

The Model United Nations of Alaska



Delegate Guidebook

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Why Model United Nations

More and more we hear about the United Nations being under attack for its inefficiency, corruption, and inability to act. The criticism reveals the complexities which surround the world and maybe one organization cannot solve all the problems, all the time, for all the people. Regardless, it is very important to criticize the United Nations and we need the greatest minds, the most ethical people, and compassionate beings to criticize the United Nations. Because the United Nations is so important, it must be made flawless; it must be made most efficient to implement the noble goals of its foundation. Many hopes rely on the UN to promote human rights to secure humanity. So many people died in WWII; the world in chaos was a world not made for innocent children. It took 60 million deaths, cities burned to the ground, and the splitting of an atom which shattered generations, for the world to create an alliance of the people called the United Nations.

So, by modeling, we are learning, and by learning, we are reforming the United Nations. In these times, there could not be a more important responsibility than to know and feel for the conditions of our neighbors. The Model United Nations equips students to place their existence in the footsteps of human beings all around the world. It is the very college students, high school students, and elementary students of the world who will catalyze change in the world and secure the dreams for which the United Nations was formed. The Model United Nations experience should be such that a student changes forever, for everything good. The Model United Nations of Alaska welcomes everyone to come experience the unity of nations for the betterment of self, society and humanity.

Umair Iqbal

Secretary General

2007 & 2008 Model United Nations of Alaska

Code of Conduct

There is no better honor than to be a delegate, representing a nation and presenting a voice of a people. To uphold such an honor, students must realize that the best is expected of them. The past years have shown that some of the delegates come late to the conference, leave early or just do not show up, fall asleep during committee meetings, and unfortunately just do not care. These qualities are deemed irresponsible and inappropriate to the purpose of the conference. Adherence to the code of conduct will result in a meaningful and a professional experience at the Model United Nations of Alaska.

- Delegates must have an advisor who is to accompany them throughout the duration of the conference in addition to being responsible for their behavior.
- Delegates must adhere to the rules of the conference.
- Delegates are expected to participate in their committees and general assembly, starting from being on time to leaving on time.
- Delegates are mandated to dress professionally in a manner respectful to the nations they are representing and a manner appropriate for diplomats.
- Delegates are expected to portray their roles throughout the conference even when they are not in their committees. Responsible behavior and a positive attitude is expected at all times, including when delegates eat together, caucus, and participate in informal debate.
- Because Model United Nations welcomes students from all over the United States, Alaska, and the world, delegates residing in hotels are also expected to behave responsibly and in accordance to rules set by their advisors.
- Illegal drugs and alcohol are prohibited; use of illegal substances will result in immediate dismissal from the conference.
- Even though students are encouraged to wear the traditional dress of their nations, unauthorized costumes, facsimile weapons, and offensive stereotypes of cultures are not acceptable as part of the conference role play.

Students are mandated to follow these rules and any infractions of these rules may result in expulsion from the conference.

Code of Diplomatic Decorum

As can be seen from United Nations speeches, ambassadors are some of the brightest people a nation has to offer to the world. An ambassador represents a voice of a nation. When students assume such an important role, they must follow the rules of diplomacy in order to make their presence as powerful as possible. The purpose of the Model United Nations is to allow individuals to enter a global ambiance and exchange ideas to advance their understanding of the world. Thus, it is the responsibility of the Secretariat to ensure that the conference is constructed to facilitate an open forum for many viewpoints and philosophies. This structure allows delegates to openly voice their opinions without the fear of criticism. These guidelines are for students to follow in order to realistically play the role of a diplomat.

- Delegates are expected to show the highest level of respect to other conference participants. This includes, but is not limited to, fellow delegates, staff and advisors. Delegates should use words such as “Honorable Chair,” “Mister (or Madame) President,” and “My fellow delegate.”
- Delegates should be courteous to all conference participants.
- Delegates should never insult, tease, disparage, or make fun of another delegate, in or out of committee sessions or conference functions. Applause should only be used to compliment a delegate, not to embarrass them.
- Delegates must learn to separate a delegate's policy from a delegate. Delegates are role playing and presenting their assigned nation's policies, and should not be held personally responsible for the policy decisions of the nation they represent.
- Delegates must never use foul, vulgar, inappropriate or harassing language in any written or verbal communications or direct such language at another conference participant or hotel guest.
- Delegates should never attempt to disparage or make fun of the serious issues under consideration at a conference.
- Delegates should use conference materials for their intended use. Placards are intended to be used as a method of recognition from the chair not as an advertisement of your personal opinion or humor. Defacing conference materials, such as placards, is not acceptable.
- Delegates are expected to use the Pages to deliver messages. Excessive movement by the delegates during the General Assembly or committee meetings is discouraged.
- Delegates must not abuse the Page system by passing inappropriate, personal, or undiplomatic messages to each other.
- Delegates are encouraged to care about the issues. Making statements in order to gain personal attention that may waste important time is strongly discouraged.
- Delegates should only speak when called upon by their Chair or the President of the General Assembly.

Delegates who fail to abide by these expectations will interfere with the educational purpose of the conference and may be asked to leave.

Standards of Professional Dress

Professional dress is required for a professional setting and a professional behavior. The past years have shown that some delegates arrive in inappropriate dress, such as low cut blouses, short skirts and baggy jeans. When a delegate role plays a nation, they are expected to convey that honor even in their dressing. The following guidelines have been provided to mitigate confusion regarding the expression of style.

- As indicated in the Code of Conduct, wearing the traditional dress of one's nation is encouraged; in fact, it is one of the highlights of MUN to see students dress traditionally in respect to their nation. However, great care is needed in avoiding negative stereotypes.
- Casual business attire, such as khakis and a blouse or a button down shirt, is acceptable.
- More formal attire, such as a suit and tie, is encouraged.
- More casual clothing, such as blue jeans, shorts, T-shirts etc. is unacceptable.
- Revealing outfits are inappropriate for diplomatic work. Low cut blouses, halters, extremely short skirts, etc., are not acceptable.
- Excessively baggy pants, or other articles of clothing that reveal undergarments, are inappropriate.
- Outfits intended to distract or disrupt the work of committee sessions, or which have that effect, are inappropriate.
- Athletic wear, such as warm-up suits, sweat pants, etc. are not acceptable.
- Hats, caps, and outwear are not permissible in committee sessions.
- In regard to attire, consider Kofi Annan and Condoleezza Rice as role models.

Committee Staff may ask delegates to leave and return to committee with appropriate dress if these guidelines are not met. The Secretary General or her/his representative will have the final authority on matters of dress.



Model United Nation of Alaska

Model United Nations is a simulation of one or more of the bodies of the United Nations. Each year the conference is dedicated to a topic of global concern. In the past, the topics have ranged from terrorism to indigenous people and cultural survival to water rights. In learning about these global concerns, students learn how their nations can work in global settings to solve these problems. The Model United Nations of Alaska has been growing and expanding in promoting its purpose. In 2006 and 2007, teams came not only from all over rural Alaska but also from Michigan and Peru.

Students in Alaska have been participating in Model United Nations since 1980. Originally offered by Alaska Pacific University, since 1993 the University of Alaska-Anchorage has been hosting the conference. The Secretariat, composed of seven to nine students, is responsible for putting the conference together. In the past, members of the Secretariat have performed duties such as setting the agenda for the committees, serving as committee directors, training delegates, stuffing packets, making phone calls to schools, and ironing 192 flags. The Secretariat at UAA work year-round to make sure the conference runs as smoothly as possible.

Months before the conference, the nations most pertinent to the topic are selected and distributed among schools. Schools then assign students to each nation-state. Approximately four delegates are assigned to one nation-state, and delegates represent their nation-state in one of the committees at the conference. For example, a delegation representing China would have one member in each committee, such as Security Council, Human Rights Council, UNESCO, UNICEF and International Law Commission. Each committee is directed by a member of the Secretariat and is presided over by a Chairperson. Chairs of the conference come from the delegates at UAA. For each committee a Rapporteur is selected from the body, who aids the Chair in tracking the work done by the committee and in counting votes. Together with this organization, profound ideas and debate are generated and successful resolutions are passed.

In addition to the conference, in the past year the Model United Nations of Alaska has become active in the community. In 2006, the Secretariat went to Anchorage elementary schools to teach the students about the United Nations and how to fold paper cranes to commemorate the life of Sadako Sasaki, who died after the atomic bomb in Hiroshima. The cranes were displayed at the UAA Consortium Library and then were sent to Hiroshima Peace Park, where they joined with the cranes from all over the world. In 2006, the Secretariat adopted "Trick or Treat for UNICEF" as the annual service project for the Model UN of Alaska, raising over \$4,000.00 for UNICEF in two years. In 2007, MUN worked on a children's exhibit for Alaskan youth called The Humanity Art Project. These service projects spread the spirit of the United Nations in the Anchorage community.

Model United Nations of Alaska Structure

MUN General Assembly

The General Assembly (GA) meets twice during the annual meeting of the Model United Nations of Alaska. The first meeting celebrates the beginning of the conference. The Secretary General welcomes the delegates, introduces the topic for the year, and initiates the flag ceremony. The President of the GA takes charge of the assembly and leads the delegates through opening statements. The first session of the GA is integral in understanding the agendas of each delegation. Brief opening statements allow delegates to identify potential allies and adversaries.

The second time the GA meets is on the last day of the conference to consider resolutions that were passed by individual committees. Passing a resolution in the GA is a great victory, because this makes the resolution part of official United Nations policy, so the time spent in GA on this day is very important. On the last day in GA, delegates meet with their delegations and work together from the knowledge they have gained in their individual committees to decide the course their nation will pursue.

Main Committees of the Model United Nations

Each year the Secretariat chooses the appropriate committees for the topic of the conference. For example, the 2009 committees for Climate Change and Sustainability are: Food and Agriculture Organization (FAO), United Nations Forum on Forests (UNFF), Security Council, United Nations Development Programme (UNDP), United Nations Environment Programme (UNEP), and the United Nations Educational, Scientific and Cultural Organization (UNESCO). The GA committees are designed to subdivide the topic into specific areas. This gives delegates more of an opportunity to debate the topic. The committees have the responsibility to generate solid resolutions which have the most significant impact on the topic and thus to the security and well-being of the world. The committees carefully consider the language of a resolution to see if it is worthy of adoption. The resolutions which pass in the appropriate committees are forwarded to the GA. At MUN of Alaska, the second day is spent discussing resolutions in the committees. The parliamentary procedure of the committees is similar to that of the GA. It is crucial for all delegations to have representation in each of the committees, because most of the detailed work on the issues takes place there.

