SNSMUN 2020

DELEGATE GUIDE

A Message from the Directors

Dear Delegate,

If you are reading this guide right now ,it means that you have taken a step towards improving the global issues we face nowadays. Standing up for what you believe is right is what makes individuals and society better. "Life is not perfect, it never will be. You just have to make the very best of it and you have to open your heart to what the world can show you. Sometimes it's terrifying and sometimes it's incredibly beautiful." No matter how hard and tough issues get, you could be the change. You could be the spark and beacon of hope for thousands of people suffering around the globe. The Syrians in their civil war, the Somalis corrupted government , the persecution of the Chinese Muslims in the east, the Rohingyas, and much more devastating issues that must be tackled. This guide will assist you throughout your experience with the MUN. Remember that hard work and dedication pays off. Mahatma Gandhi once said, "Be the change that you wish to see in the world."

P.S: Don't forget to enjoy it !

For any further inquiries please don't hesitate to ask us !

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Introduction to MUN

What is MUN ?

MUN stands for model United Nations, and is the equivalent of the United Nations but is a stimulation for students. MUN participants hold many different positions varying from staff members, chairs, delegates, and admins.

Chair: the head of the committee who initiates the debate.

Delegate: a person who gets assigned a country and has to debate about a certain topic using the country's stance.

Admin: a person that makes sure the committee is organized, their job is to pass notes between delegates and chairs, and to help around.

These are the three main types of committees;

1. General Assemblies (GAs): They are typically the largest committees and pass non-binding resolutions.These committees simulate the six GAs, DISEC, ECOFIN, SOCHUM, SPECPOL, Administrative and Budgetary, and Legal.

2. Specialized Committees: Specialized committees are smaller than the GAs.

3. Crisis Committees: It includes many committees from the Historical Security Councils to futuristic rebel meetings. Delegates are constantly provided with random crisis updates that can completely change the flow of committee at the chairs discretion. These committees are usually small and for advanced, experienced delegates.

Procedures and Terminology

Points: requests for information or actions related to the delegate

Point of Order	used when a delegate believes the chair has made a mistake in the parliamentary procedure.
Point of Parliamentary Inquiry	used when the delegate would like to ask the chair a question regarding the rules of procedure. NOTE: only made when there is no speaker on the floor.
Point of Personal Privilege	used when a delegate would like to inform the chair any physical discomforts, such as the AC being too cold, or when needing the bathroom.NOTE: the only time a delegate may interrupt a speaker on the floor is when they would like to raise it due to inaudibility (not being able to hear the delegate on the floor).
Point of Information	used when the delegate would like to ask a question to the speaker on the floor.
Right to Reply	used if a delegate has been directly insulted and offended by the delegate on the floor.

Motions

Motion: used to transition between stages of the committee. It's a request done by the delegate to the whole committee. Example:

Motion to extend speaker's list	used to extend the speaker's list so that other delegates have the chance to speak.
Motion to extend points of information	used to extend the list of delegates asking POIs to the speaker on the floor.
Motion to suspend debate	used to pause the debate for a short break, or to call for an unmoderated or moderated caucus.
Motion to divide the house	used when the votes for and against are equal. Abstentions are eliminated.
Motion to move to voting procedure	used to end the debate and move into voting on the topic at hand.

Terminology

Common Vocabulary:

Speakers' list: list of speakers wishing to speak on a certain topic or problem in order

Vote: you indicate whether or not you support a certain action or procedure during the committee

Abstain: formally decline to vote either for or against a proposal or motion.

Adjourn: suspends the debate until the next meeting (can be a short or long period of time)

Agenda: the order in which issues will be discussed in a committee

Amendment: change and fix a draft resolution by adding or removing parts of it

1. **Friendly amendments:** supported by the draft resolution's sponsors and is passed immediately

2. **Unfriendly amendments:** not supported by the draft resolution's sponsors and must be voted on by the committee

3. **First degree amendment:** it modifies a clause or a resolution

1. **Second degree amendment:** modifies a first degree amendment and can only be passed during time against that amendment (during the voting procedure)

Example: Adds an operative clause that reads "14. Encourages all Latin American countries…" ||| Changes operative clause 1 to read "1. Calls upon the Red Cross to provide…" ||| Deletes operative clause 9.

