has filed a case against Russia, claiming that Russia has violated Article 24(1) of the International Conventions for the Suppression of the Financing Terrorism (ICSFT) and Article 22 of the Convention on the Elimination of All Forms of Racial Discrimination (CERD). According to Ukraine, Russia has infringed the ICFST by supplying money, weapons, and training to the separatists in eastern Ukraine, who recognize themselves as the Donetsk and Luhansky People's Republics. Ukraine has asked the ICJ to issue an order to stop all the support until legal proceedings have ended. Furthermore, Russia fueled terrorist activity in eastern Ukraine by shooting down the Malaysian Airlines flight MH17, and Ukraine is seeking compensation for the damages. Moreover, Ukraine claims that Moscow's treatment of Ukrainian and Tatar minorities in Crimea infringes CERD. Russia has responded to all these allegations by denying them and questioning the ICJ's jurisdiction over these matters.

Legal Issue in Ukraine v. Russian Federation

There are three prominent legal questions that arise in this case: (1) Did Russia violate Article 24(1) of ICFST, (2) Did Russia violate Article 22 of the CERD, and (3) Do these cases fall within the jurisdiction of the ICJ?

Legal Analysis

Ukraine's allegations that Russia is perpetuating terrorist activity in eastern Ukraine does not seem to have adequate evidence to demonstrate violation of ICSFT. A Dutch-led investigation determined that the MH17 was shot down by a Russian Buk anti-craft missile that was fired from an area controlled by the separatist forces. While this may lead to speculation, it is not enough evidence to convict Russia. Furthermore, the US military reported that thousands of Russians troops have been seen operating in Eastern Ukraine, but there is no concrete evidence that Russia is supporting separatists with funds or other types of support.

Referring to the reports of Organization for Security and Co-operation in Europe (OSCE) and the Office of the UN High Commissioner for Human Rights (OHCHR), there is evidence that Article 2(1) and 5 of CERD has been infringed by Russia. Reported by the OSCE in *Human Rights Assessment Mission on Crimea*, Russia has directed attacks towards the Mejlis, a group of Tartar leaders. Since the return of the Tartars to Crimea after being exiled in the 1980s, the Mejlis have played a significant role in protecting the cultural practices and rights of the Tartar people. Russia has targeted this group using anti-extremist

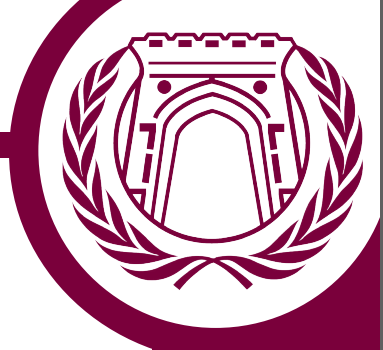


legislation to arrest Mejlis leaders, interrogate them, and effectively seized all Mejlis' property on the Crimea fund. The OHCHR has reported that Russia has limited the amount of school that instruct in Tartar and Ukrainian native languages. Since Crimea was occupied by Russia, attendance in schools that instruct in native languages has gone from 12,694 in 2013-2014 to 371 in 2016-2017, especially as these schools continue to face pressures from the Russian government.

The ICJ has a two-fold jurisdiction: (1) it decides in accordance with international law on disputes submitted by states, and (2) it gives advisory opinions on legal questions at the request of organs of the United Nations. As Ukraine, a state, has filed to apply the international law for Russia's proposed actions, this case is within the ICJ's jurisdiction.

Conclusion

As these cases are within the jurisdiction of the ICJ courts, the Russian Federation is not guilty of the charges under the ICSFT but has violated Articles 2 and 5 of CERD. However, the question perseveres whether the Russian Federation ought to be charged as Ukraine did not file against Russia with these Articles. They only filed under Article 22 of CERD and begs the question whether Ukraine should have filed a better case by citing the relevant Articles. However, does the manner of how the case was filed to the ICJ truly matter, if there is evidence that Russia has infringed Articles of CERD, and thus ought to be convicted?



■ Resolutions

WHAT IS A RESOLUTION?

The ultimate goal of a committee is to develop a resolution to the topic being discussed. This requires an in-depth understanding of the issue, innovative solutions to the issue, and most importantly, collaboration with fellow delegates. There are two components to the resolution: preambulatory clauses and operative clauses.