United Nations Structure

The United Nations is primarily divided into five administrative bodies:

- The General Assembly (the main deliberative assembly)
- The Security Council (decides certain resolutions for peace and security);
- The Economic and Social Council (assists in promoting international economic and social cooperation and development);
- The Secretariat (provides studies, information, and facilities needed by the UN);
- The International Court of Justice (the primary judicial organ).

General Assembly

The **General Assembly** (GA) is the main deliberative organ of the United Nations. It is composed of representatives of 192 member states, each of which have one vote. Nation-states have equal representation regardless of a nation's size, power, population or economic status. The General Assembly deals with the decisions on important questions, such as peace and security, admission of new members, and budgetary matters. Although the GA cannot enforce its resolutions, the decisions carry the weight of world opinion, as well as the moral authority of the world community. GA decisions have affected the world in initiating political, economic, humanitarian, social and legal actions which have affected the lives of millions of people in the world and reduced tensions between hostile nations.

Security Council

The **Security Council** is the 15-member organ responsible for maintaining international peace and security. The Council works to bring an immediate peace to a world problem. The issues which come to the Council are among the most important and pressing in the world. The Council is composed of five permanent members (France, the People's Republic of China, the Russian Federation, the United Kingdom of Great Britain and Northern Ireland, and the United States). These five nations were the victors in World War II. There are ten rotating members elected for two year terms from different regions of the world. A representative of each Security Council member must be present at UN Headquarters in New York City at all times so that the Council can function continuously at any moment of crisis.

Decisions on substantive matters require affirmative votes from a minimum of nine members, including all permanent members. UN member states that do not have a seat on the Council can participate in discussion, but without a vote when they are affected by the issue under consideration.

The Council carries out its mandate by investigations, mediations to sanctions and military action. According to the UN Charter, all member states must accept and carry out the decision of the Council.

United Nations Structure

United Nations Economic and Social Council (ECOSOC)

The **Economic and Social Council (ECOSOC)** of the United Nations assists the General Assembly in promoting international economic and social cooperation and development. ECOSOC has 54 members, all of whom are elected by the General Assembly for a three-year term. The president is elected for a one-year term and chosen amongst the small or middle powers represented on ECOSOC. ECOSOC meets once a year in July for a four-week session. Since 1998, it has held another meeting each April with finance ministers heading key committees of the World Bank and the International Monetary Fund (IMF). Viewed separate from the specialized bodies it coordinates, ECOSOC's functions include information gathering, advising member nations, and making recommendations. In addition, ECOSOC is well positioned to provide policy coherence and coordinate the overlapping functions of the UN's subsidiary bodies and it is in these roles that it is most active.

UNESCO is an example of a specialized agency that operates under ECOSOC. UNESCO works to contribute to peace and security in the world by promoting collaboration among nations in the areas of education, science, culture and communication. UNESCO's work includes building classrooms in the devastated parts of the world, publishing scientific breakthroughs, and building peace in the minds of people. UNESCO functions as a laboratory of ideas and a standard-setter to forge universal agreements on emerging ethical issues. The Organization also serves as a clearinghouse for the dissemination and sharing of information and knowledge, while helping member states to build human and institutional capacities in diverse fields.

United Nations Secretariat

The **United Nations Secretariat** is one of the principal organs of the United Nations and it is headed by the United Nations Secretary General, assisted by a staff of international civil servants worldwide. It provides studies, information, and facilities needed by United Nations bodies for their meetings. It also carries out tasks as directed by the UN Security Council, the UN General Assembly, the UN Economic and Social Council, and other U.N. bodies. The United Nations Charter provides that the staff be chosen by application of the "highest standards of efficiency, competence, and integrity," with due regard for the importance of recruiting on a wide geographical basis.

The Secretary General's duties include helping resolve international disputes, administering peacekeeping operations, organizing international conferences, gathering information on the implementation of Security Council decisions, and consulting with member governments regarding various initiatives. Key Secretariat offices in this area include the Office of the Coordinator of Humanitarian Affairs and the Department of Peacekeeping Operations. The Secretary-General may bring to the attention of the Security Council any matter that, in his or her opinion, may threaten international peace and security.

United Nations Structure

United Nations International Court of Justice (ICJ)

The **International Court of Justice** (known colloquially as the **World Court** or **ICJ**) is the primary judicial organ of the United Nations. It is based in the Peace Palace in The Hague, Netherlands, sharing the building with the Hague Academy of International Law, a private centre for the study of international law. Several of the Court's current judges are either alumni or former faculty members of the Academy.

Established in 1945 by the UN Charter, the Court began work in 1946 as the successor to the Permanent Court of International Justice. The Statute of the International Court of Justice, similar to that of its predecessor, is the main constitutional document constituting and regulating the Court. The ICJ should not be confused with the International Criminal Court, which also potentially has "global" jurisdiction.

The Court's workload is characterized by a wide range of judicial activity. Its main functions are to settle legal disputes submitted to it by member states and to give advisory opinions on legal questions submitted to it by duly authorized international organs, agencies and the UN General Assembly. The ICJ has dealt with relatively few cases in its history, but there has clearly been an increased willingness to use the Court since the 1980s, especially among developing countries. The United States withdrew from compulsory jurisdiction in 1986, and so accepts the court's jurisdiction only on a case-to-case basis. Chapter XIV of the United Nations Charter authorizes the UN Security Council to enforce World Court rulings, but this is subject to the veto of the permanent five members of the Council.

At the Conference

After intensive research and understanding of one's nation, a delegate is ready to be an ambassador. As stated previously, successful delegates adopt the role of their nations from the very beginning of the conference and begin seeking alliances, and promoting issues. Delegates who show honor and passion in representing their nations will find it much easier to role-play their nation, and such passion will resonate in their diplomacy, debate, and caucusing. The skills of articulation pertinent to this conference are also fundamental in every walk of life.

Role-playing

Role-playing is possibly the most important element in the Model United Nations. Delegates whom have not prepared for the conference are unable to portray their nations in an appropriate light. When one thinks of bridging gaps between cultures and erasing ignorance of thought, the Model United Nations offers a wonderful opportunity for enlightenment through role-playing. Role-playing requires students to take on a personality and culture by representing a country that may be unfamiliar to them. Such a transformation brings out the best in delegates, and the most appropriate views of a nation are shared in the conference. It is possible for students to come to the conference with their own personal beliefs and views, but in order to make the Model United Nations experience as realistic as possible, delegates must be willing to set aside their own opinions.

One memorable moment occurred when there was a clear polarization between nations in GA who wanted to make water a commodity and those who wanted to make it a human right. Another less positive memory was when Iran made fervent claims about its right to nuclear technology, using terms like "developmental apartheid." Unfortunately, these claims went unanswered, due to weakness in representation from the United States and United Kingdom. Proper role-playing makes the conference most interesting.

A personal note - a change of heart:

I always loved being a delegate, participating in speeches and pushing resolutions in the General Assembly. My favorite part of the conference was to role-play. I always tried to dress traditionally, according to the culture I was representing. In the year I represented Syria, I dressed as a native Bedouin; the attention I received was gratifying. That year my delegation won three awards. Later I decided to represent Israel. I was raised as a Muslim and my four years of high school were dedicated to lamenting Israeli aggression against Palestine. As a delegate of Israel, I crossed many cultural and personal barriers to step into the shoes of an Israeli citizen. For the first time in my life, I learned how hard it is to be an Israeli and how hard it is to be a Jew in the world. Role-playing Israel was a life-changing experience, and I am a much more open-minded person because of it.

Umair Iqbal

At the Conference

Creative Diplomacy

Although all delegates should strive for a realistic simulation, an exact replica of the proceedings at the UN in New York would only lead to frustration and very few educational benefits. The tool that allows delegates to deviate from such a carbon-copy reproduction is creative diplomacy.

Creative diplomacy gives delegates the freedom to seek inventive solutions to problems that have not lent themselves to remedy through traditional means. The speeches produced by the ambassadors to the United Nations are incredibly written. They render the sophistication of a person presenting a point of view. Even if delegates have to vent anger or frustrations with another nation, they would use diplomatic measures and logical arguments to get their views across. Delegates should never abandon their stated policy and they should convince other nations to follow their lead. After such measures are unsuccessful it is permissible to make slight adjustments necessary to reach a consensus on certain issues, otherwise the debate will go nowhere. Delegates may find it both possible and productive to compromise on particular issues on which their nation has not compromised in the past.

Only a well-prepared delegate is capable of deciding when creativity is appropriate in diplomacy.

When delegates lose meaning of their stated policy, the polarization which exists in the world is never translated into the conference which destroys the realistic nature of the simulation. Delegates should never support resolutions which go against their nation's policies. This is where the finely tuned discretion of the delegates, both individually and collectively, is vital.

Remember that creativity is needed at the conferences to help delegates see possible solutions to problems. An overdose of it, however, will negate the educational value of the simulation.

Formal Debate

Everyone knows that speaking in front of new people can be difficult, especially if these new people do not support your nation's policy and you still need to get your point across. Debating can become very easy when delegates know their agendas well. It is advisable for delegates to prepare their speeches before coming to the conference. The more passion one has for the issue, coupled with sound research, the better debater one becomes. One cannot come to the Model United Nations and not participate in substantive speaking, as well as asking and answering questions. Here are some rules of formal debate:

At the Conference

Formal Debate (Continued)

- Before presenting an argument, delegates should make an outline of the points they are about to make.
- Speeches should have sound reasoning and clarity, and delegates should avoid being too verbose in getting their points across.
- Delegates are not discouraged from bringing humor into their debate, but should be aware that it could become very embarrassing easily if no one understands the delegate. In the past humor has worked, but it is not a reliable tool in order to gain support.
- In a formal session, delegates should maintain a level of decorum expected of ambassadors. Name-calling; excessive, careless, or derogatory applause; hissing and booing are inappropriate for a proper simulation.
- One style of debate that is encouraged is one which follows a question and answer pattern. The delegates should build their comments upon a questionable statement that has been made by their opponent. In that way, other delegates can visualize a polarization and begin taking sides by sharing their perspective on the issue. Thus, the body as a whole presents a consensus on whether the amendment, resolutions, or debate is significant enough to pursue. However, this is not the only style of debate that exists, and all forms that follow in a formal manner are encouraged.
- Good listeners are often the best speakers. Often in formal debate, many delegates want to get their points of view heard. This can create a hectic situation, because often those speakers present a circular argument. A good listener can assess what truly needs to be done to move the debate forward. It is easy to distinguish who is a good listener, because their speeches leave the greatest impact. Because of this, it is helpful to take notes when a delegate makes a speech.
- There are two types of speeches which take place in MUN: ***Procedural speeches***, the debate on the parliamentary procedure, and ***Substantive speeches***, the debates on issues at hand. Debate on parliamentary procedure should be kept at a minimum; these debates have the tendency to become tedious and are important only to gain efficiency in the parliamentary procedure. The most meaningful debates should be about amendments and resolutions.
- The purpose of a debate is to win support of your views. Even if you are an ambassador, you are a human first; a delegate should always keep that in mind. It is the human qualities of respect and friendliness which will earn delegates the trust of their peers. Smiling, eye contact, and a loud and clear voice show confidence and passion. Formal debate is all about charisma, not aloofness.