Bloc: a group of countries that share similar views on a topic and usually vote together

 Caucus: informal debate

1. **Moderated**: happens during regular sessions where delegates are free to address the committee without being added to the speakers' list beforehand. Delegates may also ask questions and comment on an issue within a provided speaker's time.

2. **Unmoderated**: delegates are not obliged to be seated and may move around freely in the committee and form blocs to work on draft resolutions

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

Draft resolution: A document that seeks to fix the problems addressed by a Model UN committee. If passed by the committee, the draft resolution will become into a resolution.

Formal debate: delegates speak for certain amounts of time in the order written in the speakers' list

Merging: combining two or more draft resolutions into one

Placard: a card with a country's name on it that a delegate raises in the air to signal to the Chair that he or she wishes to speak.

Right to Reply: A right to speak in reply to a previous speaker's comment, invoked when a delegate feels personally insulted by another's speech. Generally requires a written note to the Chair to be invoked

Second: To agree with a motion being proposed

Abstain : formally decline to vote either for or against a proposal or motion.

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.

Request for follow up: after a point of information (question to a delegate) when you have a follow up question

Yields:

1. **To questions:** with this yield, the Moderator selects delegates who wish to ask you questions. Each delegate is allowed one question, and only your answer time is subtracted from your remaining time. Often the best kind of yield that you can make, yielding to questions lets you clear any misconceptions that delegates may have.

2. **To a delegate:** when you yield to another delegate, he or she is given your remaining time to speak. You usually opt for this yield when an ally knows a particular idea especially well and would be better able to express it.

3. **To the Chair:** after you make this yield, the Chair proceeds to the next speaker, unless there are any motions.

Committee Procedures

<u>Roll call:</u>The Chairperson will announce each country's name. After a delegate hears their country called, they should answer either "present" or "present and voting"

<u>Setting the Agenda:</u>

1. A motion should be made to set the agenda to one of the committee's topic areas as stated by the Director in the committee background guide.

2. Two speakers' lists will be established: one in favor of the motion, and one opposed to the motion and in favor of the other topic. The committee will hear alternating speakers from these lists. No motions for moderated or unmoderated caucuses are permitted during this time.

3. A motion to close debate will be in order after the committee has heard at least two speakers for the motion and two against, or when one of the speakers' lists is exhausted. A two-thirds majority is required for closure of debate on the agenda.

<u>Parliamentary Points</u>

1. Points that may interrupt a speaker:

- Points of Personal Privilege

- Points of Order (Rule 26)

2.Points in order only when the floor is open: Points of Parliamentary Inquiry

Research Your Topic

How to Start?

1. Topic Background

Introducing the reader to see the topic being discussed .

For example, a topic background on the issue of human trafficking might provide the official definition of human trafficking ("the illegal abuse of individuals through coercion, deception, and other recruitment and harboring for sexual and labor exploitation"), general statistics from reliable sources that broadly encompass the issue ("According to the United Nations Office on Drugs and Crime (UNODC), since 2012, 20.9 million victims presently suffer from this modern-day slavery"), and explore broader implications ("This crime not only impedes human rights but also poses global health risks and influences development").

2. Past International Actions

Recall the efforts the UN has previously made and endeavors your country specifically has taken on to combat the issue at hand.

3. Country's Policy

It includes your country's stance on the issue, and what they believe the international community should do to resolve the issue. Frame the issue to be discussed as something that does not only pertain to your country but, ideally, also the other countries you would want to support your policy.If your country has no direct relation, see if similar countries to yours, or countries with similar positions, have a relation to the topic. You can also conduct research to find out if your country has a relation to a similar topic, from where you can draw inspiration and direction to justify your policies.

