NCMUN
RULES OF PROCEDURE
HANDBOOK

NCMUN 2020

NCMUN
Model United Nations

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DELEGATE CODE OF CONDUCT

The NCMUN staff reserves the right to dismiss any participant from the conference due to violation of any regulation. The NCMUN Conference will enforce the following rules of conduct:

NAME BADGES

Delegates must wear their name badges at all times; they are the only identification recognized by the NCMUN staff and other officials. **Badges must be kept visible at all times.**

ILLEGAL SUBSTANCES & SMOKING

Any delegate found in possession of alcohol or illegal drugs will be barred from the conference and sent home immediately. Smoking is prohibited in all conference buildings at all times, and any delegate found smoking will also be sent home.

AUTHORITY

Delegates must obey instructions from any advisor, faculty or conference staff member, both inside and outside of committee sessions.

LAPTOP/CELL PHONE POLICY

Delegates are permitted to use laptops and tablets during the conference. Cell Phones are not permitted during the sessions. NCMUN staff is not responsible for lost or stolen property.

TRASH

Delegates are responsible for their own trash. After each committee session, each delegate is to clean his/her own area before leaving the room.

MEETING ROOM USE

Delegates must respect the meeting rooms and furniture of Nuevo Continente School at all times. Delegates found writing on tables or chairs will be immediately removed from the conference. Delegates may not bring food into the committee rooms.

CONFERENCE DRESS CODE

All delegates at the NCMUN Conferences must adhere to the following dress code. As a general rule, delegates must be dressed in formal attire. *Delegates who are not dressed appropriately will have a Warning.*

SUITS

A suit always looks professional and is the best option. Be sure to keep suits clean and wrinkle-free.

PANTS & BOTTOMS

Slacks and suit pants are acceptable, preferably in dark colors. Females may wear skirts but should also wear pantyhose or stockings. No jeans or shorts.

HAIR

Keep hair looking professional at all times; hair style should not detract from your overall appearance.

SHIRTS & TOPS

Males must wear a collared button-down shirt. Females may wear a blouse, sweater or button-down shirt.
Dresses are also appropriate as long as they are adequate in length, No T-Shirts.

SHOES

Females may wear high-heels, but they may prove uncomfortable after some time. Open-toed shoes must be professional. Males should wear dress shoes. No sneakers or flip-flops.

JEWELRY & PIERCINGS

If you have piercings on your face that is not for cultural purposes or that is on your ears, it is best to remove the rings or studs during the conference for a professional presentation.

WARNINGS

During the session, delegates are expected to exercise diplomatic courtesy when addressing other delegates and the Chairpersons. The Chairpersons have the authority to address diplomatic warnings to delegates who obviously violate the diplomatic courtesy. In case that the delegate's conduct seriously hampers the process within the debate, the Chair reserves the right to request his expulsion from the conference room.

CONFERENCE SCHEDULE

It is essential that you have a sense of the conference schedule. While there are breaks in the meetings, and times when delegates may leave the committees to get some air, delegates should realize that they are expected to attend all meetings; they are not to be wandering around outdoors or out of session for any length of time. In short, know what to expect in terms of the conference schedule, as well as what the staff expects from you in meetings, from the other delegates, etc.

Wednesday February 5th

4:00 pm – 4:30 pm: Registration

4:40 pm – 5:30 pm: Opening Ceremony

5:30 pm – 5:45 pm: NCMUN Picture

5:45 pm – 6:00 pm: Locate committees

6:00 pm – 7:30 pm: 1st Session Ceremony

Thursday February 6th

4:00 pm - 5:30 pm: 2nd Session

5:30 pm – 5:50 pm: Break

5:50 pm – 7:20 pm: 3rd Session

7:30 pm – 9:30 pm: Delegate Cocktail

Friday February 7th

4:00 pm – 5:30 pm: 4th Session

5:30 pm – 5:50 pm: Break

5:50 pm – 7:20 pm: 5th Session

7:20 pm- 7:30 pm: Break

7:30 pm- 8:40 pm: Closing Ceremony

EXPECTATIONS FOR PERFORMANCE

All delegates are expected to:

1. Prepare for the conference by researching their country and topic in advance;
2. Obey the Delegate Code of Conduct;
3. Listen to instructions from the conference staff.
4. Actively participate in the committee's debate, including (but not limited to) making speeches, caucusing, proposing resolutions and amendments, and voting.
5. Listen attentively during opening ceremonies.