At the Conference

Types of speeches: Procedural and Substantive

Procedural speeches are made to support or reject a motion. Not all motions are debatable (see the MUN Rules of Order and the Quick Reference Guide to the Rules). These are generally very short speeches directed solely toward whether or not a body should approve the procedural matter on the floor. The speeches should never be used to discuss substantive issues of the topic.

Substantive speeches are used to persuade other delegates to agree with you about the resolution or amendment on the floor. Your goal is to explain your position and/or to give some insight into the proposal and the subject area, while keeping the attention of the other delegates.

These speeches usually range from one minute to two minutes, so it is essential that delegates' speech writing skills be both persuasive and interesting. While in theory speeches can be of almost any length, including an indefinite period of time, it is strongly encouraged that delegates keep the length of their speeches to a minimum. Besides using facts gathered from research, delegates may also want to use stories, metaphors, and examples to make speeches more effective.

When delegates meet in committee, they will generally be asked to speak *in favor of*, *in opposition to*, or *to* the proposal on the floor. A delegate speaking *in favor of* a resolution or amendment will want to elaborate on the strengths of the operative paragraphs of the proposal and explain why this resolution offers the best solution to the problem. Likewise, *speaking in opposition* requires that the delegate point out the weaknesses or unfeasibility in the proposal and offer alternatives.

Speaking *to* the resolution can be a confusing concept. It means that you are neither specifically for nor against the proposal, but that you have reservations about it as it currently stands.

When a delegate speaks *to* a resolution the delegate is expected to explain both its strengths and weaknesses and its technical problems and to suggest changes to be made.

Caucusing

Caucusing is an informal discussion between delegates as they work toward compromise and decisions. A delegate should move to caucus only when the mood of the committee seems such that delegates want to engage in a conversation.

Caucusing allows an escape from formal parliamentary procedure so that more delegates may speak freely to one another about the topic. Usually, formal debate sets the agenda and raises questions and ideas. Informal debate allows the most direct path of clarification and compromise. Formal debate may reveal one's charisma, but there is nothing like the personal touch of face-to-face negotiations. Caucusing, when done

At the Conference

Caucusing (Continued)

correctly, ends confusion, strengthens alliances, and helps in passing resolutions.

Caucus groups are organized around geographic, economic, or political alliances. In MUN, delegates should caucus with every nation, both allies and adversaries, in order to win compromise. A planned argument and agenda helps delegates in their caucusing skills. By keeping the lines of communication and compromise open between all nations, the committees will find it much easier to reach a consensus.

Asking and Answering Questions

Questions are asked to clarify the position of a fellow delegate. Questions are also a tool to detect flaws in the logic and to assess whether all the delegates are adequately informed about the topic.

Answering questions requires an adequate knowledge about the subject and the ability to respond quickly to the queries of other delegates. Other delegates will often use questions to bring up inconsistencies and weaknesses in policies. Delegates must be fast and confident in their knowledge in order to deal successfully with these situations. In addition, it is vital to remember that delegates may choose to reply any way they see fit, so long as they respect established decorum. This includes the option to answer in silence.

Delegate Preparation

This guide to preparation is a step-by-step aid to becoming a delegate who can actively participate at a conference. The need to spend time between now and the conference having students researching and learning all that they can about the UN, their country, and the issues will be most evident when they arrive at the conference. The most prepared delegates are going to participate most fully and, therefore, are going to get the most from the experience.

1. Claiming Your Nation-State and Your Committee

Nation-States are usually assigned randomly to schools that wish to bring teams to the MUN Conference. In most normal instances, the faculty advisor will notify the MUN Director of how many teams they are planning on bringing. That school will then be assigned the amount of nation-states requested, and those nation-states will be given at random.

There are a few exceptions to this. MUN of Alaska reserves the right to protect a handful of nation-states (usually no more than seven) that will be represented by UAA students at the conference. Also, Security Council nation-states are distributed on a random but evenly distributed basis so many schools can have teams on the Security Council. As well, the five veto holding nation-states will also be distributed so that no school (with the possible exception of UAA) can have more than one veto. UAA typically reserves one or two of the veto holding nation-states (the United States usually being one of them) as well as the nation-state that holds the presidency of the General Assembly to go along with a couple other nation-states that are selected at a later time.

However, if a school wishes to make a specific request for a nation-state for specific reasons, then that school may be granted the requested nation-state. Examples of this include exchange students that wish to represent their home country, or a school has a large population that hail from a specific country, or students attending the school have ties to another country.

Once a nation-state has been granted, delegations must be formed. A delegation is a group of people that will work together to represent their nation-state. MUN delegations have four members, one for each of the four committees that take place at Model UN. Security Council nation-states (there are fifteen representatives of the Security Council) will have five delegates so they can be represented in all four main committees as well as the Security Council.

How each school determines which students are assigned to what country and which committee is up to each faculty advisor. Many schools allow the students to decide which country they will represent and then decide among themselves which person will be in which committee. Some schools have these positions assigned by a faculty advisor, and some schools

Delegate Preparation

Claiming Your Nation-State and Your Committee (Continued)

combine the two methods. People normally decide what country interests them and what topics are they interested. A person wondering about the health effects of avian flu in southern Africa may represent Namibia in the WHO, while a person wanting to know how Eastern Europe would respond to an outbreak of the West Nile virus may want to be Slovakia on the Security Council. Sometimes students research their country and the topic before deciding what committee they want to be on.

2. Researching

Once a nation-state has been determined, the next step there is to learn all about their nation-state. There are 192 recognized nation-states at the UN, and there are about a dozen observer status bodies. It is highly probable that a student will have no ideas about their country when they first set out on this project.

When setting out on researching, students should have a set of questions that they want answers to. What follows is a suggested list of questions that students should have in their minds when they are studying their nation-state:

What sort of government does your country have?

What types of ideologies (political, religious or other) influence your country's government?

Which domestic issues might influence your country's foreign policy?

What are some major events in your country's history? Why are they important?

Which ethnicities, religions and languages can be found in your country?

Where is your country located and how does its geography affect its political relationships?

Which countries share a border with your country?

Which countries are considered allies of your country?

Which countries are considered enemies of your country?

What are the characteristics of your country's economy?

What is your country's gross domestic product (GDP)? How does this compare to other countries in the world?

When did your country become a member of the UN?

Does your country belong to any intergovernmental organizations outside the UN system such as the North Atlantic Treaty Organization (NATO) or the Organization of the Petroleum Exporting Countries (OPEC)?

Does your country belong to any regional organizations such as the European Union (EU), the African Union (AU) or the Organization of American States (OAS)?

Does your country belong to any trade organizations or agreements such as the North American Free Trade Agreement (NAFTA) or the Organization for Economic Cooperation and Development (OECD)?

Delegate Preparation

Researching (Continued)

The first step is to find this background information about the assigned nation-state. There are two general sources that considered excellent for this type of research: The US Department of State and the Central Intelligence Agency (CIA). These organizations each put out a publication detailing the economy, infrastructure, population, government, and many other aspects of every single nation-state in the world. The State Department's Series is known as the *Background Notes*, while the CIA's is *The World Factbook*. The next thing to do after this is to learn about the current government of the nation-state that is being represented. Most nation-states in the world now have government websites that detail current members, policies, laws, speeches, and other aspects of the administration. Likewise, every single nation-state at the UN has their own website (most, but not quite all, of them have websites in English). Almost all of nation-states will have links back to their official government website.

By this time, delegates will know where their country is, what it does, what it is concerned about, how it operates, and what it believes in. The next step is taking this information and applying it to the topic for the conference.

3. Studying the issues

Being a bureaucratic organization, the United Nations has a tendency to produce a lot of papers and books (bureaucratic organizations have a tendency to do this. The world's largest publisher based on the number of pages published every year is the government of the United States). The best part about the 21st century though is that people do not have to go to a library hundreds of miles away, or have to write the UN for copies of their publications. There are now on-line editions that are easy to access.

When going out to study the topic, a series of questions should be contemplated. Examples of questions that students should be looking for answers include:

- What is the problem? How does it affect your country?
- What has your country done to combat the problem?
- What are the various "sides" in the debate?
- Which aspects of the issue are most important to your country?
- If your country is not involved with the issue, how can it become involved?
- How will your country shape the debate at the conference?
- What arguments will other countries make?
- How do the positions of other countries affect your country's position?
- Is there evidence or statistics that might help to back up your country's position?

Becoming familiar with the issues is the first step in researching. An excellent place to start is the *UN Chronicle*. Reading *The Chronicle* will help students get a good idea about

Delegate Preparation

Studying the Issues (Continued)

the basics of the topics. *The Chronicle*, however, is more than an on-line resource; it now has a video dimension. The *World Chronicle* is a program the UN puts out about every week and a half, in which issues of the day are debated.

By the time students have read through the *Chronicles*, they should have a general idea where their nation-state stands on most issues. However, for a more in-depth understanding they should read government documents.

As stated before, almost every nation-state on the planet now has a website in English, where government policy papers and documents are available to read, where speeches given by foreign leaders can be examined, and where legislation that has passed can be looked at. Other areas that are to be looked at are government news sites or general news sites, such as the BBC, CNN, *The Economist*, *The Washington Post*, and *The New York Times*, among countless other respected news organizations for recent and up-to-date information about what is occurring in each nation-state. However, what are even more valuable are the vast improvements that the United Nations have made in these areas.

The UN has one of the best ‘searchable’ government websites. However, be aware that the UN actually has two search engines. The one that should be used most often searches the entire UN main site. Here specific committee websites, recent speeches, and draft resolutions will be searched. This one is far more helpful if students are trying to find something that relates to their topic rather than doing in-depth research. The second search engine is to examine old speeches, past resolutions, and voting records. That one is extremely helpful, but only if students know exactly what they are looking for. This UN search engine should only be used by those that have a good idea what they are looking for (a famous speech, a particular vote, a distinct resolution). Using this UN search engine can be frustrating and demoralizing. If it is too daunting to try and snake through the general UN site, the UN Cyberschoolbus provides a wealth of easy to understand and easy to use information.