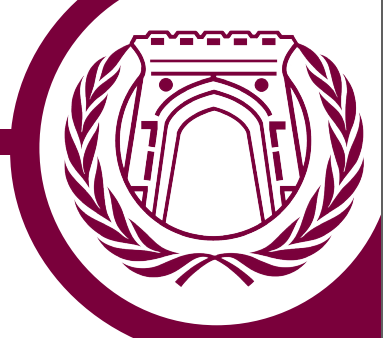
WRITING SECTIONS OF A RESOLUTION

The preambulatory clauses state the reasons for which the committee is addressing the topic, and highlights past international action on the issue. This can include reference to the UN charter, citations of previous UN resolutions, statements made by UN bodies, recognition of current efforts, or statements on the significance of the topic. Each clause begins with a present participle (called a preambulatory phrase) and ends with a comma.

Operative clauses offer solutions to the issues addressed. These numbered clauses are action-oriented and should include both an underlined verb at the beginning of the sentence followed by the proposed solution, and ending with a semicolon. You are encouraged to use sub-clauses to elaborate on your ideas. Examples are listed below:

1. SAMPLE PREAMBULATORY PHRASES

Affirming	Deeply Conscious	Fully aware
Alarmed by	Deeply Convinced	Fully believing
Approving	Deeply Disturbed	Further deploring
Aware of	Deeply Regretting	Further recalling
Bearing in mind	Desiring	Guided by
Believing	Emphasizing	Having adopted
Confident	Expecting	Having considered
Contemplating	Expressing its appreciation	Having considered further
Convinced	Expressing its satisfaction	Having devoted attention
Declaring	Fulfilling	Having examined
Deeply Concerned	Fully alarmed	Having heard



Having received	Noting with approval	Seeking
Having studied	Observing	Taking into account
Keeping in mind	Reaffirming	Taking into consideration
Noting with regret	Realizing	Taking note
Noting with deep concern	Recalling	Viewing with appreciation
Noting with satisfaction	Recognizing	Welcoming
Noting further	Referring	

2. SAMPLE OPERATIVE PHRASES

Accepts	Expresses its hope	Takes note of
Affirms	Further invites	Transmits
Approves	Further proclaims	Trusts
Authorizes	Further reminds	
Calls	Further recommends	
Calls Upon	Further requests	
Condemns	Further resolves	
Confirms	Has resolved	
Congratulates	Notes	
Considers	Proclaims	
Declares accordingly	Reaffirms	
Deplores	Recommends	
Designates	Regrets	
Draws the attention	Reminds	
Emphasizes	Requests	
Encourages	Solemnly affirms	
Endorses	Strongly condemns	
Expresses its appreciation	Supports	



■ Sample Draft Resolution

Draft Resolution 1.1

Committee: Economic and Social Council (ECOSOC)

Topic: Eliminating gender disparities in education by 2015

Sponsors: Saudi Arabia, Iran

Signatories: Jordan, Syria, Oman, Qatar, Venezuela, Cuba, Russian Federation

The Economic and Social Council,

Alarmed by the lack of enforcement of the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW),

Cognizant of the importance of gender-neutral education standards by 2015 as a component of the Millennium Development Goals (MDGs),

Noting with approval initiatives recently undertaken in Iraq and Afghanistan to ensure increased levels of education for future generation of women in the Middle East,

1. **Suggests** gender segregation remain in primary and secondary education where this structure is already in place;
2. **Reaffirms** that select nations do not segregate schools by gender, and is not proposing to divide said school systems;
3. **Proposes** additional specialization be provided in schools to:
 - a. Further acknowledge and utilize the differences between genders,
 - b. Alter secondary school curriculums to contain more concentrated courses including:
 - i. Female philosophy or psychiatric classes which would prove useful in raising a family and keeping a peaceful household,
 - ii. Improved male physical education and literature or scientific classes;
 - c. Help administer knowledge that will be useful in everyday lives of both genders;
4. **Recommends** all school systems exercising gender segregation be kept balanced concerning materials and resources;



5. **Further recommends** a new observational system be set in place:
 - a. By the United Nations
 - b. Made available to all nations already segregated by genders or wishing to do so,
 - c. To monitor the equal distribution of supplies, materials, teachers, and resources administered to all public male and female schools;

6. **Accepts** that each nation will have its own cultural differences and opinions on this matter.



■ Points

WHAT ARE POINTS?

Throughout the course of a MUN debate, there may be times when you need to ask a specific question regarding the debate, obtain general information from the Chair(s), or even request something from the Chair(s) to make you more comfortable. Using Points are the best way of doing so. The following are the four most commonly used Points:

1. Point of Order:
 - a. This is used when you witness either the chair or another delegate making an error in procedure.
Example: You motion for a Moderated Caucus and it passes, but the Chair forgets to ask whether you would like to speak first or last.