The NCMUN Conference will acknowledge delegates who do a superb job of representing their country. Although the NCMUN provides awards, this should not be the sole purpose of attending a Model UN conference.

Awards will be based on the following criteria:

1. Represents assigned country, realistically conveying a thorough understanding of the country's policy;
2. Conducts oneself in a diplomatic manner during formal and informal debate;
3. Shows willingness to negotiate through topics for the benefit of the committee;
4. Conveys knowledge of United Nations structure and function;
5. Understands and follows the conference rules of procedure;
6. Displays the ability to verbally present policy, ideas and questions during committee.

The following awards will be given:

Best Delegate

Excellent Delegate

Honorable Delegate

Outstanding Delegate

Best Position Paper

MODEL UN RESEARCH

It is important to remember that your goal is to faithfully represent your country. Delegates need to learn about their country so that they may respond to the issues raised at the conference just as a real delegate from that country would respond.

You should also be knowledgeable about the specified topic area, the United Nations, and your particular committee. It may be helpful to create a portfolio and divide the information by country, topic, the UN, and conference information. When researching, you should know the following:

COUNTRY RESEARCH

Delegates need to learn enough about their country in order to take action to the issues debated at the conference just as a real delegate from that country would respond at the United Nations. Being clear on the nation's voting records, with who the country generally votes, and what initiatives the country has sponsored will help delegates to role play as delegates from that country. In addition, delegates must learn general information about the country they are representing: its political structure, history, culture(s), geography, people, infrastructure, economics, transnational issues, the country's allies and enemies in the world, and to what formal organizations it belongs.

Some sources for country information include:

a News and media sources, particularly those that focus on the specific country and UN activities throughout the world, are a great resource.

b The country's permanent UN Mission can be a useful resource. Delegates can visit the mission's web site. MUN delegates can find also information on the Internet at www.embassy.org.

c Delegates can look on the U.S. State Department country reports.

d Another great source of information is the CIA World Factbook. Here delegates can find a lot of general information such as statistics, demographics and historical information. The CIA web address is www.cia.gov.

e The United Nations web site has an abundance of information including actual speeches and country voting records. You can find it at www.un.org

f Additional links can be found on www.unagb.org under "Research Resources."

TOPIC RESEARCH

Next, delegates should research the topic at hand. The background guides are intended to jumpstart delegates' research. The "Research Sites" and portions of the background guides will help focus your research. Delegates should further research the general information on the topic, the country's position about the topic, actions taken to combat the problem, and stances of other countries, blocs, etc.

Great areas to look for information include:

a. News and Media sources. Delegates should consult their local libraries or university libraries.

b. The United Nations web site is always a useful site for topic research. The UN Economic and Social Council section has a great index to some of the most popular topics. In addition, through the United Nations Documentation Center you can find resolutions and voting records from the current and previous years.

c. Non-Governmental Organizations (NGOs) offer a lot of background information, and in many cases, great Internet links to further sources of research.

d. Policy centers of universities. Many topics, especially human rights, are the subject of constant research by both professors and students.

UN RESEARCH

Delegates cannot forget to learn about the United Nations. In many cases this is the area of research that is most overlooked. It is important for delegates to know how the organ/agency that they are in operates, the text of the UN Charter, recent UN actions on the issue, conferences that have been held, statements by UN officials etc. The UN web site, www.un.org, is the best resource to find this information. The UN also publishes many books about the specific topics, and general UN information, which can be purchased via their web site.

POSITION PAPERS

Introduction

In an effort to expand upon the high quality of debate at NCMUN, delegates are required to submit position papers at the registration table. Position papers allow delegates to organize their ideas and aid in formatting and representing a country's policy. The position papers will also aid delegates in formulating their speeches.
Position papers should define each topic on the agenda, as well as that topic's relationship to the country's national interests. An outline is included on the following page.

