

Midwest Model United Nations



Delegate Handbook

48th Conference

13-16th February, 2008

Hyatt Union Station—St. Louis, MO

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General Information

Purpose

Midwest Model United Nations (MMUN) is an all-collegiate organization dedicated to the concept of a "Venture in Practical Education." It is designed to furnish a structure and forum for students to work with the most pressing international issues from a perspective outside of the classroom, and thus broaden their awareness of world politics. Representing the role of another nation's delegation to the United Nations, students further realize the difficulties and complexities of international relations.

Our Conference has three goals: to promote interest and understanding of the nations of the world, to help students gain a broader perspective of global issues and the role of the United Nations in world politics, and to encourage investigation into the field of international studies and the process of diplomatic negotiations.

Midwest Model United Nations has been in existence since 1960. It is governed by MMUN, Inc., an educational, non-profit corporation operating under the laws of the state of Missouri. MMUN, Inc. has an official ongoing relationship with the United Nations as a Non-Governmental Organization (NGO).

Conduct of Delegates

Participants of the Midwest Model United Nations represent their assigned nation in the same capacity as official delegates to the United Nations. This requires that all MMUN delegates conduct themselves with the highest degree of propriety at all times during the conference. As diplomats, delegates are expected to ***treat their colleagues, including both staff members and fellow delegates, with respect and the highest sense of courtesy at all times.*** Delegates are also expected to extend their good behavior to all conference observers and other patrons of our host facility.

Delegates should remember that they are participating in a simulation of the highest-level diplomatic activities of Member States of the United Nations. Therefore, professional Western business dress must be worn in all meetings. Delegates may wear their country's traditional native dress to the opening session only. Flags, flag pins, and other country insignia will not be allowed. Each delegate will be provided with official credentials in the form of a conference badge. These badges must be worn, within the host facility, at all times during the conference. Specifically, delegates are to wear their badges during all meetings, breaks, and after-session events. Delegates not wearing an official badge of MMUN conference will be asked to leave that function.

Smoking is not allowed inside the hotel conference area, subject to the policies of the host facility. The use of alcohol is subject to applicable laws of the City of St. Louis and the State of Missouri. Diplomats must be prepared to represent their nation at all times. Any activity which would impair an individual's ability to participate fully in all activities of the conference is strongly prohibited by the Secretariat and Staff of MMUN. The use of alcohol during scheduled meetings is inappropriate and contrary to the purpose of the conference. Delegates imbibing or under the influence of such substances will be immediately required to leave the Conference.

Students participating in MMUN are reminded that they are subject to the rules of their sponsoring institution, the MMUN Secretariat, our host facility, and local, state, and federal laws.

The Secretariat of MMUN reserves the right to expel, without refund, any delegation or delegate whose conduct is inappropriate, disruptive, in violation of the host facility's policies, or which otherwise threatens the functioning of the conference. MMUN shall not be limited to any remedy deemed necessary for addressing delegate misconduct. Delegates are solely responsible for their acts and MMUN will not be liable for any infraction or injury resulting from violations of the standards of conduct. By participating in the conference the delegate agrees to abide by applicable rules, regulations, laws, and standards and to indemnify MMUN against all costs, including attorney's fees, related to any misconduct by the delegate.

Role-Playing

In years past, some delegates attending MMUN have had misconceptions as to the nature of a Model United Nations and the purpose of role-playing within the model United Nations framework. Midwest Model United Nations is an educational tool. Its primary purpose is to inform its participants about the United Nations, international politics, and contemporary problems of international relations. This includes providing participants with an opportunity to explore how diplomacy, consensus building, caucusing, and committees operate.

Please note, however, that this does not mean delegates have a "license" to act out of character. **The first and foremost aspect of all diplomatic negotiations (such as those simulated at MMUN) is respect and diplomatic courtesy towards all participants.** Delegates who are rude or insulting towards other delegates are failing in one of the most important aspects of the simulation, and expectedly, such behavior is taken into account during Awards considerations. All delegates are responsible for the quality of their role-playing and are expected to be adequately prepared in order to properly play the role of a delegate of the Member State that they represent. Failure to do so is disruptive to the conference and adversely affects the quality of the simulation. The Secretariat reserves the right to take whatever action it deems necessary to preserve the quality of delegate role-playing.

The United Nations is evolving and so should the role-playing of our delegations. Gone are the days of pariah nations walking out of the General Assembly as well as the days of destructive individualism and rigidity. Caucusing, alliance building, and consensus are built on relationships, trust, and common goals. "No country is an island," and so too **no delegate should stand-alone or take actions disrespectful of other delegations, delegates, or staff members.**

Staff at MMUN

The conference relies on a dedicated, volunteer staff to produce the simulation. Over the years the staff has been composed of students, international business or government workers, and others committed to educating college students about global issues and the United Nations. Anyone who is interested is encouraged to apply and interview during the conference. Questions about the staff application process and the staff experience can be directed to Committee Chairs and the Under-Secretary General – Operations.

Applications for MMUN Staff can be found at each committee Dais or at Conference Services or online at <http://www.mmun.org/staff.php>. Committee Chairs will further instruct delegates on the application process during the Session. Below you will find an overview of the duties and responsibilities of staff members at MMUN:

The MMUN Steering Committee

The MMUN Steering Committee is composed by the most senior staff members, and is responsible for the overall functioning of the conference. The Steering members are:

The Secretary General: Carmen Simon [sg48@mmun.org]

The Secretary General (SG) is the chief operating officer of the conference. This position is responsible for overseeing the work of the entire Secretariat in preparing for and running the MMUN Conference. The SG is responsible for the overall planning of the conference, in consultation with the Under-Secretary General – Administration and the Under-Secretary General – Operations, as well as other members of the Secretariat. The SG is usually supported by an Assistant Secretary General, as the need arises.

Under-Secretary General – Administration: Jamie Christianson [usga48@mmun.org]

At its July, 2006 meeting, the MMUN Board of Directors and Steering Committee agreed on new titles that better reflect the duties two out of three members of the Steering Committee. The position of Under-Secretary General has been re-named the **Under-Secretary General – Administration (USGA)**. According to MMUN by-laws, the USGA (much like its predecessor, the USG) is in charge of "all ministerial functions of the conference including but not limited to finances, facilities, conference services

and [school] recruiting”, and is assisted by the Assistant USGA. In that light, any questions relating to the financial and administrative aspects of MMUN should be directed at the USGA.

Under-Secretary General – Operations: Sarah Tulley [usgo48@mmun.org]

At the aforementioned July, 2006 meeting, the Position of President of the General Assembly and the brief position of Director of Committee Operations have been consolidated into the position of the **Under-Secretary General – Operations (USGO)**. The USGO is responsible for all substantive aspects of the conference, including the process of drafting topic guides, hiring and training of conference staff members, as well as any aspects of the simulation during the conference. The USGO is responsible for the conduct of committees, councils, and plenary committees, as well as being the final authority on interpreting the rules outlined in the Delegate Handbook. Finally, the USGO oversees the work of the Presidents of the General Assembly, ECOSOC and the Security Council.

Other MMUN Staff Positions

President of the General Assembly (PGA) : Jeremiah Slinde

The PGA is responsible for the conduct of all General Assembly Committees during the conference, as well as ensuring that the rooms are properly staffed and supplied at all times. The PGA oversees the work of the Chairs and other substantive staff members in the Committees that fall under the General Assembly area of operations, namely the 1st, 2nd, 3rd, and 4th Committees. The PGA will also chair, at his/her discretion, and supervise the meeting of the General Assembly Plenary committee on Friday and Saturday, and ensure that the resolution packets for the GA Plenary session are correctly printed, ordered and prepared on time.

President of ECOSOC (PES) : Zach Crowe

The PES is responsible for the conduct of the ECOSOC Committee and its Sub-Committees during the conference, as well as ensuring that the rooms are properly staffed and supplied at all times. The PES oversees the work of the Chairs and other substantive staff members in the Committees that fall under the ECOSOC area of operations, namely the ECOSOC Plenary, UNESCO and the CCPCJ. The PES will also chair, at his/her discretion, and supervise the meeting of the ECOSOC and ECOSOC Plenary committee, and ensure that the resolution packets for the ECOSOC Plenary session are correctly printed, ordered and prepared on time.

President of the Security Councils (PSC) : Eamon Poller

The PSC is responsible for the conduct of both Security Councils during the conference, as well as ensuring that the rooms are properly staffed and supplied at all times. The PSC oversees the work of the Chairs and other substantive staff members in the Committees that fall under the Security Council and Other Committees area of operations, namely the Security Council, the Historical Security Council, and the Peacebuilding Commission. The PSC is also the Chair of one of the Councils, and is responsible for the creation and implementation of crisis simulations for each SC.

Chairs, Rapporteurs, Legal Assistants and Secretaries

These are the actual face of MMUN. Each committee has a Chair, responsible for facilitating the general functions of the Committee. The Chair is supported by a *Rapporteur*, responsible for record keeping and Committee documentation, a *Legal Assistant*, responsible for ensuring that committee sessions are in order according to MMUN Rules of Procedure, and one or more *Secretaries*, responsible for general committee functions as deemed necessary by the Chair.

Under-Secretary General for Conference Services : Melissa Moses

The USG-CS is responsible for the oversight and execution of Conference Services during the Annual Conference. The USG-CS works in coordination with the SG and Technical Director to secure rental copier, computers, and printers. Furthermore, the USG-CS works with the USG-O to determine and gather supplies for the conference.

Conference Services Center

The Conference headquarters and Secretariat are located in the Conference Services Center (CSC). Contained within the CSC are the following functional areas: Delegate Computing Services, International Press Delegation Headquarters, Document Services, and the Main Service Desk. Delegate Computing Services houses conference-supplied computing services for document generation. The International Press Delegations Headquarters serves as the location of production of UN News and World Report, the journal produced during conference. Document Services handles all conference printing needs. The purpose of the Main Service Desk is to provide answers for all questions and concerns raised by both faculty and staff during the operational hours of the conference.