That is not to say that it is impossible to use the UN Library (it may seem that way, but it is the honest truth that the site is light years better than where it was at the turn of the millennium). But it must be understood. For example, if someone types in “pandemic diseases” into the library search engine, there will be no results. The reason for this is because the engine is divided up into specific phrases, and “pandemic diseases” is not one of them. However, phrases such as “disease prevention,” “disease reporting,” “AIDS,” and the like are.

Delegate Preparation

Researching (Continued)

There are a couple UN documents that all Model UN participants should be aware of. These include the Declaration of Human Rights, the International Covenant on Civil and Political Rights, and the International Covenant on Economic, Social, and Cultural Rights. Students should also be familiar with recently passed resolutions, and other resolutions that have an impact on the current topic. Another excellent UN resource is the Economic and Social Development page, which provides access to an index of issues as well as UN agencies that deal with the issues along with UN publications. Also valued for information are the World Bank, the International Monetary Fund, and the World Health Organization. For this particular topic, other solid places to look at the issues include the Center for Disease Control and the US Department of Health and Human Services.

As valued as government sources and documents are, they are not the only source of information (nor should they be). Non-government organizations, commonly referred to as NGOs, also deal with these global issues and are a valued resource throughout the world. Some of the more prominent NGOs include Amnesty International, the Red Cross, and Human Rights Watch. But NGOs exist on almost every single issue confronting the world, and can be most simply through a web-based search (though a list of prominent NGOs is included at the end of this guide NGOs typically are advocating for change, so it is far more likely that information that is negative towards a nation-state will be presented here than in official government documents.

4. So, what do we know now?

A lot, actually. Students should know the history of their nation-states, the geography (both political and natural), the government, friends and allies, trade partners, the economy, communication and transportation networks, the different cultures, beliefs, and ideologies that exist in their nation-state, what organizations they belong to, what religions and languages are prevalent in their nation-state, military capabilities, and the major issues that dominate the political debate in their nation-state. They should also know who their enemies are (say, Israel and Iran) and how precarious their situation is (country at civil war, impending invasion, potential institutional collapse, economic upheaval?) Likewise, they should have an understanding of the United Nations, the committee that they will be participating in, the major issues that will be discussed, the implications of those issues, the history of those issues, how they have (or have not) been dealt with, and a basic understanding of what aspects of those issues are the major parts of the debate.

Combining these two, students should know where their nation-state stands on the issues and the proposed solutions to deal with the issues. They should know how they nation-state operates at the UN. Some nation-states are supportive of world action, others against it, and some favor it in some areas and not in others. Some nation-states are very

Delegate Preparation

What We Know (Continued)

combative at the UN (say Cuba) and give wild, angry speeches normally against the current world order and those who are seen and the driving influences of it. Others are highly supportive of the current situation and will offer glowing praise of the main powers. Some countries will say little on the official record that will get them into trouble, but make their intentions clear behind the scenes (China and Russia are well known for this) and use their influence to guide the debate in the direction they want. Some countries are deal-makers, who use their collective influence to drive compromises and resolutions that a large majority can agree to. Others fight tooth and nail and will not give a single inch to try and get what they want. Others will try and defeat anything proposed, while others will go with the flow and see what their allies, military supporters, and major trade partners think before acting. How a nation-state acts is sometimes just as important as what it believes in when accurately representing what occurs at Model United Nations.

5. Now that you know all this, what do you do with it?

Model United Nations of Alaska centers on resolutions. Resolutions (which will be discussed in much further detail later) are proposed solutions to the issues. They can be viewed somewhat like a bill in the US governmental system. They are a proposal to deal with a conceived problem. Resolutions normally have two parts. The first part is explaining the problem, and the second part is detailing what the solution should be. Resolutions should be an accurate reflection of what their nation-state believes is the problem and what it believes the solution should be.

Other than resolutions, position papers are a key aspect of Model United Nations. Position papers are in effect statements of policy that each delegation puts together to state what their nation-state believes relative to the topic and what they wish to accomplish. Position papers can range in length from about one page to several volumes, though 1-2 pages is the usual standard. Each delegation also usually puts together individual position papers that are more committee specific (what they view the main issues are relative to the committee and what they wish to see be accomplished). These position papers usually go no longer than a page.

At Model United Nations, each delegation will be given time at Opening Ceremonies to make an Opening Statement. This is usually a summary of their position paper, a thirty second snap-shot of what their nation-state wishes to accomplish. In previous years, opening statements were also made in each committee, but because of the significant increase in delegates over the last decade that is no longer done. However, Model United Nations of Alaska offers the ability to post all position papers on-line so other delegations can read them, even if they are too long to read in general session or are not read in committee.

Another aspect that all this research helps to accomplish is debating. By having become

Delegate Preparation

What You Do (Continued)

well acquainted with their own nation-state and the topic at hand, a delegate can actively participate in debates about proposed resolutions. Knowing the main issues will allow delegates to both defend and push for resolutions they support, as well as attack and try to defeat resolutions that go against their government's policy. Also, having a wide range of knowledge will help in proposing amendments to improve resolutions.

6. What else can you do?

As the old saying goes "Keep your friends close and your enemies closer." Knowing who is going to be on the opposite side is very important. Through their research, students should know who their adversaries are. These include countries with different political ideologies (say Communism and Western Democratic Capitalism), different religious perspectives (Hindu India and Islamic Pakistan), ethnic disputes (the Balkans), border disputes, good old fashioned bad blood (Israel and Syria), trade disputes, military conflict, historical problems, and countless other reasons. Students should know who their adversaries are. Doing some research into their adversaries will help in trying to outwit them in debate or knowing where they can get votes to pass resolutions. Being prepared for the counter-arguments is almost as important as making the original argument. Debate requires responses, and the delegation most prepared to respond will be in a better position to execute their plans at Model UN, and thus have a more enjoyable time.

7. Right before the Conference

The world is not a static entity. Things change on a weekly, daily, hourly, even minutely basis. Students should remain up to date on the world situation and in particular their nation-state and the topic at hand. Naturally, by keeping up with current events makes people better citizens to begin with, but in Model UN it is vital. Governments can change overnight, policies can be adopted or scrapped, and events can completely change the world order. The fall of the Berlin Wall and the terrorist attacks of September 11th, 2001 are two events that fundamentally changed the world order in an instant within the last 20 years. Students who do not keep up with world events may be shocked to discover that their government no longer exists when they show up to the conference.

Writing Resolutions

Resolution Writing

The centerpiece of the United Nations is the resolutions, and MUN is no exception. A resolution is a one-sentence proposal (**Note:** This will be one very long sentence, as in numerous subjects, verbs, punctuation marks, etc. See the first sentence of the Declaration of Independence as a good indication of how long this sentence will be) that calls for action to be undertaken by the United Nations: either by various UN organizations, member nations, members of the Secretariat, or any combination of the three. Resolutions may also be written to condemn actions of a member nation. The resolutions are the culmination of all the research students have done on both the topic and their nation-state, and thus are in effect specific positions on the topic that demand action.

A resolution is written by combining your research with your country's position and then plugging that information into the preamble and operative clauses. The style and language you choose will play a major role in the acceptance or rejection of your proposal (idea), so be sure to carefully word your resolution.

With resolutions, they must be type-written and electronically submitted a few weeks in advance of the conference. This is for a couple reasons. One is that Model UN is an electronically based conference, so the resolutions need to be collected into a single database for easy access during the conference. During the conference, all changes made to a resolution or proposed to be made will be done on a screen in real-time so all the delegates can see what is being debated. The second reason is because people are not perfect and resolution writing is hard, so errors will be made. The Secretariat goes through every resolution and makes minor changes (proper punctuation, spelling errors, small word changes) so the resolutions are presented in the proper way. The final reason is time oriented. There is only a set amount of time that takes place during Model UN, and dozens of resolutions are presented. The average committee has over 20 resolutions that are submitted, while it is rare if 10 of them get debated, amended, and voted on. Because of this, the UN Secretariat takes all the resolutions that are submitted and orders them so that the best resolutions are at the front of the line and will be certainly discussed and debated.

Heading

The Heading serves as identification for the resolution and informs the readers of three things; **WHERE** the resolution is directed, **WHO** the author is, and **WHAT** the topic of discussion is. The heading should include: 1) the committee or organ to which the resolution is being proposed, 2) the country proposing the resolution the topic that will be covered and 3) the topic that will be covered. At Model United Nations, there are five committees, so the first line will reflect which committee the resolution is being proposed in.

The second line is who wrote the resolution, known as the Sponsor. This is where the

Writing Resolutions

Headings (Continued)

nation-state is mentioned. If more than one nation-state wrote the resolution (say people representing Ghana and South Africa got together and wrote a resolution), then both nation-states will have their country names there. There is nothing in the rules that says that only one person can write a resolution or a resolution must come from a single nation-state. In fact, resolutions jointly written are encouraged and there is no limit as to how many nation-states can participate in writing a single resolution, though past experience recommends no more than two. Also, in the section are signatories.

Signatories are representatives of nation-states that did not write the resolution but they approve of it and would like to see it discussed. There is no limit as to how many signatories there can be (and typically there are none in this section due to the way Model UN conferences work). **Note:** While signatories and signatures are technically the same thing, for clerical reasons Model UN puts these two in different categories. A signatory read the resolution before the conference, approved it, and requested that their name be included in the Sponsor section. A signature is a nation-state that would like to see the resolution discussed at the conference as does not mean necessarily that they approve of it. For a resolution to be discussed, it must have 25% of all nation-states in a committee sign on (usually around 20-25 nation-states with the exception of the Security Council, where it is 4 Security Council members).

The final line will be the Title of the Resolution. Usually it will be along the lines of “A Resolution Proposing Whatever Happens to be Proposed.”

Subject

The subject tells who will be proposing this action in its final form. Just as every sentence has a subject, so must every resolution. The subject is the committee or organ that will be taking action and is the committee or organ to which the resolution is being submitted (see Heading on sample resolution). If the resolution is being submitted to the Political Committee, for example, then the subject would be *The Political Committee*. A comma (,) always follows the subject.