Length

Position papers are a maximum of one page for each topic within the committee.

What the position paper should include

The paper should include a brief introduction and a comprehensive breakdown of the country's position on the topics that are being discussed within the committee.

An excellent position paper includes:

- A clear statement of policy
- The country's background on the topic, including:
  - Political and/or foreign policy;
  - Action taken by your government in relation to the topic;
  - Actions your government has supported or not supported;
  - Resolutions and declarations that your country supports;
  - Quotes taken from speeches made by heads of government;
  - Action that the country would support in a resolution.

POSITION PAPER OUTLINE

Heading

Delegate:
School:
Country:
Committee:
Topic:

1st Paragraph – Background Information

- Why is this topic important for the committee to address?
- How did the problem begin?

2nd Paragraph – Country´s Position

- Is the topic an issue in your country?
- What actions has your country taken to address the issue on a national level?
- How has your country addressed the issues on an international level?
- What actions has your country taken on the issues on an international level?
- What conventions, treaties and resolutions has your country supported on this issue?
- What organizations is your country a member of, that address this issue?
- Do you have quotes from government officials on this issue?

3rd Paragraph – Possible Solution

- What role would your country like to see the international community take to address the problem?
- What are your country's recommendations to the committee on how to best resolve the issue?

Tips

Research, Research, and Research.
DO NOT restate information found in the topic guide.
DO NOT include information about your country that is not related to the issue.
DO NOT just list facts.
Give recommendations on issue specifics.

SAMPLE POSITION PAPER

Delegate: Abril Juárez Ríos
School: Nuevo Continente Querétaro Country: State of Palestine
Committee: Social Cultural and Humanitarian Committee (Third Committee) Topic B: Refugees displaced around the Middle East

It is defined as a refugee, someone who has been forced to leave his or her country because of persecution, war, or violence. Refugees may suffer of persecution due to their race, religion, nationality or political opinion. Mostly, they are not able to return home or are afraid to do so.
Making people refugees has as a purpose to keep them safe and out of danger, however, in most of the occasions they still have to face problems like having few resources, overcrowded refugee camps, security and health issues, etc. It is extremely important to address this situation in order to provide the best possible life quality for these people who are already going on through a hard time.

As we all know, Palestine has been in a conflict with the Israelis for now 65 years. Throughout this time, around 7.1 million Palestinians have been forced to live as refugees, especially in countries such as Lebanon, Jordan, Syria, Israel, the Gaza Strip and the West Bank, in order to keep themselves safe from the constant Israeli attacks and humiliations. Despite the help given by the UNRWA (the United Nations Relief and Works Agency for Palestine Refugees), not all host countries are giving Palestinians the basic rights they need. Refugees in Lebanon are living with no hope, no property, and no rights to work, that without mentioning the limited health care they receive and as they have no work, they can´t afford medicines. Also, refugees living in Israel are now forbidden the right of return to their homes and villages.

The delegation of Palestine is really concerned about this situation and urges to find a viable solution to provide the right life standard for their refugees around the Middle East and to ensure the right of return of the Palestinians to their home. Some possible solutions may be already going on, but we can enforce them, like creating awareness around the world about the donation programs, in order to keep giving and improving education, health services, refugee camps´ state and loans for microfinance.

CONFERENCE PROCEDURES

While in committee, the chair will smoothly facilitate debate between the delegates. It is important to practice the rules and procedures prior to attending the conference.

While in committees

Your goal is to articulate your delegation's perspectives on the issues in the meetings. To do so, you need to get your delegation onto the speakers list. This list grows fairly long, so make it a habit to get your country on the list regularly. This will enable you to speak more frequently during the sessions. If your turn comes up and you have nothing to say, you can simply yield the time to another delegation or to the chair

Rules of procedure

I. INTRODUCTORY REMARKS

Rule 1. Official and working languages

English shall be the official and working language of all committees during formal and informal debate.

Rule 2. Decorum

Delegates are to obey instruction given by NCMUN staff. Those who do not obey directions will be dismissed from the conference.

II. SECRETARIAT

Rule 3. Statements by the Secretariat

The Secretary-General or her representative may make oral as well as written statements to any committee concerning any issue.