Delegation Information

Delegate Preparation

As delegates and representatives of Member States of the UN, it is important to have a thorough knowledge of both your country and the issues you will be discussing in committee. Undertaking research on both your country and the issues can be a daunting task at times. However, we have put together the outline below to aid you in your research.

When beginning your country research it is important to examine your countries current situation, its recent and past history, its role in major global events, as well as your countries role in the region. Issue research should include researching the history of the issue, understanding what has been done in the past and what is currently being done, what has worked and has not worked with various strategies, and the various UN and international bodies that work within the topic and what those bodies can and cannot do.

Below are the various steps that we believe should be taken in order to facilitate thorough and useful research on both your country and the issues:

- Step 1: General research on the country
- Step 2: Topic specific country research
- Step 3: Bring it all together: the country's negotiating platform.

Step 1: General research on your country

Politically

It is important to understand the development of your Member State's current government. Here are some research questions: Was there a recent election? How long have they had elections (if they do)? What parties are active? Were they a former colony or colonizer? How long have they had their current borders? What conflicts have occurred within their borders? In what external conflicts have they been active?

Socially

When studying with a sociological focus you develop a picture more closely related to the daily life for the citizens in your Member State. Here are some research questions: How are the majority employed? What is health care like? How does the education system function? Is it easy to move across the border? What are the major health issues faced by the people?

Economically

The flow of money in and out of your country is found through a grasp of their economic system. In addition to political research, this will tell you a lot about how your Member State interacts on the global stage. Here are some research questions: How difficult is it to export and import products? What is the story with their currency? What

are the major exports and imports? What is their relationship with international financial institutions? What kinds and quantities of debt do they hold?

After doing this general research, putting some thought into the inter-relations among what you have learned will help gain a full "big-picture" understanding of the country. For example, how is the education system affected by political turmoil? You will have a solid platform from which you can view the issues facing your committee at Midwest Model United Nations.

Your whole delegation can work together on this step. You should begin your research as a team and share a common level of knowledge on these factors. It will help you function better as a team.

Step 2: Topic specific country research

Now that you know the general landscape, you can begin country-focused research on the topics of your committee. For example, if you are representing your country in 1st committee you should learn all about their history with disarmament. The delegate in 2nd committee needs to do more detailed research on the economic and financial situation facing the nation. The 3rd committee delegate needs more specific details on the social and humanitarian situation both currently and in the past. The 4th committee delegate will delve into more research on the political situation for the country, both domestically, regionally and internationally.

This assumes you are also doing research on the topics of the committee as well using the MMUN background guide. The country specific research should stand apart in your mind as both topic *and* nationally oriented. There are things you will learn about the topics to understand the position of other blocs and Member States. This research about your country will help you understand where you stand specifically on the issues.

Step 3: Bring it all together: the country's negotiating platform

The final phase of country research is bringing together all you've learned. Now that you have a general picture of the situation in your country, information about what is going on in your country regarding the particular issues in the committee, you can develop your national policy, or negotiating position. This thought process makes connections between the facts on the ground in your country and the international situation on the issue facing your committee. This can will be a collection of things you will fight for, things you will not accept in the resolution, and things which are acceptable to your State.

Useful Sources

Newspapers

National and international. Use the list of press organizations represented in IPD as a starting point. These are particularly useful for understanding the current situation of your country and what the current status on the issues is.

Reference texts

To begin, find those in your reference library which summarize political history of many Member States. There are countless journal articles, encyclopedias and other materials out there that can provide very useful information on both your country and the issues.

Books written specifically on your Member State

If you begin research early, you may have time to read a full length text on your Member State. A shorter alternative is to find relevant chapter(s) to flesh out general facts you found elsewhere in your research.

Internet sources

The bulk of most student's research is done online. Be selective of the sources you use. Also make sure you aren't reading too many details before you have a grasp of the bigger picture of your Member State. Try to avoid personal internet websites; try and use scholarly sources.

Speeches, Statements, Briefs written by your Member State

This is the last place you should go. To understand the nuance and background of a speech given to the General Assembly, for example, you must grasp the larger picture in your Member State, from political, social and economic perspectives.

UN Agencies Pages

For any topic that is discussed in the United Nations there is at least one (usually more) organization that is dedicated to discussing the issue. Use these organizations as a way to find out past information about topics, what is currently being done. It is also important to know how these organizations can and cannot work.

MMUN Committees and Topics

The agenda of the conference is set forth in the annual *Midwest Model United Nations Topic Digest*, which can be found at www.mmun.org/committees. This publication should serve as a guide to the delegate and as a starting point for more detailed research. This digest is not to be considered substitution for detailed research. The delegate should also be alert to additional information provided by the Secretariat regarding agenda items, deadlines for submitting material, and other important information.

At MMUN 47, the Committees below will be simulated. Please refer to the MMUN Topic Digest for additional information on the Committees and the Topics to be discussed.

General Assembly area

General Assembly First Committee

1. Establishment of a Nuclear Weapons Free Zone in the Middle East
2. Implementation of the Convention on the Prohibition of the use, stockpiling, production and transfer of anti-personnel mines and on their destruction

General Assembly Second Committee

1. The External Debt Crisis and Development
2. Implementation of MDG #8: Developing a global partnership for Development

General Assembly Third Committee

1. Enhancing the Progress of the United Nations Literacy Decade: Education for All
2. International Drug Control

General Assembly Fourth Committee

1. Comprehensive Review of Peacekeeping Operations
2. The Situation in Afghanistan

ECOSOC area

ECOSOC (Economic and Social Council)

1. Information and Communication Technologies and Development
2. Protection of human rights and fundamental freedoms while countering terrorism
3. Promoting access to freshwater

Commission on Population and Development

1. International Migration and Development
2. Reproductive Rights and Reproductive Health
3. Population, Environment and Development

United Nations Relief Works Agency

1. Microfinance and Microenterprise in the Gaza Strip and West Bank
2. Environmental Health in Refugee Camps
3. Poverty Alleviation for Refugees

Security Council and Others area

Security Council

1. The Situation in Iran
2. The Situation in Lebanon

3. Open Topic

Historical Security Council—1994

1. Situation in Rwanda
2. The Situation in Bosnia/Serbia

Counter-Terrorism Committee

1. Elimination of Terrorist Training Grounds
2. Terrorism in Iraq
3. Measures to prevent terrorists from acquiring weapons of mass destruction

Human Rights Council

1. Situation of human rights in Darfur
2. Issue of the human rights violations and implications of the Israeli occupation of Palestine and other occupied Arab territories
3. The issue of the death penalty

International Press Delegation – produces the UN News & World Report during the conference.

Special note on the Historical Security Council

The HSC is set to begin on a specific date in the past for each of its topics. The HSC this year will be simulating events of 1994. The way delegates should approach this simulation and their research is to understand that they will be picking up debate at that date. Anything that actually happened in history after that date, has not yet occurred; nor should delegates assume that it will, that depends on their actions and decisions made at the conference. Delegates should, however, know what did actually happen and how their topics played out in reality. This way they know what “could” happen if they do not act. Delegates should be intimately familiar with events leading up to the date debate begins and as to the situation as of that date. At no time during debate should delegates speak of or reference any events that may have actually occurred after the date specified in their Topic Guides. The purpose of this simulation is to provide delegates with historical knowledge of an important problem and allow them the chance to try to come up with a different solution and perhaps a better outcome. Further questions about this may be directed to the Under-Secretary-General – Operations.

International Press Delegation

Midwest Model United Nations first introduced and pioneered the simulation of the International Press Delegation (IPD) at the 1987 conference. This simulation was added to MMUN to represent the role of the media in diplomacy and international politics. The program is open to all students who have an interest in international relations, communications, journalism, or similar areas of interest.

The IPD publishes a daily newspaper, *UN News & World Report*, during the conference covering MMUN committee proceedings, world developments, and other related news. IPD participants represent correspondents and news services which are represented in the United Nations Correspondents Association (UNCA). Participating students have the opportunity to examine the role of regional and national press organizations in reporting and shaping differing opinions on current world issues.

The IPD can only accommodate a limited number of students. Those interested in participating should submit an application, available from the Secretariat, as soon as possible. There is no limit on the number of participants from any one school.

In publishing the newspaper, IPD delegates use computers to write articles, design the paper, and publish. Knowledge of computers is helpful but not necessary. Since there are some additional expenses to produce this program, **there is a \$20.00 per delegate fee for students interested in being a part of IPD.** *UN News & World Report* has been a unique and special feature as well as an effective communications tool of MMUN.

Crisis Simulations

The MMUN staff may develop during each conference a unique, reality-based “crisis situation” that the Security Council(s) or any other GA Committees may have to deal with at their own prerogative. In the past, these crises have included situations relating to North Korea, the DR Congo, and the Middle East, among others. These situations are usually presented to the committee via news updates read by the Chair or other MMUN staff. Also, some countries may receive specific instructions (communiqués) from their “home governments” advising them of their policies regarding the crisis situation. These instructions are to help guide the delegates in their policy during the crisis. This helps make the crisis situations as real as possible and serves as a learning experience for the delegates.

When there is a crisis in the Security Council, often times the Council may invite (or the staff may ask) a country that does not have a seat on the Council to come into the Council chambers and speak to the body and/or answer questions regarding the crisis. When this occurs, MMUN will ask the school that is representing this country (if that country is represented at MMUN) if they wish to send a delegate into the Council to address the crisis situation. The school may choose any one of its delegates to go before the Council. The school does not have to send a representative to the Security Council, as that would mean taking that delegate away from discussions in his/her own committee. If the school does not wish to send a delegate, MMUN staff will play the role of that country during the crisis simulation.

Any crisis presented to a General Assembly Committee is meant for that Committee only to deal with and may not be seized by the Security Council or any other committee for any reason.