4. Possible Solutions

Could you create a new program, or further develop another one? Could you provide aid to an area, and at what cost? Will you involve NGOs or peacekeepers? How can you collaborate with other countries?

Writing an Opening Speech

1. Start your speech by addressing the house: "Honorable chairs and fellow delegates"

2. Like other speeches, a hook should be used to attract others. A hook can be a quote, statistic, very short story, or a rhetorical question. Make sure your hook is relevant to the topic at hand and does not contradict your country's stance.

3. State your country's stance on the topic.

4. Call to action: provide a few possible solutions or policies briefly (in regards to the country's stance) in your conclusion.

5. Yield the floor back to the chair once you're done with your speech.Keep your speech length between 45 seconds and 1 minute. Do not exceed 1 minute or the chair will ask you to come to your closing remarks!

Tips!

- maintain eye contact & use hand gestures

- use emotion and emphasis to appeal to others

- add your own creativity in your speech to make it unique

- try to memorize it but also have a hard copy with you

- Speak clearly, slowly, and loud enough.

Drafting a Resolution

What ?

A resolution is a document that contains all the issues to be discussed within the committee alongside the proposed solutions to these issues, and is eventually voted either for or against by the committee members (delegates).

Why?

The ultimate purpose of a committee session is to pass a resolution (as mentioned above it is the main focus of a conference). All the speeches, debate, discussion, and teamwork is expected to lead up to a resolution which shall contain all possible solutions concerning what's being negotiated.

How?

A resolution contains 3 main parts :

1. heading
2. perambulatory clauses
3. operative clauses

Heading
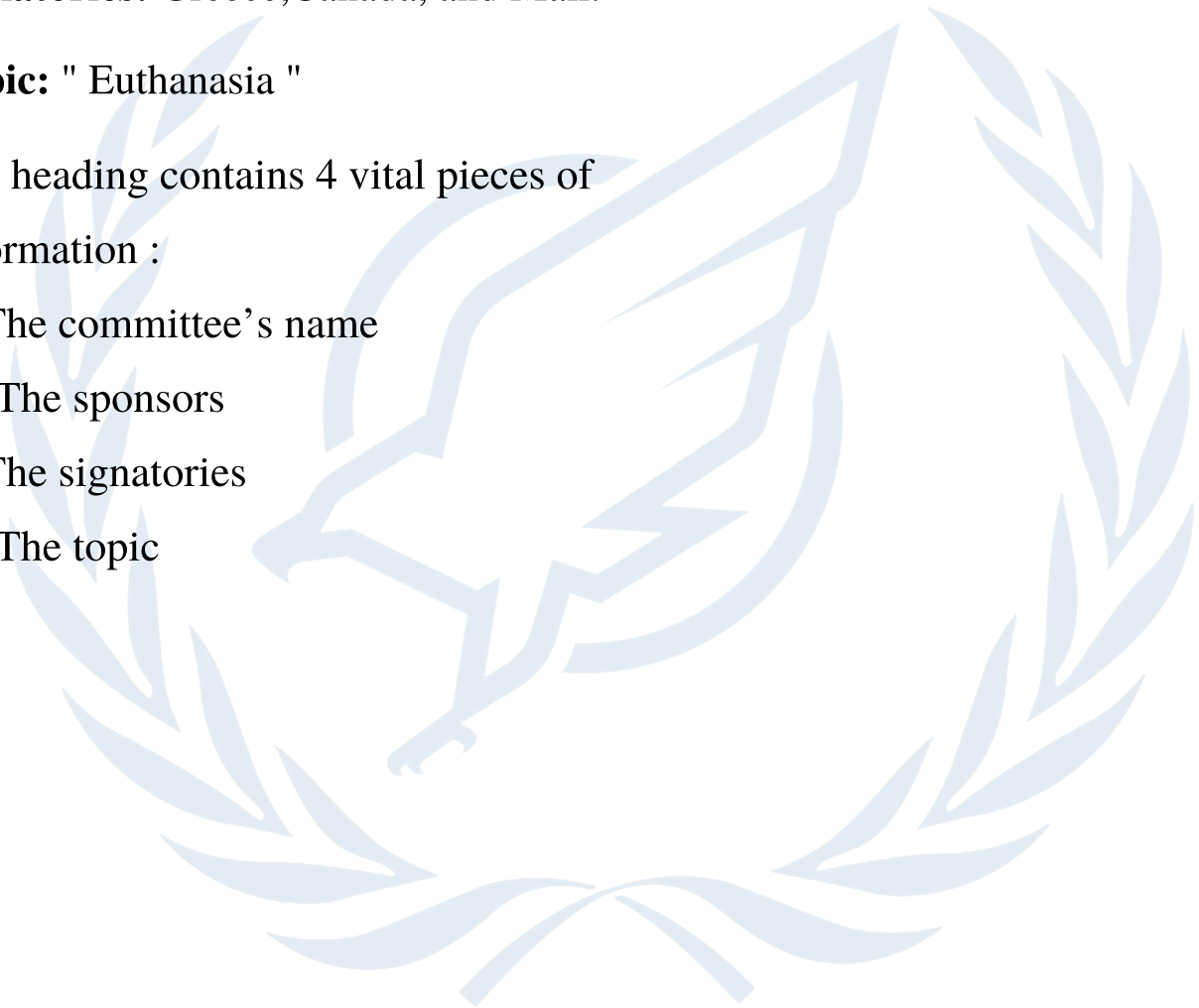
General Assembly Third Committee