Rule 4. General Functions of the Secretariat

The Chair shall declare the opening and closing of each meeting and may propose the adoption of any procedural motions to which there is no significant objection.
The Chair, subject to these rules, shall have complete control of the proceedings at any meeting and shall moderate discussion, announce decisions, rule on points or motions, and ensure and enforce the observance of these rules. The Chair may temporarily transfer his or her duties to another member of the committee staff. All procedural matters in committee are subject to the discretion of the Chair. The Chairperson may undertake any action that is not covered in the Rules of Procedure in order to facilitate the flow of debate at the conference.

III. AGENDA

Rule 5. Agenda

The Under Secretary shall communicate the agenda to the delegates before the conference.

Rule 6. Revision of the Agenda

Additional items of an important and urgent nature may be placed on the agenda during a regular session by the Secretary-General who may add additional topics to the agenda at his/her discretion.

Rule 7. Adoption of the Agenda

The first order of business for the committee shall be the adoption of the agenda. The only motion in order at this time will be in the form of "I propose a motion to open topic "x".

- The motion requires a second and is debatable;
- A provisional for-against speakers list shall be established, with two separate lists, one for speakers in favor of the motion and one for those against. Speeches shall alternate between those in favor of the proposed agenda order and those against.

- After there have been two speakers for and two speakers against the motion, a motion to close debate may be raised, requiring two speakers against and a two- thirds majority (or, after the provisional speakers list is exhausted the committee shall move into an immediate vote). A simple majority is required for the motion to pass the agenda order.
- A motion to proceed to the second topic area is in order only after the committee has adopted or rejected a resolution on the first topic area or debate has been adjourned;
- In the event of a crisis or emergency, the Secretary-General or Under Secretary may call upon a committee to table debate on the current topic area so that the more urgent matter may be addressed.

After a resolution has been addressed and voted upon, the committee will return to debate the tabled topic. If a resolution on the crisis topic fails, the committee may return to debate on tabled topic area only at the discretion of the Secretary-General or Under Secretary.

IV. CONDUCT OF BUSINESS

Rule 8. Speakers List

The Chair shall open the speakers list for each topic to be discussed at the request of a delegate. Any delegate wishing to be added to the speakers list shall indicate so when asked by the Chair or shall submit such a request in writing to the dais.

Rule 9. Limitation of Speaking Time

The Chair may limit the time allotted to each speaker. However, delegates can motion to increase or decrease the speaking time, which will be voted upon by the committee or council. When a delegate exceeds his or her allotted time, the Chair may call the speaker to order without delay on.

Rule 10. Speeches

No delegate may address the body without the previously obtained permission of the Chair. The Chair may call a speaker to order if his/her remarks are not relevant to the subject under discussion. The Chair shall enforce the time limit as described by Rule 9.

Rule 11. Yielding Time

The delegate, who has been recognized by the Chair to address the body on a substantive issue, may yield any speaking time following their remarks before they proceed with their speech. Yields may be made in three ways: to another delegate, to questions, or to the Chair.

- Yield to another delegate. Delegates should state "I yield my time to the delegate of Mozambique." His/her remaining time shall be given to another delegate. This is especially useful when the following speaker will support the position and views of the previous speaker.
- Yield to questions. Delegates shall be selected by the Chair to ask one question per speech. The Chair has the right to call order to any delegate whose question is, in the opinion of the Chair, not designed to elicit information. Answers to questions are limited to the time remaining in a delegate's speech.
- Yield to the Chair. Delegates should state "I yield my time to the Chair." Such a yield should be made if the delegate does not wish his/her speech to be subject to comments. Such a yield should also be made if the speaker has stated their points earlier than the allotted time. The Chair shall then move on to the next speaker. Once a delegate yields his/her time, the second delegate (the one who has been yielded to) may not yield any remaining time.

Rule 12. Right of Reply

The Chair may recognize the Right of Reply only in instances of a grave personal insult or an insult to the nation represented by the delegate. Rights of Reply must be submitted in writing to the Chair, and may only be granted after a speech is completed. No ruling on this matter is subject to appeal. Rights of reply are only in order during formal debate.