When a crisis is presented to a committee, it is the decision of that committee whether or not to move to discuss the crisis. To discuss the crisis topic, the committee may do so in one of two ways: 1) table the current topic which may then be brought back up later by a motion to reconsider (remember that if this occurs, there must be a roll-call vote to table the topic, since a motion to reconsider may only be made by a country voting on the prevailing side of the motion to table); or 2) close debate on the topic, vote on any resolutions on the floor, and then move to discuss the crisis topic. Again, it is the committee’s choice whether or not to discuss the crisis situation.

Any countries wishing for guidance on their position on the crisis situation may submit a note to the dais staff of the committee conducting the simulation with their specific question written on it. They will receive a prompt response from the crisis staff with instructions regarding their policy. Other countries not represented at MMUN or specific persons involved in the crisis will be role-played by members of the MMUN staff crisis committee.

Delegation Evaluations and Awards

It is difficult to judge the quality of diplomatic representation at a simulation like MMUN. There are a multitude of factors that impact on a delegation's performance. Among the factors that will be considered are: **consensus building, constructive caucusing, coalition building, research and preparation, resolution drafting, role playing, diplomatic courtesy, attendance at scheduled meetings, strategy, and public speaking.**

Schools should not evaluate their students, for course grade, based on their winning awards, passing resolutions or the number of times a delegate speaks. Quality, not quantity, is the key consideration in awards deliberations. All award determinations will be made by MMUN Staff and approved by the Secretariat. Awards will be for delegations in Committees and in General Assembly Plenary. The criteria for both committee and General Assembly Plenary awards will be the same.

Role-Playing

In years past, some delegates attending MMUN have had misconceptions as to the nature of a Model United Nations and the purpose of role-playing within the model United Nations framework. Midwest Model United Nations is an educational tool. Its primary purpose is to inform its participants about the United Nations, international politics, and contemporary problems of international relations. This includes providing participants with an opportunity to explore how diplomacy, consensus building, caucusing, and committees operate.

Please note, however, that this does not mean delegates have a "license" to act out of character. All delegates are responsible for the quality of their role-playing and are expected to be adequately prepared in order to properly play the role of a delegate of the Member State that they represent. Failure to do so is disruptive to the conference and adversely affects the quality of the simulation. The Secretariat reserves the right to take whatever action it deems necessary to preserve the quality of delegate role-playing.

The United Nations is evolving and so should the role-playing of our delegations. Gone are the days of pariah nations walking out of the General Assembly as well as the days of destructive individualism and rigidity. Caucusing, alliance building, and consensus are built on relationships, trust, and common goals. "No country is an island," and so too **no delegate should stand-alone or take actions disrespectful of other delegations, delegates, or staff members.**

Grading

It is the position of MMUN Staff that the grading of a student based on "quantitative" participation at the conference is contradictory to the stated principles embodied by MMUN. Since caucusing and consensus building are the foundations of the MMUN simulation, grading based on an individual's quantitative participation is highly suspect and is contradictory to the principles embodied at MMUN.

If grading a delegate is necessary, please conclude such assessments *before* the conference begins. Please, evaluate students prior to the conference allowing them to participate unhindered. However, if after all of the compelling arguments to not evaluate students at the conference, Faculty Advisors still feel the need to grade based on delegate performance, MMUN would recommend the following alternatives to quantitative evaluation: students should be asked to submit a paper before the conference, detailing their positions, preparation, and goals for the conference and graded on how well they achieved those goals. Additionally, evaluations of conference participation should be conducted using the following criteria: cooperation with other delegations in caucusing and consensus building, participation in writing resolutions and substantive speeches given to the body. By following these guidelines, delegates will be unlikely to compromise their respective Member State's positions to meet the requirements of a quantitative grade.

Delegation Size

The MMUN strongly encourages that each delegation have one delegate per committee. Under no circumstances will a delegation be issued more than two badges per committee. Schools are required to fill each delegation. It is essential that each country delegation be represented on each of their committees. **Only one student may represent a country on the Security Council, Historical Security Council, and the Peacebuilding**

Commission; there are no partners allowed in these committees. The Secretariat strongly encourages that surplus delegates be used to represent new delegations, rather than pairing up students on committees.

A delegation might be composed as follows:

<u>Committee</u>	<u># of Delegates</u>
General Assembly	4 (1 delegate in each of the 4 main committees)

If represented, the delegation would also include the following:

ECOSOC Plenary	1
CPD	1
UNRWA	1
Security Council/HSC/CTC *	1
Human Rights Council	1

*Countries on either Security Council, the Human Rights Council, and the Counter-Terrorism Committee may not be represented by partners. Only 1 delegate per country may be assigned to these committees.

Delegations are required to designate a participant to serve as Head Delegate. *Head delegates, as all other delegates, must have a specified committee assignment. There are no floating Head Delegates* as they often times will disrupt the dynamics of existing delegate relationships and undermine consensus building. A matrix with the committee assignments of each delegation is available on the MMUN Web site, at http://www.mmun.org/country_list.php

Head Delegate

Each delegation should designate one person to act as the Head Delegate. This person will be responsible for the overall operation of the delegation. Most importantly, the Head Delegate will be the primary contact of the delegation with the Secretariat.

The Head Delegate's responsibilities begin long before the MMUN conference. The Head Delegate should work with the Faculty Advisor to recruit, prepare, and organize the delegation. The Head Delegate is responsible for corresponding with the Secretariat. It is the duty of the Head Delegate to ensure that all deadlines for submitting materials and all arrangements for fees, transportation and lodging are accomplished well in advance of the conference. This requires organization, coordination, and attention to detail.

Detailed information will be provided on our Web site or sent to the Head Delegate from the Secretariat regarding deadlines for position papers, hotel reservations, participant lists, etc. The information provided to the Head Delegate must be shared promptly with the delegation and Faculty Advisor. Delays in meeting deadlines or responding to requests from the Secretariat can have serious consequences for the delegation's ability to fully participate in MMUN.

The Head Delegate in conjunction with the Faculty Advisor should prepare the delegation for the simulation. Note the suggestions outlined in the Topic Digest for delegate preparation. Be sure to review the agenda topics and the Rules of Procedure. It is important that everyone in the delegation participate in the research and preparation for the conference. Once individuals or small groups within the delegation have researched specific topics, the entire delegation should meet and discuss the topics. Group meetings must be organized by the Head Delegate to review the Rules of Procedure, delegation strategy, and logistical details.

Three of the most important aspects of the Head Delegate's job involve: assisting delegates in their pre-conference research and developing their resolution writing skills, attending Head Delegate meetings at the conference, and responsibility for the conduct of the delegation. The Secretariat expects the Head Delegate to review all submissions presented on behalf of the delegation for compliance with standards, accuracy, and timeliness. Important information will be relayed at Head Delegate meetings that will need to be communicated to the

delegation. These meetings may also provide for further opportunities for multi-lateral negotiation. Finally, the Head Delegate is responsible for the delegation's adherence to the standard of conduct outlined above. The Secretariat will hold the Head Delegate personally responsible to the appropriate authorities for any infraction or abuse of the standards of conduct.

The Head Delegate, in addition to the above duties, is required to serve on a committee or council. ***There are no floating Head Delegates!***

Faculty Advisor

The MMUN simulation is for students, but the Faculty Advisor plays a very important role. The Faculty Advisor helps students experience the educational benefits of the MMUN simulation in five major ways. The Faculty Advisor assists students in the areas of recruitment, preparation, promotion, institutional support, and guidance.

One of the most important contributions of the Faculty Advisor is in recruiting a core group of students who will commit themselves to the success of a model UN delegation. These students should be responsible, articulate, and dedicated. Their competence could help attract other students and garner support from school administrators. These core students may serve as Head Delegates, organizers, and as valuable resources once they have established their expertise.

One successful method of establishing ongoing support for model UN programs at many schools is by organizing a model UN club. These student run organizations can appeal to students across disciplinary boundaries. This type of organization also often qualifies the club for funding based on student activity fees or similar institutional funds and support. The club can serve as the basis for student recruitment, organization, and fund-raising. Keep in mind that the cost of participating in MMUN involves the delegation fee, lodging, transportation, meals, and other miscellaneous expenses.

The means for funding a delegation depends a great deal on the sponsoring institution and the students involved. The Faculty Advisor can advise the delegation on the institutional guidelines for raising funds and recommend institutional sources of support. Groups have received partial or complete funding in a variety of ways, including:

- club dues
- club fund-raising projects
- funding allocations from student government
- money allocated from activity fees
- inclusion in the academic budget
- departmental funding
- funds from discretionary funds of deans
- department chairs, etc.
- gifts from local chapters of the United Nations Association, gifts from local civic groups such as the World Affairs Council, Rotary Club, Kiwanis, Elks, Lions, Chamber of Commerce, local media, and local businesses.

Position Papers (*Due February 4th, 2008*)

Once a delegation has thoroughly researched the agenda topics and major international issues that are of concern to their Member State, it should begin outlining its policies by preparing a series of position papers. These papers are available at the Dias for consultation. Although not a requirement for participation at MMUN, **delegations are highly encouraged to submit their position papers**, as these assist the Chairs in identifying and evaluating the preparation level of delegations.

Position Paper Guidelines:

1. Position papers must contain: Country, School, Committee, Topics
Sample formatting for position papers:

United States of America	School Name
<i>General Assembly Third Committee</i>	
Text	<u>Topic A: Implementation of International Human Rights Instruments</u>
Text	<u>Topic B: Refugees and Internally Displaced Persons</u>

2. One page single-spaced per Committee
3. Papers should focus on your country's position on each topic and the outcome(s) it seeks from negotiations.

Delegates on the Security Council or Historical Security Council are required to turn in position papers by Friday, February 4th, 2007. Delegates who have not submitted a position paper by the deadline will not be eligible for awards in those Committees.

All delegation's position papers must be received by February 4th, 2008. Position papers must be e-mailed to the USGO, at usgo48@mmun.org. Delegates should Carbon Copy themselves when sending the e-mails, as a confirmation that the papers have been sent by the due date. If delegations prefer to send hardcopies of the Position Papers, these can be mailed to Midwest Model United Nations, P.O. Box 775128, St. Louis, MO 63177. **If sent via regular mail, position papers must be postmarked Wednesday, February 14th, 2007**, so that they may arrive in time for the Conference.