sponsors : United states ,Austria , Italy

Signatories: Greece,Canada, and Mali.

Topic: " Euthanasia "

The heading contains 4 vital pieces of information :

1- The committee's name

 2- The sponsors

3- The signatories

 4- The topic

Preambulatory Clauses

-A preambulatory clause should start with specific phrases known to be as preambulatory phrase which include : affirming , expecting , approving...etc

-It's main purpose is to state the issues that the committee intends to resolve.

-It is possible that a clause highlights previous international actions taken towards the issue.

<u>You are Expected to :</u>

1.separate preambulatory clauses by a comma.

2.italicize and bold the phrases.

Sample Preambulatory Phrases

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

Sample :

The General Assembly,

Reminding all nations of the celebration of the 50th anniversary of the *Universal Declaration of Human Rights*, which recognizes the inherent dignity, equality and inalienable rights of all global citizens, **[use commas to separate preambulatory clauses]**

Reaffirming its Resolution 33/1996 of 25 July 1996, which encourages Governments to work with UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance,

Noting with satisfaction the past efforts of various relevant UN bodies and nongovernmental organizations,

Stressing the fact that the United Nations faces significant financial obstacles and is in need of reform, particularly in the humanitarian realm,

TIP : in general you want fewer preambulatory clauses than operative clauses to convey that you have more solutions that you have issues.

Operative Clauses

-Operative clauses have their own specific operative phrases that you are expected to use to start off your clause. The phrases should be both underlined and bold.However operative clauses are separated using a semicolon.

-The last operative clause shall end with a period.

-Operative clauses state the solutions that the sponsors of the resolution propose to resolve the problem discussed. It should address the problems specifically mentioned in the preambulatory clauses above it.

Sample Operative Phrases

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

Sample:

1. Encourages all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance the carrying out of relief efforts; **[use semicolons to separate operative clauses]**

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 of humanitarian assistance in complex emergencies;

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

5. Stresses the continuing need for impartial and objective information on the political, economic and social situations and events of all countries;

6. Calls upon states to respond quickly and generously to consolidated appeals for humanitarian assistance; and

7. Requests the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development. **[end resolutions with a period]**

Sponsors and Signatories

Delegates join resolutions as either a sponsor or a signatory. What is the difference between the two terms?

- Sponsors are the ones who draft/ write a resolution. They come up with the preambulatory and operative clauses.They are expected to be fully supportive of it, and they are the ones responsible for explaining the content of the resolution to the committee.