2. Point of Inquiry:
 - a. This is used when you need to ask for some type of clarification from either the Chair or another delegate regarding something that was previously said.

3. Point of Personal Privilege:
 - a. This is used when you need to request a change in the debate room that may be impacting your ability to participate in the debate. Examples include the turning on/off of lights, closing/opening blinds, if you cannot hear a speaker, etc.
 - i. NOTE: This is the only point that can be used to interrupt another speaker.

4. Right of Reply:
 - a. This can only be used if a previously speaking delegate has insulted you personally in some manner.
Example Statement: "The delegate representing X is clearly crazy."
 - i. This point cannot be used if another delegate is simply disagreeing with you or has criticized your ideas in a civil way.



■ Research Tips

The role of delegates in Model United Nations is to represent their respective country as accurately as possible in the context of the given committee and topic. As such, it is imperative that delegates use research material that correctly depicts the stance their country has taken on a given topic. It is important to consult both scholarly and popular sources while writing the position paper and preparing your research binder. Delegates can find information about their countries on the official United Nations website, through various scholarly databases such as EBSCO, or some of the resources listed below:

CIA Factbook:

<https://www.cia.gov/library/publications/the-world-factbook/>

Best Delegate:

<http://bestdelegate.com/resources/>

“How To” MUN Video:

https://www.youtube.com/watch?v=aBh_RaX0gvs

Quick 15 Things a Delegate Should Have in Their Research Binders:

<http://bestdelegate.com/mun-research-made-easy-15-things-every-delegate-should-have-in-their-research-binder/>



■ Model UN Terminology

Abstain: When delegates choose not to vote either for or against a motion, thus formally declining to vote.

Adjourn: All UN or Model UN sessions end with a vote to adjourn. This means that the debate is suspended until the next meeting. Used at the end of a conference or debate.

Agenda: The order in which committee topics will be discussed. The first duty of a committee following the roll call is usually to set the agenda.

Amendment: A change to a draft resolution on the floor. Can be of two types: a "friendly amendment" is supported by the original draft resolution sponsors and is passed automatically, whereas an "unfriendly amendment" is not supported by the original sponsors and must be voted on by the committee as a whole.

Background Guide: A research guide to a topic being discussed in a Model UN committee, usually written by conference organizers and distributed to delegates before the conference. The starting point for any research before a Model UN conference.

Bloc: A group of nations (or individuals) with similar opinions on an issue, often having regional or ideological ties.

Chair: A member of the dais that moderates debate, keeps time, rules on points and motions, and enforces the rules of procedure. Also known as a Moderator.

Dias: The group of individuals in charge of a Model UN committee. Generally consists of one or two Chairs and a Director.

Decorum: The order and respect for others that all delegates at a Model UN conference must exhibit. The Chair(s) will call for decorum when they feel that the committee is not being respectful of a speaker, of the dais, or of their roles as ambassadors.



Delegate: An individual acting as a representative of a member state, or an observer in a Model UN Committee.

Delegation: The entire group of people representing a member state or observer in all committees at a particular Model UN conference.

Director: A member of the dais that oversees the creation of working papers and draft resolutions, acts as an expert on the topic(s), makes sure delegates accurately reflect the policy of their countries, and ensures that decorum is maintained during caucuses.

Draft Resolution: A document that seeks to address the issues being debated by a Model UN Committee. Authored by Sponsors and signed by Signatories. If passed by the committee, the draft resolution will become a resolution.

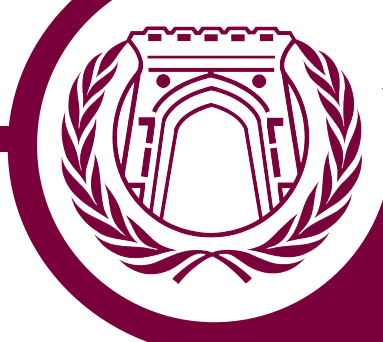
Formal Debate: The "standard" type of debate at a Model UN conference, in which delegates speak for a certain time in an order based on a speaker's list.

Gavel: The tool, shaped like a small wooden hammer, which the Chair(s) uses to keep order within a Model UN committee. Many conferences give the gavel used in a committee to the delegate recognized by the dais as the best in that committee; therefore, the term is frequently used to refer to the award given to the best delegate, even in cases where no actual gavel is given.

Head Delegate: The student leader of a particular delegation's Model UN club or team.

Moderated Caucus: A type of debate in which delegates remain seated and the Chair calls on them one at a time to speak for a short period of time. When motioning for a Moderated Caucus, a total time and individual speaking time should be set.