Rule 13. Appeal to the Chair's Decision

An appeal is made when a delegate feels that the Chair has made an incorrect ruling. The delegate formally challenges the Chair in writing by sending a note to the dais, moving to appeal the Chair's decision. Once the motion is acknowledged, the opposing delegate speaks and the Chair defends him or herself before the vote. It requires a 2/3 majority to pass.

V. POINTS

Rule 14. Point of Personal Privilege

During the discussion of any matter, a delegate may raise a Point of Personal Privilege, and the Chair shall immediately address the Point of Personal Privilege. A Point of Personal Privilege must refer to a matter of personal comfort, safety and/or well-being of the members of the committee. The Chair may refuse to recognize a Point of Personal Privilege if the delegate has not shown proper restraint and decorum, or if the point is dilatory in nature.

Rule 15. Point of Order

During the discussion of any matter, a delegate may raise a Point of Order, and the Chair in accordance with the rules of procedure shall immediately consider the point of order. A Point of Order must relate to the observance of the rules of the committee or to the way the Chair is exercising his or her power, conferred by the Secretary-General. A delegation raising a Point of Order may not speak on the substance of the matter under discussion. The Chair may refuse to recognize a Point of Order if the delegate has not shown proper restraint and decorum governing the use of such a right, or if the point is dilatory in nature.

Rule 16. Point of Inquiry

If there is no discussion on the floor, a delegate may raise a Point of Inquiry to request clarification of the present procedural status of a meeting. A Point of Inquiry may never interrupt a speaker.

VI. MOTIONS

Rule 17. Suspend the Meeting (Motion to Caucus)

Upon the recommendation of the Chair or any delegate, the committee may consider a motion to Suspend the Meeting for the purpose of a moderated or un-moderated caucus. The recommendation must include a time limit for delegate remarks (in moderated caucus), a purpose for the caucus (in moderated caucus), and a time limit for the entire caucus (in both moderated and un-moderated). This motion requires a majority decision. During moderated caucus, the chair shall recognize delegates for remarks without the use of a speakers list and yields shall be out of order.

Rule 18. Extraordinary session of Questions

When the floor is open a delegate may propose a motion to open an extraordinary session of questions to any other delegate. This motion must be second, voted and requires a majority decision. The delegate can accept or refuse the questions.

Rule 19. Closure of Debate

A delegate may at any time move for the closure of debate on the item under discussion, after which debate will end and all draft resolutions and amendments will be put to an immediate vote. Permission to speak on the closure of debate shall be accorded only to two speakers opposing the closure, after which the motion shall be immediately put to a vote. This motion requires a two-thirds majority decision. Upon passage of this motion the Chair shall declare the closure of debate and immediately move into voting procedure on the substantive proposals introduced and pending before the committee. The committee shall also close debate and move into voting procedure when the speakers list has been exhausted regarding the substantive proposals introduced and pending before the committee.

VII. RESOLUTIONS

Rule 20. Submission of Working Papers, Draft Resolutions, and Amendments.

Working papers, draft resolutions, and amendments shall be submitted to the Chair typed and with the proper number of signatures, 20 percent of the committee, as designated in the Resolutions section of the delegate guide. The Chair may permit discussion and consideration of proposals and amendments once approved, even if the documents have not been circulated through the committee.

Rule 21. Introducing Draft Resolutions

Once a draft resolution has been approved by the Chair and has been copied and distributed, a delegate may raise a motion to introduce the draft resolution. This motion requires a second, is not debatable, and after it has been seconded the draft resolution is immediately considered to be introduced. The author of the resolution may read aloud the operative clauses of the draft resolution.

Such an introduction shall be considered procedural in nature, and hence yields and comments are out of order. A draft resolution shall remain on the floor until debate on that specific resolution is postponed or closed.

Rule 22. Amendments

Both friendly and unfriendly amendments require the approval of the Chair. An amendment is considered friendly if all of the sponsors of the initial draft resolution are signatories of the amendment. Such an amendment is adopted automatically.

Unfriendly amendments are a decision of the Committee. An unfriendly amendment must have the approval of the Chair and the signatures by 20% of the committee. Amendments to amendments are out of order.