Resolutions

Most decisions of the United Nations are expressed in the form of consensus resolutions. Resolutions are submitted in draft form under the sponsorship of several delegations (see Rule 4.1). Each delegation should assume the responsibility for negotiating the content of resolutions with other delegates, involving as many nations as possible, in reaching consensus on the wording on the resolution.

In order to move a draft resolution from the floor in committee, a resolution must:

1. Be written in the proper resolution format (See Sample Resolution in Appendix B)
2. Be germane to the topic area
3. Have substantial support from the body and proof of that support (for example, multiple sponsors or signatories equal to at least 25 % of delegations present)
4. Be submitted to the Dais for format and content review and an identification number.

Resolutions will be reviewed for clarity, possible Charter conflicts, scope, breadth, and extent of sponsorship. Resolutions sponsored by single delegations or those lacking broad support may not be accepted. The Dais will then accept and sign off on the resolution allowing for it to be copied and distributed.

All draft resolutions should deal with topics that are specifically designated as agenda topics of the current conference. The purpose of the agenda is to limit the number of topics to a manageable number. Draft resolutions which deviate from the agenda provided are not acceptable.

All draft resolutions are the property of the group of sponsoring delegations until the body votes on their passage. At that time the resolution becomes the property of the body. The Chair will be instructed to note the *sponsors* of the resolution at the time of *passage*. Those sponsors, at the discretion of the Chair, will be allowed presentation rights at the General Assembly if the resolution is moved to the floor (Please see Presentation Rights).

Resolution Guide

Draft resolutions follow a specific ordered pattern. **The heading of the resolution indicates the agenda topic, the committee or council to which it is submitted, and the sponsoring delegations.** The text of the resolution consists of the preambulatory and operative clauses.

Preambulatory and Operative Clauses

Preambulatory clauses describe the recent history of the situation and the issue as it currently exists, additionally referencing past U.N. actions when they apply. Operative clauses describe those actions to be taken on the issue; delegates should make sure that resolutions do not merely duplicate earlier U.N. actions.

When preparing resolutions, it is important to avoid overtly political or condemnatory remarks that may alienate members of the body; such language often impedes the building of a consensus on the issue. Additionally, resolutions should be written from an international perspective, thus including as many countries' points of view as possible. Resolutions should also avoid creating new U.N. bodies or organizations; should it become necessary, they may address such actions to an existing U.N. body unless no other body is appropriate.

A list of suggested opening phrases for preambulatory and operative clauses can be found in Appendix A of this Handbook.

Proper Resolution Format

- a two inch top margin and a one inch margin around the sides and bottom
- single spacing throughout the resolution with double spaces between clauses
- all opening phrases in capital letters
- all lines numbered
- preambulatory clauses concluded with commas and operative clauses concluded with semicolons
- each operative clause numbered and indented
- a period at the conclusion of the final operative clause
- For a sample of proper format for a resolution please see Appendix D.

Role of Sponsors of a Resolution

So as to not limit the consensus and coalition building process after a resolution is moved to the floor, it is important to spell out the new responsibilities of resolution sponsors. A coalition that has moved a resolution to the floor has the primary responsibility of consensus building in that body. Sponsors may make any changes they so choose in their resolution any time prior to closure of debate on the resolution. For this process to work, sponsors need to work with the rest of the delegates to expand their base to assure the resolution represents the viewpoints of as many nations as possible and has the support of those nations. Sponsors are encouraged to discuss amendments with the sponsors of particular amendments in advance to work out wording to friendly amendments.

It is the responsibility of sponsoring delegations to attempt to achieve unanimous support, or as close to unanimous support as possible. At the United Nations, few resolutions pass by narrow margins. The purpose of the negotiations in caucusing is to secure the greatest support (or consensus) possible for the resolution.

Presentation Rights of Resolutions

Resolutions will only come to the floor after extensive and substantive negotiations. The aforementioned resolutions should have wide spread support and multiple sponsors before being submitted to the Committee. The Chair or President of each body, except the Security Council may grant to multiple sponsor resolutions “Presentation Rights” not to exceed ten minutes. These rights are designed, first, to promote consensus and coalition building, and second, to guarantee that all members of a given body have access to the sponsors. Designated sponsors will be asked to address the committee, give a brief opening statement, and answer any questions about the content and purpose of the resolution and the specific measures contained within. Advocacy for resolutions or of national viewpoints will not be allowed at this time. Presentation Rights are not for the advocacy of the resolution, but to facilitate the flow of information, from the sponsors to the committee.

Examples of using this time wisely would be: asking questions about facts, dates, and figures, and asking the sponsors how they would react to an amendment. Additionally, sponsors should incorporate suggestions made during this time to their resolution. These suggestions should be brought back to the body during formal session in the form of friendly amendments, amendments or new resolutions.

Amendments (Please see Rule 4.4)

Amendments are substantive changes to a resolution that has been accepted by the Dais and moved to the floor. Sponsors of an amendment to a resolution are encouraged to discuss their amendment, in advance, with the sponsors of that resolution, to negotiate such changes. If delegates come to an agreement with the sponsors of a resolution, the sponsors of that resolution can announce the changes to the body as ‘friendly amendments’. Additionally, the Chair or President shall require that all announcements of friendly amendments go through the Dais for secretarial reasons.

Normally in the United Nations, amendments are not introduced from the floor. Changes in wording and content come from negotiations in caucus. Changes resulting from caucusing are based on broad support and are incorporated into the resolution as friendly amendments. As well as allowing friendly amendments, other aspects of the amendment process have been codified in the rules so as to be uniform in every body.

Rules of Procedure

I. General Provisions

1.1 Precedence.

These rules shall govern the procedure for the transaction of business in all bodies of the Midwest Model United Nations (MMUN) unless otherwise provided herein. Legality of proposals will be determined by the Secretariat in accordance with the Charter of the United Nations, unless otherwise provided. These rules take precedence over any other rules.

1.2 Changes.

The Secretariat will be the final authority on the interpretation of these rules. The Secretariat has the power and authority to amend or change these rules at any time. Changes will be made when necessary to facilitate the

business of MMUN, to accommodate extraordinary concerns, or to otherwise improve the conduct of business. Changes may be announced to delegates at any time. The order of precedence of rules shall be (a) MMUN Rules of Procedure and Short Form, (b) rulings of the Secretariat, (c) the Rules Committee, and then (d) The Charter of the United Nations.

1.3 Suspension.

These rules may not be suspended under any circumstances unless specifically provided herein or unless approved in advance by the Secretariat.

1.4 Conduct.

Delegates are expected to adhere to the applicable standards of conduct and are required to treat fellow delegates with the highest respect and diplomatic courtesy at all times. Anyone failing to abide by these standards or who otherwise attempts to disrupt the proceedings, shall be subject to disciplinary sanctions, including expulsion by the Secretariat.

II. Officers

2.1 Steering Committee.

The MMUN Steering Committee shall consist of the Secretary-General, the Under-Secretary General - Administration, and the Under-Secretary General - Operations.

2.2 Secretariat.

The Secretariat shall consist of the Steering Committee plus all other staff members appointed by the Steering Committee, including but not limited to the Presidents of the General Assembly, the Economic and Social Council, the Security Council, and committee Chairs and support staff.

2.3 Committee Appointments.

The Steering Committee shall appoint the Chair, Legal, Rapporteur and subsidiary officers for each MMUN Committee.

2.4 Secretary-General.

The Secretary-General, or his/her designate, may make oral or written statements to any assembly at any time.

2.5 Chair.

In addition to exercising such authority conferred upon the Chair elsewhere in these rules, the Chair shall declare the opening and closing of each session of each committee, direct its discussions, ensure observance of the rules, accord the right to speak, put questions to a vote, and announce decisions of the group. The Chair shall rule on points of order and, subject to these rules, shall have complete control of the proceedings of the body and the maintenance of order at its meetings. The Chair may in the course of discussion propose limitation of time accorded to speakers, and the closure of debate. The Chair may propose the suspension or adjournment of a meeting or closure of debate on the topic under discussion. The Chair shall not be accorded a vote. The Chair shall present adopted resolutions to main MMUN bodies, where applicable. The Chair shall designate another officer to act in his/her absence if necessary. The Chair, and all who exercise these or similar duties, is under the direction of the Secretariat.

III. Members

3.1 Assignments.

All Member States shall be represented in the General Assembly and its committees. Members of the Security Council, Economic & Social Council, and any other MMUN deliberative bodies shall be designated by the Steering Committee.

3.2 Delegates.

The maximum delegation size shall be limited to one delegate per Council or Committee where the Member State is represented unless otherwise provided by the Secretariat. In GA Committees, ECOSOC, ECOSOC sub-committees, and Special Plenary up to two delegates may be seated in the committee area at any time. In all committees, each represented delegation will have one vote. In the Security Councils only one delegate may be seated per country in the committee at one time. All delegates must wear their identification badges at all times.

3.3 Quorum.

One-third of the members of a body shall constitute a quorum. The presence of a majority of the members of the body, however, is required for a substantive question to be put to a vote. It is the responsibility of the Chair to ensure that a quorum is present at all times. Any delegate who doubts the presence of a quorum or a majority may ask the Chair for a ruling. The Chair shall then determine, by appropriate means, whether the required number is present. The number of delegates for a quorum or majority shall be based upon the number of delegations in attendance at MMUN based on the first session.

3.4 Observer Status.

Those delegations recognized as having Observer Status at MMUN by the Steering Committee shall be accorded the following rights: (a) to be recognized to speak on all substantive matters pending in committee or plenary session; (b) to be recognized to speak on all procedural matters; (c) to make any and all motions, and to second any motion requiring a second except (i) table, (ii) closure of debate, (iii) adjourn, or (iv) decision of competence.

3.5 Non-Member Participation.

Any member of the United Nations which is not a member of a council, may at the invitation of the council, participate in its deliberations on any matter which the council considers of particular concern to that member. Any non-member thus invited shall have no right to vote, make motions, or seconds, but may submit proposals, which may be put to a vote by request of any member of the council.