Motion: A request made by a delegate for the committee as a whole to do something. Some motions might be to go into a caucus, to adjourn, to introduce a draft resolution, or to move into voting procedure. May be decided upon by the committee at the discretion of the Chair. (see pages 4-7 and 18 on Points and Motions)



Page: A conference staff member who transfers notes between delegates.

Placard: A piece of cardstock with a country's name on it that a delegate raises in the air to signal to the Chair that they wish to speak.

Point: A request raised by a delegate for information or for an action relating to that delegate. Examples include a point of order, a point of inquiry, and a point of personal privilege. (see page 18 for examples)

Position Paper: A summary of a country's position on a topic, written by a delegate before a Model UN conference. Often serves as a baseline for research and debate and can influence eligibility for awards. Guidelines on format vary based on conference and committee.

Preambulatory Clause: The part of a resolution that describes previous actions taken on the topic and reasons why the resolution is necessary. It begins with a participle or adjective (i.e. noting, concerned, regretting, aware of, recalling, etc.).

Procedural: Having to do with the way a committee is run, as opposed to the topic being discussed. All delegates must vote on procedural matters and may not abstain.

Quorum: The minimum number of delegates needed to be present for a committee to meet. In the General Assembly, a quorum consists of one third of the members to begin debate, and a majority of members to pass a resolution. In the Security Council, no quorum exists for the body to debate, but nine members must be present to pass a resolution.

Recess: If passed, a motion to recess signifies that debate will be temporarily suspended for a short time.

Resolution: A document that has been passed by an organ of the UN that aims to address a particular problem or issue.



Right of Reply: A right to speak in reply to a previous speaker's comment, invoked when a delegate feels personally insulted by another's speech. If acknowledged by the Chair, an apology is usually considered in order; however, if the offending delegate refuses to apologize, the Chair will apologize on their behalf.

Roll Call: The first order of business in a Model UN committee session, during which a member of the dais reads out the names of each member state in the committee. When a country's name is called, the delegate may respond "present" or "present and voting." A delegate responding "present and voting" may not abstain on a substantive vote. All those who do not respond are marked as absent.

Rules of Procedure: The rules by which a Model UN committee is run. Also known as "Parliamentary Procedure."

Secretariat: The staff of a Model UN conference.

Secretary-General: The leader of a Model UN conference.

Signatory: A country that wishes a draft resolution to be put on the floor and signs the draft resolution to accomplish this. A signatory need not support a resolution; it only wants it to be discussed. Usually, Model UN conferences require some minimum number of sponsors and signatories for a draft resolution to be approved.

Speaker's List: A list that determines the order in which delegates will speak. The Chair will create a speaker's list by asking all delegates wishing to speak to raise their placards and calling on them one at a time. During debate, a delegate may indicate that he or she wishes to be added to the speaker's list by sending a note to the dais.

Primary Speaker's List: The default at the beginning of a committee's debate. Used to select the topic of discussion.

Secondary Speaker's List: The default at the beginning of a committee's debate once the topic has been selected. From here, motions for a Caucus are generally in order.

Sponsor: One of the writers/presenters of a draft resolution. A friendly amendment can only be created if all sponsors agree.



Substantive Matter: A substantive matter is something that is an action on the topic being discussed, essentially a resolution or an amendment. This is in contrast to procedural matters, which have to do with committee flow (i.e. motion for a Moderated Caucus).

Unmoderated Caucus: A type of debate in which delegates may leave their seats to mingle and speak freely. Enables the free sharing of ideas to an extent not possible in a Moderated Caucus. Frequently used to write working papers and draft resolutions.

Working Paper: A document in which the ideas of some delegates on how to resolve an issue are proposed. Frequently the precursor to a draft resolution.

Veto Power: In the Security Council, Russia, USA, UK, China, and France have the ability to prevent any resolution from passing by vetoing it.

Voting Procedure: The period at the end of a committee session during which delegates vote on proposed amendments and draft resolutions. Nobody may enter or exit the room.

Observer: A state, national organization, regional organization, or non-governmental organization that is not a member of the UN but participates in its debates. Observers can vote on procedural matters but not substantive matters. An example is the Holy See.

On the Floor: At a Model UN conference, when a working paper or draft resolution is first written, it may not be discussed in debate. After it is approved by the Director and introduced by the committee, it is put "on the floor" and may be discussed.

Operative Clause: The part of a resolution which describes how the UN will address a problem. It begins with an action verb (decides, establishes, recommends, etc.).