VIII. VOTING

Rule 23. Voting Rights

Each present delegation shall have one vote. Observing nations and non- governmental organizations (NGOs) cannot vote on substantive matters. Each vote may be a Yes, No, or Abstain.

Rule 24. Passage of Resolutions

If a vote does not result in a simple majority in favor, the resolution shall be regarded as rejected.

DRAFT RESOLUTION FORMAT & STRUCTURE

Part 1: Heading

Committee: (i.e. the committee or organ in which the resolution is introduced)
Topic: (the topic of the resolution)
Sponsors: (list of sponsoring countries)
Signatories: (list of countries that have signed the draft)

Sponsors and Signatories

Sponsors of a resolution are those countries that have been the principal authors of the document and agree with its substance. A sponsor will vote in favor of the draft resolution he or she has helped create.
Signatories are countries that may or may not agree with the substance of the resolution, but would like to see it debated on the floor. A signatory may or may not vote in favor of a draft resolution he or she has signed on to.

Part 2: Preamble

The purpose of the preamble is to show that there is a problem that needs to be solved. However, the preamble of a resolution does not propose action or make any substantive statement in the topic at hand.
The preamble begins with the name of one of the three major organs (e.g. “Human Rights Council,”). The preambulatory clauses can include:

- References to the UN Charter;
- Citations of past UN resolutions or treaties that have been ratified under the topic of discussion;
- Statements made by the Secretary-General or a relevant UN body or agency;
- Recognition of the work or efforts of regional organizations in dealing with the issue; and
- General statements on the topic, its significance, and its effects.

Preambulatory Phrases:

Affirming
Alarmed by
Approving
Aware of
Believing
Bearing in mind
Confident
Contemplating
Convinced
Declaring
Deeply concerned
Deeply convinced
Deeply disturbed
Deeply regretting
Desiring
Emphasizing
Expecting
Expressing its appreciation
Expressing its satisfaction
Fulfilling
Fully aware
Fully alarmed
Fully believing
Further deploring
Further recalling
Guided by
Having adopted
Having considered
Having considered further
Having devoted attention
Having examined
Having studied
Having heard
Having received
Keeping in mind
Noting with regret
Noting with satisfaction
Noting with deep concern
Noting further
Noting with approval
Observing
Realizing
Reaffirming
Recalling
Recognizing
Referring
Seeking
Taking into account
Taking into consideration
Taking note
Viewing with appreciation
Welcoming

Part 3: Operative Clauses

Operative clauses are set out to achieve the committee's main policy goals on the topic. Each operative clause begins with a number and ends with a semicolon (the final clause ends with a period). Operative clauses should be organized in a logical progression, and each clause should contain a single idea or policy proposal. Keep in mind that all resolutions except those passed by the Security Council are nonbinding.

Operative Phrases:

Accepts...	Decides...	...with satisfaction...
Adopts...	.... accordingly, ...	Reaffirms...
Affirms...	Declares...	...its belief...
Appeals...	Deplores...	Recognizes...
Appreciates...	Designates...	Recommends...
Approves...	Directs...	Regrets...
Authorizes...	Emphasizes...	Reiterates...
Calls upon...	Encourages...	Repeats...
Commends...	Endorses...	Suggests...
Concurs...	Instructs...	Supports...
Condemns...	Invites...	Takes note of...
Confirms...	Notes...	Transmits...
Congratulates...	...with appreciation	Urges...
Considers...	...with approval...	Welcomes...

RESOLUTION SUBMISSION PROCESS

Step 1

One or more delegates write a “working paper.” The authors of a working paper, also known as the sponsor(s), then obtain a required number of country signatures. The Chair will inform delegates of the number of required sponsors and signatories for that committee.

Step 2

Sponsors of a resolution are those countries that have been the principal authors of the document and agree with its substance. A sponsor will vote in favor of the draft resolution he or she has helped create.
Signatories are countries that may or may not agree with the substance of the resolution, but would like to see it debated on the floor. A signatory may or may not vote in favor of a draft resolution he or she has signed on to.