- Signatories are delegates who assist, approve, or support a document, and wish to see it in voting bloc. There are typically many more signatories than sponsors for any document. Delegates who may not support a document, but wish to see it brought up in voting bloc may sign a document. The minimum number of signatories will vary from a committee to another.

Voting Procedures

Procedural Matter is when votes are taken for procedure. This includes approving a caucus, setting an agenda, suspending the meeting, changing the speakers time or otherwise. Within such case you may not abstain from procedural matters.

Substantive Matter is when votes are taken for documents. This includes the approval of resolutions, reports, and amendments. This also means you can only vote for substantive matter in voting bloc. Observers are not allowed to vote on Substantive Matter.

- when voting on a substantive matter , you have the option to say 'yes' , 'no' , or 'abstain' (can only be said if you've said 'present' during roll call)
- voting by placard : all members of the body are expected to raise their placard when asked if they support,oppose , or abstain from a document.(admins then will visually count the votes and inform the chairs)

Writing a Position Paper

A Position Paper is a document, normally one page, which presents your country's stance on the issue your committee will be discussing.

Structure of the Position Paper:

| Country's Position | → | Country's Relation | → | Country's Proposal | → |
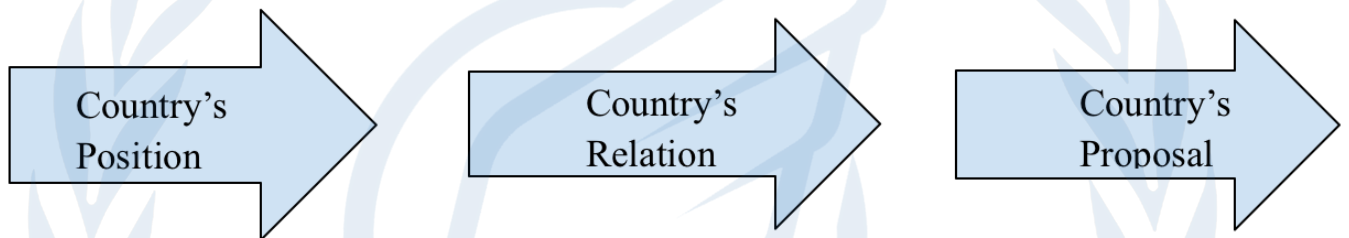
How to Start your Research?

1. Topic Background

Introducing the reader to see the topic being discussed .To establish your position, start with a brief history of the situation.

For example, a topic background on the issue of human trafficking might provide the official definition of human trafficking ("the illegal abuse of individuals through coercion, deception, and other recruitment and harboring for sexual and labor exploitation"), general statistics from reliable sources that broadly encompass the issue ("According to the United Nations Office on Drugs and Crime (UNODC), since 2012, 20.9 million victims presently suffer from this modern-day slavery"), and explore broader implications ("This crime not only impedes human rights but also poses global health risks and influences development").

2. Past International Actions

Recall the efforts the UN has previously made and endeavors your country specifically has taken on to combat the issue at hand. Consider what UN programs, events, resolutions, and agreements your country has participated in.

3. Country's Policy

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4. Possible Solutions

Could you create a new program, or further develop another one? Could you provide aid to an area, and at what cost? Will you involve NGOs or peacekeepers? How can you collaborate with other countries?

Remember that a good position paper will include:

- a brief introduction to your country and its history concerning the topic and committee;

- how the issue affects your country;

- your country's policies with respect to the issue and your country's justification for these policies;

- quotes from your country's leaders about the issue;

- statistics to back up your country's position on the issue;

- actions taken by your government with regard to the issue;

- conventions and resolutions that your country has signed or ratified;

- UN actions that your country supported or opposed;

- what your country believes should be done to address the issue;

- what your country would like to accomplish in the committee's resolution;

- how the positions of other countries affect your country's position.

It is very important to use reliable sources for your research such as:

- documents from UN.org

- United Nations Treaty Collection

- United Nations Geospatial Information Section Web Site

- International Court of Justice

- documents of the United Nations Security Council

Avoid commercial websites and wikipedia !