Preamble

The preamble sets up and precedes the operative clauses. It will define WHY the action called for in the operative clauses should be adopted by stating past actions and clarifying the reasons for the action that you are recommending. The preamble, therefore, serves to define the purpose of the resolution. This is where the sponsors provide evidence to support their operative clauses, and where the bulk of their research will be applicable. While it is the operative clauses that are the ones most debated and discussed (rightly so, since they are the ones that will have an impact), the perambulatory clauses are the ones that are more fun to write. Since these are reasons, and reasoning is subjective, opinions can appear here. For example, Cuba may laud the wonderful policies put forth by the glorious father of their revolution, or Iran may condemn the satanic dealings that the west

Writing Resolutions

Preambles (Continued)

has wrought upon the earth. But the preamble is more than having fun. A good preamble includes three items:

- 1) **Logic:** A good preamble has to make sense. It cannot jump to conclusions, or ramble around like a stray thought floating in the wind hoping to catch onto an idea. It must be organized, orderly, and make sense from beginning to end. A resolution about nuclear energy may go from radioactivity to health problems to the probability of nuclear meltdowns, or a resolution about global warming may go from increasing temperatures to melting ice to more destructive hurricanes to human effects.
- 2) **Evidence:** A sound as the logic is, every resolution needs evidence. And this is not just related to UN resolutions. Court cases have their exhibits, scholarship boards have their letters of recommendation, football referees have instant replay, and so on. Each itself is a form of evidence that influences the decision making process. Evidence in resolutions can range from scientific analysis to government documents to public statements and policy speeches. However, hearsay, rumor, innuendo, and other forms of “making things up” are not acceptable as evidence.
- 3) **The UN itself:** The United Nations has passed thousands upon thousands of resolutions, published countless reports, and several millions of pages worth of documentation and study. Quoting these in resolutions provides instant credibility and will legitimize the argument that is being presented. And this part is not as hard as many people believe. In researching, students should have already discovered the resolutions and reports that are relevant to their issue, nation-state, and position. Putting these into resolutions is just another small step, not a giant leap.

Why do all these things, if every nation-state has already done their research and known how they feel, one way or the other? Well, there is another reason other than the fact that not everyone will do their homework (“Hey, that person seems smart. We’ll vote that way.”). As many students will discover, there are elements in these issues they will focus on more than others (since it is impossible to know everything about everything) and thus may not be as certain as where their nation-state is on certain elements of the topic. Likewise, there are some issues that individual nation-states themselves have not thought of, or they have thought of but do not know where they stand yet. Writing a well documented, well supported, well presented, logical resolution can very easily sway uncommitted delegates to one side of the resolution (“Hey, that makes a lot of sense. We’ll vote that way.”).

The first word of each perambulatory clause should ideally establish the tone for all the material which is to follow. This is your first opportunity to see how language and terms will affect the whole message of the resolution (Examples: Aware, Applauding, Cognizant, Appalled By, Condemning, etc.). Each clause in the preamble should be followed by a comma (,) and the word ‘and.’ This provides conjunction with the next clause. The last clause of the preamble is followed by a colon (:).

Writing Resolutions

Operative Clauses

The operative clauses of a resolution tell the reader WHAT action the committee should take. The operative clauses should be the most detailed section of the resolution.

The first word of each operative clause should technically be a verb and should indicate what is to follow in the clause. Language and tone will play a very important part here, too, in determining the strength of your operative clauses (Example: Calls For, Condemns, Suggests, Recommends, Requests, etc.). Each operative should be numbered and should end with a semi-colon (;).

Operative clauses should be detailed and well thought out. There may be fewer operative clauses than perambulatory clauses, but the operative clauses may have numerous sub points. Since a resolution is asking for a change, the operative clauses must explain what those changes should be and how they should come about. For example, a resolution asking to create a committee on the impact of global economics in relation to traditional gender roles in societies should state who is on the committee, when the committee meets, where it meets, how long will it remain, who runs the committee, who the committee reports to, how does the committee report, as well as what is being studied, the purpose of the study, and the goals of the committee.

Operative Clauses are usually much harder to write than perambulatory clauses because they are in effect making students write as if they are making policy, rather than stating what the policy is. This is the critical thinking section, the “What would they do?” part. The operative clauses usually go through several changes and proposed amendments at the conference, so if they are not sure it sounds right the first time, a very large group of editors will be there to ‘fix’ the mistakes. Besides, there has never been a perfect resolution, here or at the actual UN, so proposed changes are not an attack on writing ability. If you are afraid of their resolution being changed, they can always fight tooth and nail to defend their resolutions.

The last operative clause should be followed by a period (.), thereby completing your long, complicated sentence.

One final note. Preambulatory and operative clauses should begin with an approved phrase (a list of them follows). Such words include *affirmed*, *seeking*, *calls*, and *urges*. While a phrase must begin each clause, and it is recommended that approved clauses be used, it is not required. Thus ‘unofficial’ terms such as *befuddled* and *bewildered* are allowed when used in an appropriate manner.

Writing Resolutions

Official Phrases: From *A Guide to Delegate Preparation* by the United Nations Association of the United States of America. 2002.

Preambulatory Phrases

Affirming
 Alarmed by
 Approving
 Aware of
 Bearing in mind
 Believing
 Confident
 Contemplating
 Convinced
 Declaring
 Deeply concerned
 Deeply conscious
 Deeply convinced
 Deeply disturbed
 Deeply regretting
 Desiring
 Emphasizing
 Expecting
 Expressing its appreciation
 Expressing its satisfaction
 Fulfilling
 Fully alarmed
 Fully aware
 Fully believing
 Further deploring
 Further recalling
 Guided by
 Having adopted
 Having considered
 Having considered further

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

Operative Phrases

Accepts
 Affirms
 Approves
 Authorizes
 Calls
 Calls upon
 Condemns
 Confirms

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

Sample Resolution

United Nations Security Council

Sponsor: China

Signing of the Nuclear Test Ban Treaty

The United Nations Security Council,

Recalling the creation of the Nuclear Non-Proliferation Treaty's purpose of decreasing and ultimately eliminating the spread and proliferation of nuclear weapons,

Recognizing that the G-8 nations must control the spread of fissile material in order to prevent the spread of nuclear arms,

Deploring the nuclear arms threat in both Asia and the Middle East,

Deploring the fact that Terrorist groups are known to actively be searching for nuclear and fissile material, from which they can fashion a nuclear device or dirty bomb,

Recognizing that the success of the Nuclear Nonproliferation Treaty depends on the transparency of its nation states,

Deploring the fact that the Nuclear-Test-Ban Treaty has yet to be ratified by the necessary nation states,

Reaffirming the globe's commitment to nuclear disarmament,

1. *Determines* to obtain full compliance and cooperation in the nonproliferation effort;
2. *Acts* under the standards set forth by the Nuclear Nonproliferation Treaty;
3. *Urges* nuclear weapon states to demonstrate and active commitment to disarmament;
4. *Urges* nuclear capable states to adopt improved IAEA safeguards with regard to the disposal of nuclear, radioactive, and fissile material;
5. *Calls* for the continued phase out of all nuclear weapons;
6. *Calls* for the members of the Nuclear Nonproliferation Treaty to be continually active and transparent in the nonproliferation effort;
7. *Calls* upon member nations to strengthen their safeguards on fissile material;
8. *Endorses* the sharing of containment technology to better prevent the spread of nuclear weapons and material;
9. *Calls* upon all nations to sign and ratify the Comprehensive Nuclear-Test-Ban Treaty.

Learning the Rules

As with any parliamentary body, the United Nations operates according to a set of rules of procedure when in formal session. Similarly, there is a set of rules at MUN which have been adapted from the procedures used by the United Nations.

If this is your first parliamentary experience, you will no doubt feel a little intimidated by the rules. Remember that the rules have been designed to facilitate debate and maintain order so that everyone has a fair chance to express their views. The rules can be complicated, though attempts have been made over the years to clarify the rules (a section on rules interpretations follows). Also, MUN conducts two mock sessions each year (usually in January and February) where the rules are explained in detail. While the rules are confusing, most people can get the hang of it within about an hour or so during the conference.

The best way to learn the rules and understand how they work in a formal setting is to practice using them. Before you begin practicing, however, here are a few general points:

- 1) The rules separate the committee agenda by allowing the committee to discuss each resolution until a majority of committee members decide definitively act on a resolution.
- 2) The rules allow for the orderly amending of proposals by dealing with changes one step at a time.
- 3) The Chair's role is to facilitate the debate, to guarantee that all members have a chance to speak. As such, the chair has many options for dealing with problems as they arise.
- 4) Model UN operates on the "Big Four" policy of placards. Each delegation had four signs it can raise depending on what it wishes to accomplish. The most frequently used one is the nation-state placard. This has the name of the country on it and is used to vote and gain recognition to speak (among other minor uses). The second most frequently used placard is the Point of Information. This is to ask the chair a question about the resolution being discussed or more commonly asking what is going on (this happens quite often, even among experienced delegates). The Right of Reply is used when another person directly insults your nation-state and you would like to directly respond to the attack.
- 5) The final placard is the Point of Order. The point of order is a delegate's most powerful tool in dealing with errors made by the committee or the chairperson. It is one of few points that will interrupt a speaker. Use points of order wisely so that you don't diminish its effectiveness.
- 6) Learn to use the short form printed on the back cover of this handbook in debate. It is a reference guide to all motions in the order of their precedence.

Learning the Rules

Once you've familiarized yourself with the rules and with these basic points, you should begin to practice holding debates with you class or club. You might want to simulate specific situations, such as having someone move a practice resolution to the floor, amend it, and then move a previous question on the amendment. Or you might want to try bringing a resolution to the floor, tabling it, and then bringing it back from the table. The more comfortable you are with a variety of specify procedural situations, the more confident you will be in your committee and plenary sessions.

Accepted Interpretations and Explanations of Selected Rules

From the Office of the President of the General Assembly:

“Over the many years that I have been a member or participant in Model United Nations, it has come to my attention that one of the main concerns many people have when preparing for Model UN is in understanding the rules. Partly this is from a general lack of knowledge of parliamentary procedure, partly because the language of the rules is sometimes hard to decipher, and partly because some of the rules contradict each other (more on that later). The purpose of this guide is to provide explanations for the rules, as well as general practices that, while not officially codified, have come to have the same priority as the official rules. This guide will also hopefully clear up some of the discrepancies that exist in the rules, as well as explaining what rules are now out of practice and are no longer enforced. I hope that this guide provides a better understanding of one of the most important but least regarded aspects of Model United Nations, that of the rules.”

Sincerely,
Jared Allman
President of the General Assembly
2006 and 2007 Model United Nations of Alaska

In accordance with the Preamble to the Official Rules of Procedure of the Model United Nations of Alaska, the Secretary General, in his official capacity as the final authority on the rules, has accepted these interpretations.

Rule 1: This is a fairly insignificant addition, but the term “Ambassador” is acceptable and interchangeable with the term “Delegate.”