IV. Substantive Proposals

4.0 Discussion.

Discussion will begin in committee with general opening statements. The body or Chair may choose to limit the time for these statements. At any time after the calling to order of the meeting a motion will be in order to move a topic to the floor. Once a topic is moved, seconded, and passed by a majority of the body as the topic before the body, it will be the only topic before the body until a motion to close the topic is passed (see 4.5). Once a topic area is closed it cannot be reopened until the body completes substantive action on the other topic areas.

Discussion on a topic should begin with delegations addressing the topic in general terms. The aim is to find the greatest possible support for ideas and draft resolution clauses. Delegates should secure support for working papers at this time. There will be no resolutions accepted by the Dais at this time. Delegates should utilize caucusing to gain the broadest possible support for their draft resolutions. It should be obvious to the Dais when a resolution that is ready to be moved to the floor has substantial support from the body. Only at this time will the Dais be instructed to begin to accept resolutions to be moved to the floor.

4.1 Resolutions.

Pre-written resolutions (written before the conference) are not acceptable at MMUN. The order of appearance of resolutions before the assembly is determined by the order in which they are moved from the floor. The group of delegations sponsoring or which first proposes a draft resolution shall be entitled to be recognized first for Presentation Rights (see 4.3). To qualify for consideration resolutions must (a) be in proper form, (b) have substantial support from the body and proof of that support, which is 25% of all delegations declared 'present' during the first roll call, (c) be signed and numbered by the Dais, and (d) be germane to the topic. Sponsoring delegations of a resolution have the power to change their resolution at any time prior to a motion to close debate on the topic area. All sponsoring delegations must agree on all changes. The body may consider more than one resolution at a time. Chairs will not accept single sponsor resolutions.

4.2 Reporting of Resolutions.

The Chair of each subsidiary body shall report on resolutions passed by the body and the status of Agenda Topics to the appropriate primary body for its consideration. If a group fails to approve a resolution on an agenda item, it shall submit a Declaration of No Report on that agenda item and submit the agenda item to the appropriate body.

4.3 Presentation Rights.

The Chair of each Committee, at his/her discretion, will grant to multiple-sponsor resolutions "Presentation Rights" not to exceed ten minutes to allow sponsors of a resolution to come to the microphone together, provide brief opening remarks, and answer any questions.

Delegates will be instructed by the chair as to the rules relating to content of Presentation Rights speeches. The Chair reserves the right to limit the remarks of sponsors during Presentation Rights speeches if the content of their remarks is not within the approved limits. This Decision may not be appealed. These rights are designed, first, to promote consensus and coalition building and second, to guarantee that all members of a given body have access to the sponsors. All sponsors will be asked to come to the microphone together, give a brief opening statement, and answer any questions (the Chair will call on delegations wishing to ask questions) about the content and purpose of the resolution and specific measures contained within the resolution. The point of this time is not to advocate for the resolution, but to answer questions and to facilitate the flow of information.

4.4 Amendments.

Amendments may be made to operative and preambulatory clauses of resolutions. Amendments to resolutions may consist of adding words, inserting words, striking words, replacing words, or substituting another section. Before an amendment may be proposed, the sponsor must submit 2 copies of the amendment in writing, signed, and with at least five seconding delegations, to the Legal or Rapporteur for review and an identification label. Obvious typographical, punctuation, or format errors will be brought to the assembly's attention and corrected without any vote required. **There are no secondary amendments.**

To bring an amendment to the floor, the sponsor, when recognized by the Chair, will introduce the amendment and no vote shall be required at that time. Once an amendment has been brought to the floor, it is the responsibility of the sponsors of that amendment to develop support for this amendment. The amendment can be accepted by the resolution's sponsors as a "Friendly Amendment" at any time and be announced as such by any one of the resolution sponsors. All of the resolution sponsors must agree. The Dais will be instructed to poll all resolution sponsors if it isn't made clear to the Dais that the amendment has the support of the entire group of resolution sponsors.

In the case of **Friendly Amendments**, all of the sponsors of the resolution must agree the amendment is to be considered "Friendly." The Decision if an amendment is to be considered "Friendly" is the sole right and responsibility of the sponsoring delegations of the resolution. If the amendment is not "Friendly" it will be voted on in the order in which it was moved to the floor immediately prior to the final vote on the resolution the amendment proposes to change. Sponsors of amendments are encouraged to discuss their amendment, in advance, with the sponsors of the resolution, to work out the wording on a possible friendly amendment. If delegates come to an agreement with the sponsors of a resolution, the sponsors of the resolution can announce the changes to the body as friendly amendments. Additionally, if the Chair or President so chooses, all announcements of Friendly Amendments may be required to go through the Dais for secretarial reasons. Either way, delegates need to utilize this tool to facilitate consensus. As well as allowing friendly amendments, other aspects of the amendment process have been codified in the rules so as to be uniform in every body.

In the United Nations, amendments are generally not introduced from the floor. Changes in wording and content come from negotiations in caucus. **Unfriendly amendments should be used as a last resort.** The focus of all delegates should be on the caucusing process. If the body working on the resolution approached does not accept the changes discussed in caucus, then it is up to that delegate proposing the changes to find other support from other delegations in writing other resolutions and gaining the necessary support. Changes

resulting from caucusing are based on broad support and should be incorporated into a resolution as Friendly Amendments.

4.5 Closure of Debate of a Topic Area.

A motion to close debate on a topic area closes debate on all substantive measures before the body at that time. A motion to close debate on a topic area requires a second and a simple majority to pass. It is debatable.

4.6 Voting Procedure on Substantive Proposals.

Resolutions will be voted on in the order they were approved by the Dais. All written, proposed, amendments not accepted as Friendly will be voted on in the order in which they were approved by the Dais immediately prior to the vote on the applicable resolution.

V. Debate

5.1 Speeches.

The Chair shall call upon speakers in the order in which they signify their desire to speak. No delegate may address the body without prior permission from the Chair. If the body chooses to establish a speakers' list, it may, by a simple majority (see rule 6.4). The Chair may call a speaker to order if the remarks made are not relevant to the subject under discussion, or if the speaker has spoken longer than the allotted time. Diplomatic courtesy shall be respected at all times.

5.2 Interruption.

The speaker may be interrupted only when: (a) an appeal is made of the decision of the Chair, if made immediately after the decision and before debate has progressed, or (b) a point of order is raised requiring an immediate ruling.

5.3 Limits.

The Chair has absolute discretion to limit the time and number of speeches allowed for procedural debate. The committee may, on proper motion, vote to limit or extend debate on substantive matters; such a motion may not interrupt the speaker, requires a second, and may be debated.

5.4 Yielding.

During substantive debate, if no time limits apply, a speaker may yield to only one other speaker. A speaker who yields to questions, at the conclusion of his/her remarks, may not yield the floor to another speaker but still may make a motion. If there are limits on a speaker's time, then the speaker may yield the balance of speaking time to another delegate as time allows. A speaker who has been yielded to may yield to questions, make a motion, or both, but may not yield to another speaker. Once a motion has been made the speaker yields the floor. The time that questions consume counts as part of the speaker's allotted time.

5.5 Rights of Reply.

During debate, the Chair may accord the right of reply to a delegate if a speech by another delegate contains unusual or extraordinary language clearly insulting to personal or national dignity. The decision of whether to grant a right of reply is within the sole discretion of the Chair. The decision is not appealable. Requests for a right of reply shall be made in writing to the Chair. The Chair will read the reply if it is deemed appropriate. There shall be no reply to a reply.

VI. Motions in Order of Priority

6.1 Adjourn.

A motion to adjourn ends the session of the assembly until the next conference. This motion is only in order when the business of the body is complete and the Chair will not recognize the motion if the body still has business to consider. If the Chair rules the motion out of order, the decision may not be appealed. This motion may not interrupt the speaker, requires a second, and is not debatable.

6.2 Recess.

The motion to recess suspends the meeting for the purpose of caucusing until a time specified in the motion or for a designated length of time. After the caucus the body resumes formal proceedings from the point at which the motion was made. This motion may not interrupt the speaker, requires a second, and is not debatable. A motion to recess is in order any time prior to the beginning of the actual vote on closure of debate on a topic area.

6.3 Consideration of a Topic Area.

At the start of deliberations and following the substantive voting after Closure of Debate on a Topic Area has passed (see 6.3), the committee is in open substantive discussion. A motion to consider a specific Topic Area must pass in order to prioritize the committee's Agenda for discussion. Resolutions may not be brought to the floor until the appropriate Topic Area is in consideration. This motion may not interrupt the speaker, requires a second, and is debatable.

6.4 Establishment of a Speakers' List.

If the body so chooses, it may establish a speakers' list for substantive discussion. This motion requires a second and is debatable. If the body chooses a speakers' list as its means of choosing speakers, after the initial establishment of a list by placard, a delegation may place itself on the speakers' list at any time by sending a note to the Dais. A delegation may have its name placed on the list once at a time. No delegation may be on the same list twice. The speakers' list will only be for substantive discussion. The Dais will still recognize procedural matters and points raised from the floor. Should the body wish to discontinue use of an established speakers' list, **this motion may be used to cancel the list**. Should the end of a speakers' list be reached, the Chair will request that delegations wishing to speak place themselves on the list; should no delegations desire to speak, the body will move into immediate Closure of Debate on the Topic Area. This motion may not interrupt a speaker, requires a second, and is debatable.

6.5 Closure of Debate of a Topic Area.

A motion to close debate on a topic area closes debate on all substantive measures before the body at that time. A motion to close debate on a topic area requires a second and a simple majority to pass. It is debatable.

6.6 Move a Resolution to the Floor.

Used to bring an approved, numbered, copied resolution to the floor, this motion may not interrupt a speaker and is not debatable. No second is required.

6.7 Limits.

The Chair has absolute discretion to limit the time allowed for procedural speeches. On substantive matters, the body may, if it so chooses, limit or extend debate. Such a motion may not interrupt the speaker, requires a second, and may be debated.