- ***a*** it is in proper format, does not contain a substantial number of mistakes, and is legible if handwritten;
- ***b*** it carries the required number of signatures;
- ***c*** it is in character for the sponsor(s); and
- ***d*** its subject matter and proposed actions are within the power of the respective committee or organ.

If any of these conditions are not met, the Chair returns the working paper to the sponsor(s) explaining his or her reasons.
Only approved working papers can be referred to by the delegates on the floor.
Since at this stage many delegates may not yet have seen a working paper, it is advised that the sponsors talk about the ideas and /or provisions contained in the papers, instead of referring to particular perambulatory and/or operative clauses.

Step 3

If the conditions under Step 2 are met, and there are no other working papers circulating which are similar in substance, the Chair approves it. He/she then assigns it a number and a priority, and sends it to Conference Services for typing/copying. At this point, the working paper can now be referred to as a draft resolution.

Conclusion

Delegates should not feel that the purpose of the MUN simulation is to pass as many resolutions as possible in the limited time available. The success of a committee does not rest on the number of resolutions passed. It is much more important that delegates work toward a valid simulation of the diplomatic interactions that occur at the UN, which may mean that no resolutions are passed at all. However, the committee will attempt to create a coherent and unified solution.

Amendments

The amendment process is used to strengthen consensus on a resolution by allowing delegates to change certain sections of the resolution. There are two types of amendments:

Friendly amendment. A friendly amendment is a change to the resolution that all sponsors feel is appropriate. The amendment must be signed by all of the sponsors, and approved by the Chair. After this, the amendment is automatically incorporated into the resolution.

Unfriendly amendment. An unfriendly amendment is an amendment that the sponsors of the resolution do not support. In this case, the author(s) of the proposed amendment must obtain the same number of signatures as they would need for a working paper. After the appropriate number of signatures has been obtained, the Chair must approve the amendment. Unfriendly amendments are voted on in order of severity (established at the discretion of the Chair).
Once the debate is closed and the body moves into formal voting procedure, the draft resolution(s) and unfriendly amendments, if any, are voted upon in the order determined by the Chair.

SAMPLE RESOLUTION PAPER

Committee: G.A. Third Committee – Social, Cultural and Humanitarian
Topic: Strengthening UN Coordination of Humanitarian Assistance
Sponsors: United States, Austria, Italy
Signatories: Greece, Japan, Canada, Mali, the Netherlands, Costa Rica, Belgium, United Kingdom, India and Gabon

(USE COMMAS TO SEPARATE PREAMBULATORY CLAUSES & UNDERLINE THE FIRST WORD OR PHRASE)
Reaffirming resolution 33/1996 of 25 July 1996, which encourages governments to work with established UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance, and

Noting with satisfaction the past efforts of various relevant UN bodies and Non- Governmental Organizations,

1. Encourages all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance relief efforts;
(USE SEMICOLONS TO SEPARATE OPERATIVE CLAUSES AND NUMBER AND UNDERLINE THE FIRST WORD OR PHRASE)

2. Urges member states to comply with the goals of the UN Department of Humanitarian Affairs to streamline efforts of humanitarian aid;

3. Requests that all nations develop rapid deployment forces to better enhance the coordination of relief efforts and humanitarian assistance in complex emergencies; and
(PUT THE WORD 'AND' BEFORE THE LAST PREAMBULATORY AND OPERATIVE CLAUSE)

4. Calls for the development of a United Nations Trust Fund that encourages voluntary donation from the private transnational sector to aid in the funding of rapid deployment forces.

END RESOLUTION WITH A PERIOD

N.B. Security Council resolutions always conclude with 'Remains actively seized of the matter.

TIPS FROM MUNers

- Remember it is not your opinion you are expounding but the country you are representing.
- Be willing to continuously improve and refine your capabilities.
- Do mock trials with team members and neighboring teams.
- Technique matters - so practice it.
- Be aware of different political perspectives - East vs. West and North vs. South.
- Compromise is an art, treat it that way.
- Get hooked on MUN, this will change your life.
- Learn from your experience.
- Hold a debriefing session after each conference to discuss things that worked and things that did not work.
- Keep a record of your feedback and plans for improvement.