Rule 9: Since the Secretary-General, President of the General Assembly (from this point to be referred to as the President), the Directors, and all Chairpersons are selected by the members of the Secretariat, and the members of the Secretariat are selected by the Faculty Advisor, all previously mentioned officers (Secretary-General, President, Directors, and the Chairpersons) cannot be removed by a vote of committee members or by a vote of the General Assembly. Only the Secretariat, with the consultation of the Faculty Advisor and other persons deemed necessary, can remove the Secretary-General, President, Directors, and Chairpersons from their positions. Likewise, since the President and the Chairpersons must be representing a nation-state, their credentials cannot be called into question. Since the President (or the Chair) cannot speak on substantive matters while in that capacity, they he or she really cannot say anything that could be

construed as misrepresenting their nation-state. A motion to call the credentials of the President or the Chair will be ruled out of order.

Rule 10: The President also has the right to temporarily take over as the Chair in committee if it is deemed necessary to explain a rule, straighten out a problem, or any other issue that the Chair does not seem to be able to take care of that the President can. This is only temporary, and once the situation has been concluded with, the previous Chair shall reassume the duties. The President also has the right to suspend the rules in General Assembly if time is very limited and the rules suspended result in more time saved. Some, but not necessarily all, rules the President may suspend, are how many speakers in the closure of debate will be allowed, the types of roll call votes allowed, the right to explain votes, and the number of speakers on important questions and motions. The President cannot, under any circumstances, suspend Rights of Reply, Points of Information, Points of Order, Questions of Credentials, and Voting Rights. The President has the right, before the session begins, to limit discussion as he/she sees fit, but cannot limit discussion during the session unless it is enacted in a manner according to Rule 34. This rule can be extended to Chairs only with the approval of the President and the Secretary-General.

Rule 17: If the Secretary-General is absent and/or unable to fulfill his/her duties, the Under Secretary-General shall have all the powers of the Secretary-General until the Secretary-General is able to perform those duties again. If there is no Under Secretary-General, or the Under Secretary-General cannot perform the duties, the President shall also serve as the Acting Secretary-General until such time that either the Secretary-General or the Under Secretary-General can perform the duties of the office. If the President as well cannot perform the duties, the Faculty Advisor shall determine who will be the Secretary-General and determine whether or not it will be on a permanent or acting basis.

Rule 18: If a Director is absent and/or unable to perform the duties of the office, the Faculty Advisor shall name a replacement and determine whether it is for a permanent or acting basis.

Rule 19: The official language of Model UN is English, but this does not prohibit delegates to speak in other languages. However, all motions, votes, resolutions, amendments, messages, and other items that can be voted on or seconded must be presented in English. If these are in another language, they are deemed unofficial and are not recognized by the Chair or the President. All messages in a non-English language sent through the Page System will not be delivered.

Rule 21: A rule that is no longer enforced, all committees will provide a report when they are called upon by the President in General Assembly. This report will be given by the Rapporteur. The Director for that committee will be directed all points of information concerning the resolution in the General Assembly, provided the President does not answer him/herself, rule the point out of order, or leave the point up to the body for discussion.

Rule 22: All resolutions must be submitted electronically to the director of the committee concerned in order to be considered. The Director of said Committee is the sole person who determines what resolutions and in what order those resolutions will be presented to the Committee. This cannot be debated nor changed. The Director can reject resolutions that he/she deems not worthy of presentation to the body. If the Committee runs out of resolutions before adjournment, the Director then can determine whether or not to allow resolutions previously rejected by the Director to be submitted to the body or resolutions that were not submitted electronically. The Director also reserves the right to edit resolutions to correct errors such as spelling and grammar, as well as to re-word resolutions to make the meaning more clear. Directors do not have the right to make substantial changes that change the original intent of the resolution.

All resolutions must be signed by at least one quarter (25%) of all nation-states represented in that committee before they will be presented for discussion [For Security Council, this means 4 signatures (including your own), but they must be from Security Council member nation-states]. Sponsors and co-Sponsors will be considered signatories for the purposes of this rule. Any person from a delegation can sign a resolution, even if the resolution will be presented to a different committee. For example, a delegate representing the United States in UNESCO can sign for the United States on a resolution that will be presented in UNEP. However, amendments do not need 25% of the body to sign (this part of the rule has never been enforced and is considered a typographical error).

Also, all amendments to resolutions must be submitted in writing to the technical assistant (the typist) BEFORE they are introduced to the main body. Any amendment that is moved by a delegate before being submitted to the typist may not be allowed by the President nor the Chairperson. This goes in all Committees as well as in General Assembly. The President (or Chair) has the right to allow discussion on the proposed amendment before it is typed by the typist for the official copy, or he/she may continue discussion on the resolution until typing is completed.

Rule 23: While a point of order will be immediately be recognized by the Chair or the President (interrupting the speaker), a Point of Information will not be recognized until the person speaking at the time the Point of Information was raised has concluded their remarks.

Rule 24: The President or Chair (depending on who the presiding officer for that body is) is the only person who can recognize speakers. If the presiding officer elects not to call on a person who has raised their placard, the person must wait until the speaker's list is reopened. They can not petition through a Point of Order to get on the speaker's list when it has been closed. A placard is only considered official is seen and recognized by the presiding officer. If it is not seen, by rule it has not been raised.

Rule 30: This rule has gone by the wayside and is no longer enforced. If someone elects to bring it up, it will be considered out of order.

Rule 33: This rule concerning closure of debate allows for two delegates (or fewer depending on the circumstances) to speak against closure of debate, but no speakers on behalf (in favor) of closing debate. This overrides the designation concerning Closure of Debate mentioned in Rule 42.

Rule 35: The President (or Chair) determines the speaker's list and its order. They also have the right to determine how their speaker's list will be conducted. Some of the methods are the "Continuous Overhead," the continuous list kept with the presiding officer, and the "Three at a Time" method. The method to open and close the speaker's list by a delegate is no longer enforced, and debate is not considered closed even if the speaker's list is exhausted (this overrides the last sentence of Rule 35).

Rule 36: Postponement of Consideration is commonly, but not accurately, known as "Tabling." When postponing consideration, a designated time or event must be mentioned (such as until all other resolutions have been considered, or until more information can be provided by the delegate, or until 3:30) for the motion to be considered in order. However, once a resolution has been postponed, the delegates must vote to bring it back for consideration via rule 39 (this is why the term "Tabling" is not a good descriptor). To postpone consideration requires a 2/3 majority, to bring back a resolution postponed requires a majority (50%+1).

Rule 38: A resolution can be amended in any place (both the substantive and operative clauses), and can be amended by adding new clauses, eliminating clauses, or changing the clauses. Once an amendment has been adopted, either by being accepted as friendly or voted on and passed by the committee, it is considered part of the resolution. The term amendment is used only to describe the proposed change to the resolution, not the actual change itself (or, in other words, an amendment only exists while it is being debated. Once a decision on it is made, it is no longer an amendment). Amendments can not be amended, but amendments that have since been adopted into a resolution can be. Or, to simplify, amendments can not be amended until after they have been voted on and accepted (or accepted as friendly).

Rule 39: A proposal is the resolution. Amendments that have become part of the resolution (through passage by the body or through the friendly amendment process) are considered part of the resolution and not separate entities. The author of a resolution will be granted the right to accept an amendment as friendly once it has been introduced. If the author accepts it, it becomes part of the resolution without a vote. If the author decides not to accept it, the body will begin debate on the amendment. If the amendment is passed, the sponsor of the resolution will no longer have the ability to accept friendly amendments (even if the sponsor votes in favor of the amendment, it is still considered unfriendly). If the amendment is not passed (voted down, withdrawn, debate adjourned on it, etc.), the sponsor still maintains the ability to accept amendments as friendly. Once a resolution is passed, it is considered the work of the committee, and in General Assembly the sponsor does not have the right to accept amendments as friendly. If a resolution has more than one sponsor, all the sponsors must accept the amendment as friendly. If a sponsor is absent, then it cannot be accepted as friendly until that sponsor

can return to the committee session. The sponsor of a resolution can propose an amendment to their own resolution, but they cannot accept it as friendly (and thus the only way it can be adopted is if the amendment is voted on and passed, which means the sponsor loses all rights to accept friendly amendments).

Rule 40: Any motion can be withdrawn before voting commences, whether it be a motion to close debate or a vote on the resolution. However, a motion can only be withdrawn if called upon by the President (or Chair) through the speaker's list. A motion can not be withdrawn through the use of a Point of Information, Right of Reply, or a Point of Order. Once voting starts, a motion or proposal cannot be withdrawn. The sponsor of an amendment can withdraw it at anytime before the vote begins or before it is accepted as friendly, but not afterwards. A Resolution can be withdrawn by its sponsor (or sponsors) at anytime before a vote on the resolution itself begins, unless an amendment that was voted upon by the body and adopted is now part of the resolution. If an "unfriendly" amendment is passed, no one, not even the sponsor (or sponsors) can withdraw the resolution.

Rule 42: Rule 33 concerning the Closure of Debate is removed from this rule.

Rule 46: A delegate can ask for a roll call vote on any vote, but the only times the request must be granted is for votes on resolutions, amendments, if there is a motion to adjourn debate, if a vote to overrule a decision made by the President or Chair is taking place (this appeal of the presiding officer's decision is covered in Rule 26), or if the motion concerns the questioning of credentials. The President and the Chair have the right to refuse to grant a roll call vote on closure of debate, limiting discussion, suspending and/or adjourning the meeting, postponing consideration, reconsidering proposals, or voting on whether to make something an important question or motion.

Rule 50: If there is a tie vote on motion, proposal, or amendment that requires a simple majority for passage, a second vote will be taken immediately. If the second vote ends in a tie, then it is considered to have failed. No third vote will be taken. This also goes for tie votes that end up with different numbers (for example, a 23-23 vote is immediately followed by a vote that ends in a 26-26 tie. This constitutes back to back tie votes and thus failure to pass).

The Official Rules of Model United Nations of Alaska

These rules shall be the only rules that apply to the Model United Nations of Alaska and shall be considered adopted by the General Assembly prior to its first meeting.

The Secretary-General, the President, and the Chairpersons shall have the power to interpret these rules. The Secretary-General shall be the final authority in interpretation of these rules.

I. DEFINITIONS

Rule 1 – Definitions

The following definitions shall apply to all other rules contained herein:

Chairperson: A delegate appointed by the Secretariat to preside over meetings of a Main Committee.

Delegate: An individual attending the Model United Nations as a representative of a member.

Director: A member of the Secretariat responsible for the administration of a Main Committee.

General Assembly: The plenary body of the Model United Nations, which is composed of delegates representing each member.

Main Committee: Any subsidiary body of the Model United Nations that is convened to conduct business on behalf of the Model United Nations.

Meeting: Any officially sanctioned gathering of delegates to conduct the business of the Model United Nations through the General Assembly or a Main Committee.

Member: Any nation-state that has been admitted to the Model United Nations by a vote of the General Assembly.

Model United Nations: This term shall be used in referring to any aspect of the Model United Nations of Alaska, and can be abbreviated MUN.