6.8 Division of the Question.

A motion to divide the question must be made in writing at any time prior to actually voting on the amendment¹ or resolution to be divided, and before Closure of Debate (see 6.5) has been passed. A question can be divided only if its contents are capable of logical and intelligible separation into independent parts (the clauses being divided out must make sense by themselves). Division of a resolution is meant to highlight those clauses divided out. The motion must clearly state the division proposed and all divisions must be submitted using the standard form available. If the division cannot separate the question into independent parts or would require rewriting the question, the motion to divide is out of order. If the written motion to divide out is accepted by the chair prior to voting procedure, the motion to divide will then be accepted once moving into voting procedure. The motion to divide may not interrupt the speaker, requires a second, and is debatable.

The vote on division will then take place in two separate votes. The first vote will be a procedural vote and be done immediately following the motion to divide. In the debate on division, delegates may only speak to the procedure of the division; they may not speak to the substance of the clauses. If the procedural vote fails, the

¹ This only applies to Unfriendly Amendments to the Resolution.

body will continue on in voting procedure with the resolution remaining intact. If the motion to divide passes, a substantial vote will take place on the divided questions before a vote on the remaining resolution will take place. If the substantive vote passes, the divided clauses will become an annex to the original draft resolution. In the event that there is more than one motion to divide on the same resolution, the body will vote on the motion that is most radical to the least, at the discretion of the chair.

6.9 Adoption by Consensus.

This motion is only in order after the passage of closure of debate on the topic and is used solely to adopt a substantive proposal without objection from a member present and voting. Once the motion to adopt by consensus is made and seconded, the Chair will then ask if there are any voting delegations that object to acceptance by consensus. If there are no objections, the proposal is approved without a vote. If any delegation objects to consensus, the motion fails, and a substantive vote will be conducted. All amendments to a resolution before the body at the time of passage of closure of debate on the topic will be put to a vote prior to the chair asking the question of consensus to the body.

6.10 Decision of Competence.

A motion for a decision of competence shall be decided before a vote is taken on the proposal in question. If a body decides it is not competent to discuss or vote on an amendment or resolution, the effect is the same as to table. The Secretariat has determined that each committee is competent to discuss the agenda topics before it; therefore, this motion may affect only resolutions and amendments. This motion may not interrupt the speaker, requires a second, and is debatable.

6.11 Table.

The motion to table a specific proposal or topic area must be seconded and is debatable. If adopted the motion has the effect of removing the current proposal (and related motions) from consideration indefinitely. The body then moves on to the next order of business. If the motion fails, the body continues its consideration of the question. In order to bring an item from the table a motion to reconsider must be offered.

6.12 Reconsideration.

When a proposal has been accepted, defeated or tabled it may be reconsidered if the motion to reconsider is accepted by a two-thirds vote. A member who voted on the original prevailing side must make the motion. Therefore, only items that have been voted on by a roll call vote may be reconsidered. Any delegation may second the motion. The motion to reconsider is debatable.

6.13 Appeal the Decision of the Chair.

A ruling of the Chair is appeal able unless otherwise specified in these rules (such as where the Chair is given absolute or sole discretion on a matter). Appeals must be made immediately following the decision. A motion to appeal may interrupt the speaker and it requires a second. When an appeal is proposed and seconded, the Chair must state the decision appealed and may state the reasons for the ruling. This motion is debatable. When debate is concluded, the Chair shall pose the question, "Shall the decision of the Chair be sustained?" A "yes" vote supports the Chair's decision and a "no" vote objects to the decision. In the event of a tie, the decision shall be sustained. An answer to a parliamentary inquiry is not a decision and cannot be appealed. The chair shall have complete control of the proceedings of the body.

6.14 Dilatory Motions.

Motions that are obstructive to the progress of the meeting, are without merit, or which duplicate a recently failed motion are out of order and will not be considered. The Chair may rule a motion to be dilatory either in response to a point of order or on its own initiative. A dilatory ruling by the Chair may not be appealed.

6.15 Withdrawal.

A motion may be withdrawn by its sponsor at any time before voting on it has begun, provided that the motion has not been amended. A withdrawn motion may be reintroduced by any other delegation.

VII. Points - In Order of Priority

7.1 Point of Order.

A point of order may be raised by a delegate whenever it is believed that the proceedings are not being conducted according to the rules. Such a point must be raised while the subject or concern is pending. A point of order may interrupt the speaker, it does not require a second, is not debatable, and requires a ruling of the Chair. Only one point of order may be considered at a time; i.e., it is not in order to raise another point while one is pending. A delegate rising on a point of order may not speak on the substance of any matter under consideration.

7.2 Point of Privilege.

Points of privilege must relate either to the body ("I rise to a point of privilege affecting the assembly" such as the organization, conduct or the group's comfort with ventilation, lighting, noise, etc.) or personal concern ("I rise to a point of personal privilege" which relates to the member's individual comfort or rights). A point of privilege may not interrupt the speaker. This point does not require a second, is not debatable, and requires a ruling of the Chair.

7.3 Point of Parliamentary Inquiry.

A point of parliamentary inquiry is directed to the Chair for information or guidance on procedure. This point may not interrupt the speaker. It is a question and does not require seconding or allow for debate. Replies by the Chair are not appealable.

7.4 Point of Information.

A point of information is used for a delegation to ask a question of the speaking delegation. It may not interrupt the speaker without the speaker's consent. A delegate wishing to ask a question of a speaker during debate should rise to a point of information. Once recognized the delegate should ask the Chair if the speaker will yield to a question. If the speaker is willing to be interrupted, the time consumed is taken from the speaker's time allotment. Although the Chair normally does not interject, the delegate addresses the question to the Chair and the speaker replies to the Chair. The speaker may state at the outset of his/her remarks whether he/she will yield to questions either during his/her remarks or at the conclusion of his/her remarks.

VIII. Voting

8.1 Voting Rights.

Each member delegation shall have one vote in each assembly in which it is represented. No delegate may cast a vote on behalf of another country.

8.2 Vote Required.

Unless otherwise specified in these rules, decisions shall be adopted by a majority vote of the nations present and voting during voting procedure. "Present and voting" refers to the members casting "yes" or "no" votes (this has nothing to do with how delegations indicate their presence during roll call). Members who cast a final vote of "abstain" are not voting. If a vote is equally divided between those in favor and those against, the motion fails.

8.3 Method of Voting.

All votes on procedural motions, amendments and resolutions will be conducted by a show of raised placards unless a request is made for a roll call vote and is granted by the Chair. The decision to grant or deny a request for a roll call vote is not appealable. During a roll call vote no member may enter or leave the assembly hall. The roll shall be called in English in alphabetical order beginning with a member selected at random by the Secretary. Delegates shall reply "yes," "no," "abstain," or "pass." A member may pass once during the roll call; a second pass will be recorded as an abstention. At the end of the roll call, the Secretary shall ask if any

delegation wishes to change its vote; following changes, the Chair shall recognize delegations wishing rights of explanation. Then the Chair shall announce the vote.

8.4 Rights of Explanation.

Rights of explanation are permitted on roll call votes, but the time allowed shall be strictly limited by the Chair. Rights of explanation are to be used only to explain a vote when it may appear to be out of character; it is out of order to discuss policy matters or anything other than to explain a possible anomalous vote. Those abstaining may be accorded rights of explanation. A member delegation may not change its vote from "yes" to "yes with rights of explanation" or from "no" to "no with rights of explanation." When the roll call is complete, the Chair shall recognize those members with rights of explanation.

8.5 Conduct During Voting.

Immediately prior to a vote, the Chair shall describe to the body the proposal to be voted on and the consequence of a yes or no vote. Voting shall begin on the Chair's declaration and shall end when the results of the vote are announced. Once voting has begun, on any matter, no delegate shall interrupt the voting except on a point of order. Delegates must remain seated and refrain from talking during a vote.

IX. Supplemental Rules

9.0 Supplemental Rules.

The rules in articles X, XI, and XII will be supplemental to the rules above and only apply to the body referenced. On matters where supplemental rules directly conflict with the rules above, the supplemental rules shall govern unless the Secretariat directs otherwise. If the supplemental rules are silent on a matter or if there is a gap, the rules above apply.

X. General Assembly Plenary Rules

10.0 General Assembly Plenary.

The following rules will govern the plenary session of the General Assembly and supplement the rules above. They do not apply to General Assembly committee sessions. All rules not addressed below are to be considered the same as in committee sessions.

10.1 The President of the General Assembly and the Rules.

The President of the General Assembly, in cooperation with the Secretary-General, has the power and authority to amend or change these rules at any time to facilitate the business of MMUN, to accommodate extraordinary concerns, or to otherwise improve the conduct of business. Changes may be announced to delegates at any time. The order of precedence of rules shall be (a) MMUN Rules of Procedure and Short Form, (b) rulings of the Secretariat, (c) the Rules Committee, and then (d) The Charter of the United Nations.

10.2 Precedence of Officers.

The Chair or a member of the Dais Staff of a committee may be accorded precedence for the purpose of explaining the conclusion arrived at by a committee to the Secretariat and/or the General Assembly.

10.3 Order of Consideration of Resolutions.

The agenda of the General Assembly shall be set as to allow consideration of one resolution, from each committee before a second item from any one committee is considered. Upon passage of a resolution by the appropriate GA committee the resolution will be placed in the General Assembly packet and go to the General Assembly for final consideration. A preliminary agenda for the General Assembly will be distributed by the Secretariat to each delegation. Agenda items will be considered in the order in which they appear on the agenda unless that order is altered under proper motion; however, one resolution from each committee must be considered before turning to a second or subsequent resolution from any one committee. New resolutions may be proposed in General Assembly, but they must have the support of at least 35% of members present at the beginning of the GA session. New resolutions may be introduced only when the body has moved to the appropriate topic area.