President: A delegate appointed by the Secretariat to preside over plenary meetings of the General Assembly.

Rapporteur: A delegate elected at the opening of the first Main Committee meeting of a session to take notes, process and code documents and report on the work of the Main Committee to the Secretariat following the closing of the meeting.

Secretariat: The executive body of the Model United Nations; responsible for the administration of the Model United Nations.

Secretary-General: The director of the Secretariat.

Session: An officially sanctioned convention of the Model United Nations.

I. SESSIONS

Rule 2 – Date of Session

The Model United Nations shall meet every year in special session commencing and closing on the dates designated by the Secretary-General.

Rule 3 – Location of Session

The Model United Nations shall meet at a location designated by the Secretary-General.

II. AGENDA

Rule 4 – Provisional Agenda

The provisional agenda for the General Assembly and the Main Committees shall be drafted by the Secretary-General and communicated to the members of the Model United Nations prior to each session.

Rule 5 – Adoption of the Agenda

The agenda provided by the Secretary-General shall be considered adopted as of the beginning of the session. The order of consideration for the agenda items shall be determined by a majority vote of those present and voting at the first meeting of the General Assembly.

Rule 6 – Inclusion of Items

No new items can be added to the agenda after the opening of the session.

III. DELEGATIONS

Rule 7 – Delegation Composition

Each member shall send a delegation consisting of four delegates. Members may send delegations with more or less delegates with the permission of the Secretary-General prior to the session.

Rule 8 – Advisors

Advisors shall provide technical expertise to their delegation. Advisors shall not speak at meetings of the General Assembly or meetings of the Main Committees.

IV. OFFICERS

Rule 9 – Appointment of Officers

The Secretariat shall appoint the officers of the General Assembly, including the President, and the officers of the Main Committees, including the chairpersons. All officers must be delegates of member states.

Rule 10 – Powers and Duties of the President

The President shall preside over meetings of the General Assembly by calling the session and meetings to order, directing discussion during each meeting, ensuring observance of the rules, according to delegates the right to speak and declaring meetings and the session adjourned. The President may limit the time each delegate may speak and the number of times each delegate may speak, unless the General Assembly decides otherwise in compliance with Rules 34 and 35. No limit set under this rule or Rules 34 and 35 shall abridge a delegate's ability to raise a point of order (Rule 26), to assert the right of reply (Rule 29) or to raise a point of information (Rule 32). The President may not speak on substantive matters.

Rule 11 – Acting President

If the President finds it necessary to be absent during a meeting or any part thereof, the President shall designate the chairperson of one of the Main Committees to take the President's place. The Acting President shall have all powers of the President. The Acting President shall yield all powers assumed to the President upon the return of the President.

Rule 12 – Powers and Duties of the Chairperson

The Chairperson of each Main Committee shall preside over its meetings by calling each meeting to order, directing discussion during each meeting, ensuring observance of the rules, according to delegates the right to speak and declaring each meeting adjourned. The Chairperson may limit the time each delegate may speak and the number of times each delegate may speak, unless the Main Committee decides otherwise in compliance with Rules 34 and 35. No limit set under this rule or Rules 34 and 35 shall abridge a delegate's ability to raise a point of order (Rule 26), to assert the right of reply (Rule 29) or to raise a point of information (Rule 32). The Chairperson may not speak on substantive matters while serving in said capacity.

Rule 13 – Acting Chairperson

If the Chairperson finds it necessary to be absent during a meeting or any part thereof, the Chairperson shall designate the Director of the Main Committee to take the Chairperson's

place. The Acting Chairperson shall yield all powers assumed to the Chairperson upon the return of the Chairperson. If the Chairperson desires to speak on a substantive matter, the Chairperson shall designate the Director of the Main Committee to take the Chairperson's place. The Acting Chairperson shall yield all powers assumed to the Chairperson upon the completion of consideration of that substantive matter. In either case, the Acting Chairperson shall have all powers of the Chairperson.

Rule 14 – Duties of the Rapporteur

At the start of the first Main Committee meeting of the session, each Main Committee shall elect a Rapporteur. The Rapporteur of a Main Committee shall be responsible for taking notes, processing and coding documents and reporting on the work of the Committee to the Secretariat and the General Assembly at the closing of the final Main Committee meeting of the session.

V. SECRETARIAT

Rule 15 – Composition of the Secretariat

The Secretariat shall be composed of the Secretary-General, the Under Secretaries-General, the Directors, and the President.

Rule 16 – Duties of the Secretariat

The Secretariat shall receive, print and distribute documents, reports, and resolutions of the General Assembly and the Main Committees; have the custody of and provide for the proper preservation of the documents in the Model United Nations archives; and perform all other work which it is directed to do by the General Assembly.

Rule 17 – Duties of the Secretary-General

The Secretary-General shall advise delegations, set the agenda, interpret rules of procedure and ensure the duties of the Secretariat are carried out. The Secretary-General shall have the right to address the General Assembly and the Main Committees at any time. The Secretary-General shall designate the duties of the Under Secretaries-General.

Rule 18 – Duties of the Director

The Director of each Main Committee shall assist the Chairperson with clarifications and explanations of the rules of procedure. Each Director, under the direction of the Secretary-General, shall develop the agenda for their respective Main Committee.

VI. LANGUAGES

Rule 19 – Official and Working Language

English shall be the official and working language of the Model United Nations, the General Assembly and the Main Committees.

VIII. CONDUCT OF BUSINESS

Rule 20 – Quorum

The President may declare a session open and permit the business of the Model United Nations to be conducted when delegates of at least one-third of the members of the General Assembly are present. The President or Chairperson may call to order a meeting of the General Assembly or a Main Committee when delegates of at least one-third of the members of the respective body are present. The presence of a majority of the members of a body shall be necessary for any vote to be taken, except a vote to adjourn the meeting (Rule 27) which may be taken regardless of the number of members present.

Rule 21 – Consideration of a Report of Main Committees

Consideration of a report of a Main Committee shall take place in a plenary meeting of the General Assembly and shall only take place if at least one-third of the members present and voting at the meeting consider such consideration to be necessary. Any proposal to this effect shall be immediately put to a vote without discussion.

Rule 22 – Consideration of Proposals

In order to be considered, proposals and substantive amendments must be submitted in writing to a member of the Secretariat with the names and signatures of delegates of one-quarter of the members present and voting in the General Assembly or Main Committee in which the proposal or amendment is to be considered. The Secretariat may, at its discretion, approve the proposal or amendment for circulation of copies to the delegations. The General Assembly or a Main Committee shall not consider any proposal unless copies of it have been circulated to all delegations or an electronic copy is viewable by all delegates. The President or Chairperson may permit the discussion and consideration of amendments or of procedural motions even though such amendments and motions have not been circulated.

Rule 23 – Discussion

No delegate may address the General Assembly or a Main Committee without having previously obtained the permission of the President or Chairperson, respectively. The President or Chairperson shall call upon speakers in the order in which they signify their desire to speak by the raising of a placard labeled with the name of their nation-state. The President or Chairperson may call a speaker to order if the remarks being given are not relevant to the subject under discussion. The President or Chairperson shall immediately recognize any delegate raising a legitimate point of order (Rule 26) or point of information (Rule 32).

Rule 24 – Speaking Order Precedence

During the discussion of a Main Committee report by the General Assembly, the Chairperson and the Rapporteur of the Main Committee may be accorded speaking order precedence for the purposes of explaining the conclusions arrived at by the Main Committee. During the discussion of a matter by the General Assembly or a Main Committee, a delegate of the member proposing the matter shall be accorded speaking order precedence.

Rule 25 – Precedence of Motions

Motions shall be considered in order of precedence, with motions of the highest precedence being completely dealt with first. The precedence of motions shall be determined by their order in the Rules of Order, with motions of the highest precedence coming first beginning with Rule 26 and ending with Rule 40. All motions not described by one or more of the rules in this section shall be considered to be of equal precedence with Rule 40. Any motion made while a motion of higher precedence is being considered shall be out of order.

Rule 26 – Points of Order

During the discussion of any matter, a delegate may raise a point of order in order to correct a violation of the Rules of Procedure; the President or Chairperson shall immediately rule on the point. A delegate may appeal the ruling of the President or Chairperson. The appeal shall be immediately put to a roll-call vote; the ruling of the President or Chairperson shall stand unless two-thirds of the members present and voting vote to reverse the ruling. A delegate raising a point of order may not speak on the substance of the matter under discussion while making such a point.

Rule 27 – Adjournment of the Meeting

During the discussion of any matter, a delegate may move to adjourn the meeting. Such motions shall not be debated, but shall be immediately put to a vote.

Rule 28 – Suspension of the Meeting

During the discussion of any matter, a delegate may move to suspend the meeting, specifying a time for reconvening. Such motions shall not be debated, but shall be immediately put to a vote.

Rule 29 – Right of Reply

If a remark impugns the dignity or integrity of a member, the President or Chairperson may, upon request of a delegate from the offended member, permit a reply by a delegate of the offended member following the conclusion of the controversial speech. The

President or Chairperson shall determine an appropriate time limit for the reply. No ruling on this question shall be subject to appeal.

Rule 30 – Decision on Competence

Any motion calling for a decision on the competence of the General Assembly to adopt a proposal submitted to it shall be put to the vote before a vote is taken on the proposal in question.

Rule 31 – Questions of Credentials

A delegate may move to question the credentials of any other delegate and in making such a motion shall state the basis upon which the credentials are questioned. Credentials may be questioned any time that a delegate acts in a manner inconsistent with the official views of the member state that the delegate is representing. The delegate whose credentials are being questioned shall have the opportunity to respond to the charges; the President or Chairperson shall determine an appropriate time limit for the delegate's response. After the response, the question shall be put to an immediate roll call vote; two-thirds of the delegates present and voting must affirm the decision to question the credentials for the motion to pass. In the case that the motion passes, the President or Chairperson shall immediately notify the Secretary-General of the action. The Secretary-General shall convene the Secretariat at the earliest possible time to make a final decision on action to be taken against the delegate being questioned. All decisions of the Secretariat in matters of questioned credentials are final.

Rule 32 – Points of Information

During the discussion of any matter, a delegate may raise a point of information in order to seek clarification of a matter currently under discussion; the President or Chairperson shall address the point between speakers and deal with it at his or her discretion.

Rule 33 – Closure of Debate

A delegate may at any time move to close debate on the item under consideration, regardless of any other delegate's desire to speak on the issue. Permission to speak on the motion shall be accorded to two delegates opposing the closure, after which the motion shall be put to a vote. Closure of debate shall require the assent of two-thirds of the members present and voting. If the motion to close debate passes, a vote shall be taken immediately on the item under consideration, including all amendments currently proposed.

Rule 34 – Limiting Discussion

The General Assembly or a Main Committee may, by majority vote, limit the time allowed to each speaker and/or the number of times each delegate may speak on a question. Before a vote is taken to limit discussion, two delegates may speak in favor of

and two delegates may speak against such action. When debate is limited and a delegate exceeds the allotted time, the President or Chairperson shall immediately call the speaker to order.

Rule 35 – List of Speakers

The President or Chairperson may implement a list of speakers for any substantive matter. Members whose delegates wish to speak may be added to the list in the order they are recognized to do so by the President or Chairperson. Each member may only be on the list of speakers once at any given time, but any member may be added again after having spoken. Any delegate may move that the list of speakers be closed or, if already closed, re-opened. The motion to close or re-open the list of speakers shall not be subject to debate. When the list of speakers is exhausted, closure of debate is automatic and voting procedures begin.

Rule 36 – Postponement of Consideration

Any delegate may move to postpone consideration of an issue until a specified time. A two-thirds majority is needed to pass such a motion.

Rule 37 – Adjournment of Debate

During the discussion of any matter, a delegate may move to adjourn debate on the item under consideration. Permission to speak on the motion shall be accorded only to two representatives in favor of and two delegates in opposition to adjourning debate, after which the motion to adjourn debate shall be immediately put to a vote. If the motion to adjourn debate passes, the item under consideration is considered dismissed and no action will be taken on it.

Rule 38 – Amendments to Proposals

Any delegate may propose an amendment to a proposal. If the sponsors of a proposal under consideration in a Main Committee agree to the adoption of a proposed amendment, the proposal shall be modified accordingly without a vote. A proposal amended in this manner shall be considered as the proposal pending before the body for all purposes, including subsequent amendments. If the sponsors of a proposal under consideration in a Main Committee do not agree to the adoption of a proposed amendment, or if an amendment is proposed in the General Assembly, then the body considering the proposal shall consider the amendment, allowing for discussion and concluding with a vote. If the body adopts the amendment, then the amended proposal will come before consideration of the body and the sponsors will no longer have power to authorize amendments. If the body fails to adopt the amendment, the original proposal shall remain under consideration and the sponsors shall retain the power to authorize amendments. All amendments submitted for consideration by the General Assembly must be submitted in writing to the President or a designated member of the Secretariat at the time they are introduced.

Rule 39 – Reconsideration of Proposals

Any proposal adopted or rejected by the General Assembly or a Main Committee shall not be reconsidered at the same session unless a delegate moves to reconsider the proposal. Permission to speak on a motion to reconsider shall be accorded to two delegates in favor of and two delegates opposed to the motion to reconsider; a vote shall be taken on the motion immediately after the discussion is complete.

Rule 40 – Withdrawal of Motions

A proposal or a motion may be withdrawn at any time by its sponsors before voting has commenced, providing that the proposal or motion has not been amended without the authorization of the sponsors under the provisions of Rule 38. Any delegate may reintroduce a proposal or motion thus withdrawn.

IX. VOTING

Rule 41 – Voting Rights

Each member of the General Assembly shall have one vote. Each member of a Main Committee shall have one vote.

Rule 42 – Important Questions and Motions

The following types of proposals shall be considered Important Questions: recommendations with respect to the maintenance of international peace and security, the election of non-permanent members to the Security Council, the elections of members of the Economic and Social Council, the election of members to the Trusteeship Council, the admission of new members to the Model United Nations, the suspension of rights and privileges of members, the expulsion of members, questions relating to the operation of the trusteeship system, and budgetary questions. The following types of motions shall be considered Important Motions: appealing the ruling of the President or Chairperson (Rule 26), questioning the credentials of a delegate (Rule 31), closure of debate (Rule 33), postponement of consideration (Rule 36), reconsideration of a proposal or motion (Rule 39). A delegate may move to declare a particular question as important. On such a motion, two delegates may speak in favor of and two delegates may speak against the motion, after which the motion shall then immediately be put to a vote.

Rule 43 – Voting on Important Questions and Motions

Important Questions and Motions shall require approval of two-thirds of the members General Assembly or the Main Committees present and voting to be adopted. Decisions of the General Assembly or a Main Committee on amendments to proposals and motions considered Important Questions and Motions and on parts of such proposals voted on separately shall require the approval of two-thirds of the members present and voting to be adopted.

Rule 44 – Standard Voting

Decisions of the General Assembly on questions and motions other than those considered Important pursuant to Rule 42 shall require approval by a majority of the members present and voting to be adopted.

Rule 45 – Members Present and Voting

For the purposes of tabulation the phrase “members present and voting” means the members casting affirmative or negative votes. Members who abstain from voting are considered not voting.

Rule 46 – Voting Procedure

Any vote taken in the General Assembly or a Main Committee shall take place by a show of placards indicating the name of the member unless a member requests a roll call vote, in which case one shall be taken. The roll call vote shall be taken in alphabetical order of the names of the members, beginning with the member whose name is drawn by lot by the President or Chairperson. The name of each member shall be called in every roll call, and one of its representatives shall reply “yes,” “no,” or “abstain.” The result of voting shall be inserted into the record in the alphabetical order of the names of the members, regardless of starting order.

Rule 47 – Conduct During Voting Procedure

When the President or Chairperson announces that a vote will be taken the doors to the chamber in which the meeting is taken place shall be shut and shall remain so until the voting procedure is complete. No delegate shall interrupt the voting except to raise a point of order in connection with the actual conduct of voting. The President or Chairperson may permit members to explain their vote, either before or after voting. The President or Chairperson may limit the time allowed for such explanations. The President or Chairperson shall not permit any sponsor of a proposal, amendment, or motion to explain the proposal, amendment, or motion. No delegate shall speak during the voting procedure except when recognized by the President or Chairperson to cast a vote, explain a vote or raise a point of order.

Rule 48 – Division of Proposals and Amendments

Immediately prior to the commencement of a voting procedure, a delegate may move that parts of a proposal or of an amendment should be voted on separately. If any delegate objects to the request for division, the motion for division shall be voted upon. If there are calls for multiple divisions, they shall be voted upon in the order set by the President or Chairperson such that the least radical divisions shall be voted on first. Permission to speak on any motion for division shall be given only to two speakers in favor and two speakers against. If the motion for division is carried, those parts of the proposal or of the amendment that are approved shall then be put to a vote as a whole. If the President or

Chairperson rules that all operative parts of the proposal or amendment have been rejected, the proposal or amendment shall be considered to have been rejected as a whole.

Rule 49 – Voting on Proposals

If two or more proposals are related to the same question, the General Assembly or Main Committee shall, unless it decides otherwise, vote on the proposals in the order in which they have been submitted.

Rule 50 – Equally Divided Votes

If a vote is equally divided, a second vote shall be taken at the subsequent meeting. If this vote is also equally divided, the proposal shall be considered to have failed.

Quick Reference Guide

No	<u>Rule</u>	<u>Description</u>	Vote
25	Precedence of Motions	Rules of lower number have higher precedence, from 25 to 40.	N/A
26	Point of Order	Used to correct an error in procedure; ruling by chair, may be appealed.	2/3
27	Adjourn Meeting	Requires no debate; put immediately to vote.	Majority
28	Suspend the Meeting	Allows for a break in a meeting; no debate.	Majority
29	Right of Reply	Granted to a nation whose dignity has been insulted by another member.	N/A
31	Question Credentials	Used to bring sanctions against delegate failing to represent their nations.	2/3
32	Point of Information	Used to ask a question about the subject at hand; granted by chair.	N/A
33	Close Debate	Ends discussion on and issue and brings it to a vote; two delegates opposing the closure of debate may speak.	2/3
34	Limit Discussion	Used to limit speaking time and number of speakers; two in favor and two opposed to limits may speak.	Majority
36	Postpone Consideration	Delays consideration of an issue until a specified time.	2/3
37	Adjourn Debate	Ends consideration of an issue without voting on the issue; two in favor and two opposed to adjourning debate may speak.	Majority
38	Amend Proposal	Used to modify a proposal in whole or part; may be accepted by the consent of the sponsors of the proposal or put to a vote; once a proposal is amended by a vote, the sponsor may no longer accept amendments.	Majority
39	Reconsider Proposal	Used to reconsider previous action taken on a proposal; two in favor and two opposed to reconsideration may speak.	Majority
40	Withdraw Motion	Used by sponsors to withdraw proposal prior to voting.	N/A

42	Important Questions and Motions	All important questions and motions subject to 2/3 vote; questions and motions can be made important by a majority vote.	2/3 & Majority
44	Standard Voting	All motions and questions not considered Important require majority vote.	Majority
46	Voting Procedures	Votes taken by placard unless a member requests a roll call vote.	N/A
47	Voting Conduct	No entry to or exit from room allowed during voting; no talking except to raise a point of order or to cast and/or explain a vote.	N/A
48	Division of Proposals	Delegate may make a motion immediately prior to a vote to divide the proposal into separate parts, to be voted on separately in order set by chair.	N/A
50	Tie Votes	Second vote taken at next meeting of body; if second vote results in a tie, then proposal fails.	N/A

List of Helpful Resources

While not meant to be an exhaustive list, the following websites can be a tremendous help to any aspiring model UN delegate, or anyone in general who wishes to learn more about the United Nations, its organizations, and its members.

UN specific websites

The UN Homepage
www.un.org

UN Links
www.undcp.org/unlinks.html

UN News
www.un.org/news

General Assembly (GA)
www.un.org/ga

Economic and Social Council (ECOSOC)
www.un.org/esa/coordination/ecosoc

World Health Organization (WHO)
www.who.int/en/

United Nations Children's Fund (UNICEF)
www.unicef.org

United Nations Educational, Scientific, and Cultural Organization (UNESCO)
www.unesco.org

United Nations Environment Programme (UNEP)
www.unep.org

Security Council
www.un.org/docs/sc/

Joint United Nations Programme on HIV/AIDS (UNAIDS)
www.unaids.org/en/

UN Chronicle
www.un.org/Pubs/chronicle/

World Chronicle
www.un.org/av/video/1wchron.htm

UN Search Engine
www.un.org/search/

The Dag Hammarskjöld Library (The UN Library)
www.un.org/Depts/dhl/

The UN Library Thesaurus
<http://lib-thesaurus.un.org/LIB/DHLUNBISThesaurus.nsf>

UN Cyberschoolbus
cyberschoolbus.un.org/

World Bank
www.worldbank.org

UN Resolutions
www.un.org/documents/resga.htm

Universal Declaration of Human Rights (UNDHR)
www.un.org/Overview/rights.html

International Covenant on Civil and Political Rights
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