10.4 Amendments.

Amendments in the General Assembly must be sponsored and seconded by at least twenty delegations. Only amendments with twenty signatures, approved by the Chair or Legal Counsel, assigned an identification number by the GA Secretary, and properly moved from the floor will be considered and voted on. The President of the General Assembly may establish a deadline for the submission of formal amendments to General Assembly Resolutions.

10.5 Important Questions.

This motion may not interrupt the speaker; it must be seconded, and is debatable. The motion requires a majority vote. If the motion is accepted the question is designated an important question, which would then require a two-thirds vote of all members (yes, no, and abstentions) for adoption. As stated in the Charter of the United Nations important questions include: (a) recommendations with respect to maintenance of international peace and security (only when the Security Council fails to act); (b) admission of new members to the UN; (c) suspension of rights and privileges of membership; (d) expulsion of member states; (e) questions in relationship to the trusteeship system; and (f) budgetary questions of the United Nations.

10.6 Security Council Priority.

The General Assembly may discuss but may not vote on matters concerning the maintenance of international peace and security under the jurisdiction of the Security Council until the council has come to a vote on the issue. A suspension of discussion or action of more than six hours by the council will be considered its final action on a particular issue, allowing the General Assembly to come to a vote. While the Security Council is exercising the functions assigned to it in the Charter with respect to any dispute or situation, the General Assembly shall not make any recommendations with regard to the dispute or situation, unless the Security Council so requests. The Secretary-General shall notify the General Assembly at each session of any matters relative to the maintenance of international peace and security that are being dealt with by the council, and also shall notify the assembly and its committees immediately after the council has ceased to deal with such a topic.

10.7 Applications for Admission of New Member States.

Any States, which desire to become Member State of the United Nations shall submit an application to the Secretary-General. Applications shall contain a declaration, made in a formal instrument, that the State in question accepts the obligations contained in the UN Charter. The Secretary-General shall inform the Security Council and the General Assembly of the application.

10.8 Consideration of Applications for Admission.

If the Security Council recommends the application of a State for membership, the General Assembly shall consider whether the applicant is a peace-loving state and is able and willing to carry out the obligations contained in the UN Charter. The application for membership must be moved from the floor of the General Assembly in the form of a resolution. It is automatically an important question. If the Security Council does not recommend the applicant State for membership, or if it postpones consideration of the application, the General Assembly may, after full consideration of the special report of the Security Council, send the application back to the council, together with a full record of the discussion of the General Assembly, for further consideration and recommendation or report.

10.9 Notification of Decision and Effective Date of Membership.

The Secretary-General shall inform the applicant state of the decision of the General Assembly. If the application is approved, membership shall become effective on the date on which the General Assembly makes its decision on the application.

XI. Economic & Social Council Rules

11.0 Economic & Social Council.

The following rules will not supersede the general Rules of Procedure. They are supplemental and specific to the needs of the ECOSOC. ECOSOC will operate as an independent entity at MMUN. Unless otherwise stated by the Secretary-General, all general rules of procedure will be applicable to the ECOSOC.

11.1 The President of the ECOSOC.

The President of The Economic and Social Council, in cooperation with the Secretary-General, has the power and authority to amend or change these rules at any time to facilitate the business of MMUN, to accommodate extraordinary concerns, or to otherwise improve the conduct of business. Changes may be announced to delegates at any time. The order of precedence of rules shall be (a) MMUN Rules of Procedure and Short Form, (b) rulings of the Secretariat, (c) the Rules Committee, and then (d) The Charter of the United Nations.

11.2 Commissions.

The council may establish commissions for the performance of its functions as required. It shall define the powers, scope, and composition of each commission. Commissions may use these rules or adopt other, suitable rules of procedure.

11.3 Suspension of the Rules.

The council may suspend the rules of procedure, including the supplemental rules. The motion to suspend the rules requires a simple majority.

11.4 Order of Consideration of Resolutions.

The agenda of the ECOSOC Plenary shall be set as to allow consideration of one topic (and at least one resolution) from each committee (ECOSOC or either sub-committee) before a second item from any one committee/commission is considered. A preliminary agenda for the Plenary Session will be distributed by the Secretariat to each delegation. Agenda items will be considered in the order in which they appear on the agenda unless that order is altered under proper motion; however, one topic from each committee must be considered before turning to a second or subsequent topic from any one committee. New resolutions may be proposed in ECOSOC Plenary, but they must have the support of at least 35% of members present at the beginning of the Plenary session. New resolutions may be introduced only when the body has moved to the appropriate topic area.

11.5 Amendments.

Amendments in the ECOSOC Plenary must be sponsored and seconded by at least 15 delegations. Only amendments with fifteen signatures, approved by the Chair or Legal Counsel, assigned an identification number by Dais, and properly moved from the floor will be considered and voted on. The President of ECOSOC may establish a deadline for the submission of formal amendments to Plenary Resolutions.

XII. Security Council Rules

12.0 Security Council. The following rules will govern the Security Council and Historical Security Council and supplement the rules above.

12.1 Suspension of the Rules.

The Council may suspend the rules of procedure, including the supplemental rules. The motion to suspend the rules requires nine affirmative votes.

12.2 Non-Member Participation.

In informal session the Security Council may request the participation of any member present or not present at MMUN. In addition to the terms of Rule 3.5, the Security Council may invite any member state which is not a member of the Council to participate, without the right to vote, make a motion, or second a motion in the discussion of a question brought before the Council when the Council or President feels that the interests of the member are specifically affected, or when the member brings to the attention of the Council any matter in accordance with Article 35, Section 1 of the Charter. The privileges and limits of debate for the party will be

determined by the Council with approval of the President. The Council may also invite representatives of organizations to discuss specific matters or to make statements to the Council under the restrictions herein. A request for non-member participation must be submitted in writing to the President of the Security Council.

12.3 Meetings.

All meetings of the Security Council and its committees shall be held at the call of the President and at the time(s) and place(s) as published in the schedule of events. Any schedule may be revised by the Council and/or the President as the need arises. The President shall also call the Council into session if a dispute or situation is brought to the attention of the Council under Article 35 or under Article 11, Section 3 of the Charter, or if the General Assembly makes recommendations or refers any question to the Council under Article 11, Section 2 of the Charter, or if the Secretary-General brings to the attention of the Council any matter under Article 12, Section 2 of the Charter. Unless it decides otherwise, the Council shall meet at all times in public. If the Council decides to meet in closed session, the President shall issue a communiqué at the end of each such meeting, approved by the members, detailing issues discussed and progress made.

12.4 Agenda.

The President of the Security Council shall draw up the provisional agenda. This agenda shall be communicated to the members of the Council prior to the convening of the first session, but in emergencies may be communicated simultaneously with the notice of a special meeting. The first item of the agenda shall be the adoption of a working agenda, or to change the order of the agenda.

12.5 Voting on Resolutions.

All draft resolutions are considered to be substantive and are subject to the veto. The Council may consider several resolutions on the same topic area simultaneously. In order for the Council to vote on resolutions, a motion for Closure of Debate on the appropriate Topic Area must pass, at which point the Council moves into voting procedure. Amendments to resolutions will be voted on in the order of their submission prior to voting on the resolution they propose to amend. Multiple amendments may be on the floor at any given point for all resolutions that are currently on the floor. Motions to divide the question or to propose passage of a resolution by consensus are the only motions permitted during voting procedure. **All votes on resolutions will be done by a roll call vote.**

12.6 Procedural and Substantive Motions.

All motions must receive a vote of nine Council members to pass. Substantive motions must receive an affirmative vote of at least nine Council members without a negative vote from any of the permanent members. All substantive motions are voted upon in the order of their submission.

12.7 Seconds.

It shall not be necessary for any substantive motion or draft resolution proposed by a member of the Council to be seconded before it is considered or voted upon.

12.8 Security Council Priority.

The General Assembly may discuss but may not vote on matters concerning the maintenance of international peace and security under the jurisdiction of the Security Council until the Council has come to a vote on the issue. A suspension of discussion or action of more than six hours by the Council will be considered its final action on a particular issue, allowing the General Assembly to come to a vote. While the Security Council is exercising the functions assigned to it in the Charter with respect to any dispute or situation, the General Assembly shall not make any recommendations with regard to the dispute or situation, unless the Security Council so requests. The Secretary-General shall notify the General Assembly at each session of any matters relative to the maintenance of international peace and security that are being dealt with by the Council, and also shall notify the assembly and its committees immediately after the Council has ceased to deal with such a topic.

12.9 Matters Seized.

The Secretary-General or the President of the Security Council shall communicate each day to the members of the Security Council a summary statement of the matters on which the Council remains seized from the preceding meetings and of the stage reached in its decisions.

12.10 Security Council Motions.

All motions listed in Section VI, Motions in Order of Priority, will apply to the Security Council except where modified in this section.

12.11 Voting Procedure.

Each member of the Security Council shall have one vote. Voting in the Security Council shall be in accordance with the relevant articles of the Charter and with the Statutes of the International Court of Justice. Voting shall normally be conducted by a simple show of raised placards, **however, all resolutions will be voted on by a roll call.** A member has the option of a "yes," "no," "abstain," or "pass" vote, or the member may refrain from voting altogether. A member may request a roll call vote on any issue. If the President concurs, the roll call shall be taken in English alphabetical order of the names of the members, beginning with a member chosen at random by the President. The Dais shall call the names and a member may vote in any of the aforementioned manners. If a member delegation does not answer the roll call the first time through, it may not vote on the second reading. Two passes by a member shall be recorded as an abstention. The results shall be announced immediately and inserted in the record. No request for roll call shall be debated or voted upon. Once voting has begun no member may interrupt the conduct of the vote except on a point of order concerning the conduct of the vote. A member may request a change in vote only once. The President may allow a member delegation to explain its vote at the conclusion of a roll call and may limit the time allowed for explanations.

XIII. Crisis Simulation Rules

The following rules apply to any committee presented with a crisis during the conference.

13.1 Rules of Procedure.

The committee shall conduct itself according to the standard rules of procedure outlined in the aforementioned rules (General Assembly, ECOSOC, and Security Council rules). There are no special rules for dealing with a crisis.

13.2 Considering the Crisis Topic.

If a committee wishes to discuss the crisis situation, it may decide to do so in the following manner:

- a. Motion to Table the current topic (see rule 6.11).** Under this procedure, the committee may, by a majority vote, decide to table the current topic of discussion (which would include all resolutions and amendments that are in the floor). The committee could then return to the topic after discussing the crisis through a motion for reconsideration of the topic. Keep in mind that a motion to reconsider needs to be made by a member who voted on the prevailing side of the motion to table. This means a roll call vote would be necessary if you wished to return later to the topic. If the committee voted to table the current topic, it would then need a motion to consider the crisis topic.
- b. Closure of Debate on the topic (see rule 6.5).** Delegates may make a motion to close debate on the current topic, which would then result in taking a vote on any and all amendments and resolutions on the floor. After voting procedure, the committee could then motion to consider the crisis topic.
- c. Returning to the Committee Agenda topics.** This would be done the same way as you might move to consider the crisis topic. Either of the two ways previously mentioned could be used.

13.3 Crisis Speakers.

There may be occasion when the committee may believe it to be beneficial to hear from a party involved in the crisis. This may be a country not represented at MMUN, a representative from the UN or NGO, or other third parties. During discussion of the crisis, the committee may request to hear from a specific party to the conflict and grant that representative a specific period of time to speak and/or take questions. This would be done at the Chair's discretion and by a motion to set the speaker's time (Rule 5.3).

13.4 Dais Staff.

During a crisis, the Dais staff may announce news events, bring in a speaker to the committee, issue press releases, or provide countries with policy communiqués. The Chair has complete discretion on when to take these actions and to grant speaking/question time to parties to the crisis.

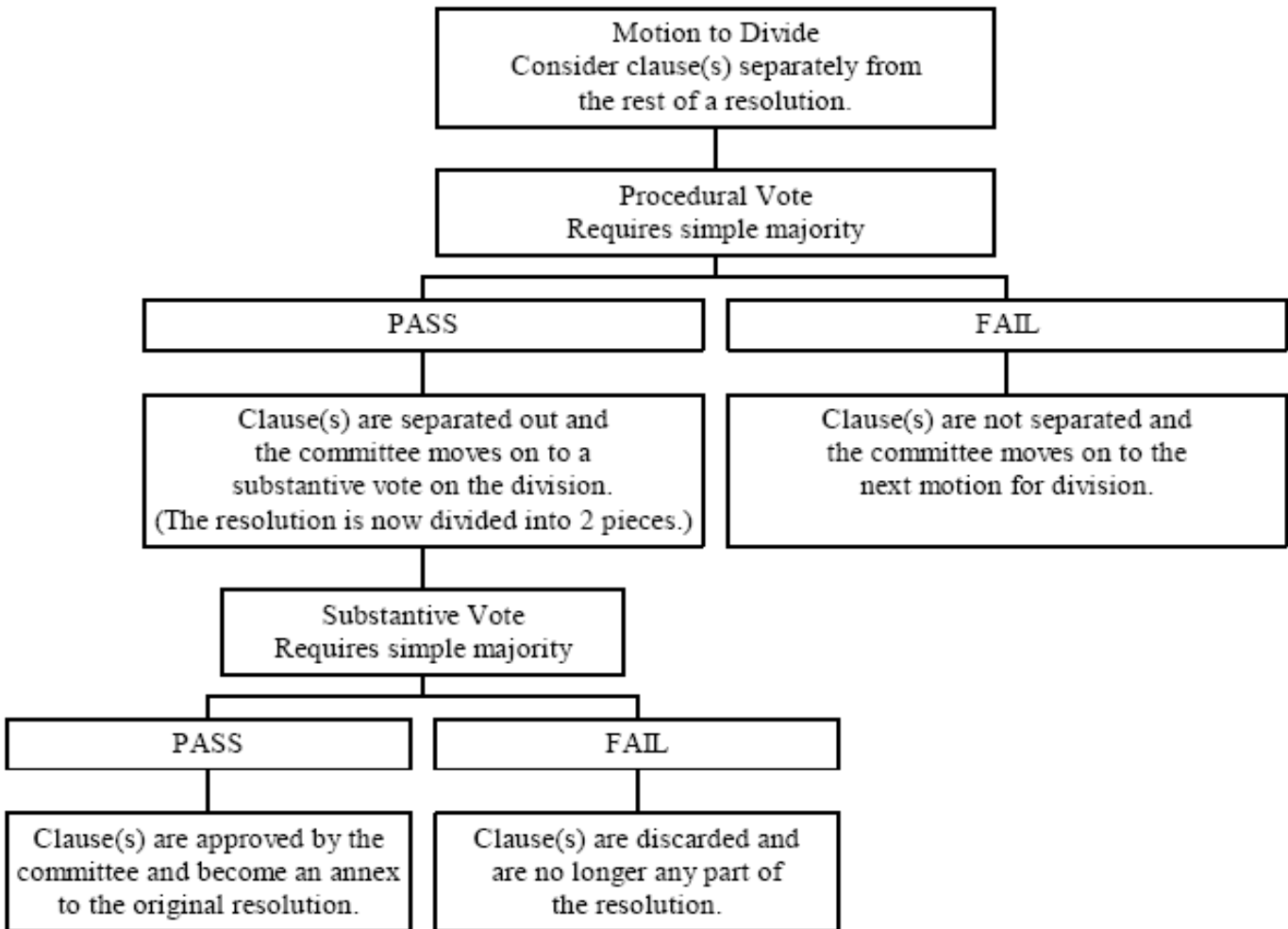
13.5 Committee Jurisdiction.

It is quite possible that more than one committee may be dealing with a crisis topic, which may or may not be related to one another. All crisis topics are meant for the committee to which they are presented. No crisis topics presented to the GA or ECOSOC committees may be seized by the Security Council. In the same token, no crisis presented to the Security Council may be discussed by the GA or ECOSOC unless it is so presented to them by the MMUN Staff.

13.6 Policy Communiqués.

MMUN Crisis Staff will release policy communiqués to certain countries involved in the crisis. These communiqués will provide "classified" information regarding that country's policy. Not all countries will receive these, but delegates may submit a written request to the Dais, stating their specific question(s) regarding their country's policy on the crisis. These requests will be responded to by the crisis staff as quickly as possible.

Appendix A: Division of the Question Flow Chart



Appendix B

Initiating Phrases

Preambulatory Phrases

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

Operative Phrases

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

Appendix C

Sample Resolution

Topic: Implementation of the Millennium Goals

Submitted to: Third Committee

Submitted by: Bolivia, Brazil, Chile, Costa Rica, Guatemala, Ireland, Mexico, Nicaragua, Peru, Venezuela, Argentina

The General Assembly,

- 1 REITERATING the principles espoused in the Rome Declaration 1 on Harmonization in ensuring
2 coordinated debt relief,
3
- 4 AFFIRMING the importance of utilizing the Cologne Terms and Paris Club commitments to 90% and
5 80% respectively for debt relief,
6
- 7 OBSERVING the scarcity of tiered sets of local, national and regional support structures, as espoused in
8 the Monterrey Consensus, that work from the ground up to address debt management and capacity
9 building,
10
- 11 REALIZING that regional economic integration among developing states contributes to development and
12 debt relief,
13
- 14 DEEPLY CONCERNED that soil degradation affects more than 2 billion hectares of land, damaging the
15 livelihoods of up to 1 billion people,
16
- 17 ALARMED at the global effects of illegal logging, coupled with an average of only 12% of the Earth's
18 land surface area is protected from deforestation for biodiversity,
19
- 20 RECOGNIZING the efforts of the Johannesburg World Summit on Sustainable Development to refocus
21 the goals of the Rio Conference and Agenda 21,
22
- 23 NOTING that due in part to insufficient reporting in use of development aid to furthering Millennium
24 Development Goals (MDGs), the target of allocating 0.7% of donor nations' Gross National Income
25 (GNI) to furthering the MDGs has not been fulfilled,
26
- 27 1. EMPHASIZES the need for further expansion of the Enhanced HIPC Trust Fund, UNDP
28 Thematic Trust Fund for Poverty Reduction, and the World Bank/IMF Poverty Reduction
29 and Growth Facility, which will facilitate faster, more comprehensive and more inclusive
30 eligibility among developing countries as an important factor in achieving development
31 oriented durable solution to the debt problem;
32
- 33 2. URGES the expansion and more extensive application of the Cologne Terms and the Paris
34 Club commitments towards the reduction or cancellation of bi-lateral external debt as an
35 essential step towards debt relief and development;
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3. ENCOURAGES the enhancement of the United Nations Committee on Trade and Development (UNCTAD) Debt Management and Financial Analysis System (DMFAS) program as it creates regional workshops for capacity building in debt management and local, national and regional programs that account for nation specific debt issues;
 4. EXPRESSES ITS HOPE for further economic integration through regional structures among developed and developing states, utilizing frameworks such as Mercosur, in South America, Association of South East Asian Nations (ASEAN) in South East Asia, Economic Community of West African States (ECOWAS) and the Southern African Development Community (SADC) in Africa, and the Union of the Arab Maghreb (UMA) and Gulf Cooperation Council (GCC) in the Middle East, the North American Free Trade Agreement (NAFTA), and the European Union (EU);
 5. RECOMMENDS wider application of Global Environment Facility (GEF) Small Grants Programs aimed at the development of projects on the prevention of arable land degradation, the education of farmers pertaining to sustainable agricultural practices, and the increased enforcement of arable land and forest protection programs;
 6. ENDORSES the cooperation between United Nations Environmental Program (UNEP) and the Intergovernmental Panel on Forests to facilitate the operations of member states in the creation of national strategies on sustainable forest management;
 7. SUGGESTS strengthening of alliances amongst regional NGOs and creation of alliances between IGOs and NGOs and the public and private sectors such as the partnership of the World Bank and the World Wide Fund for Nature that aimed to establish a network of protected areas amounting to at least 10% of the world's forest species;
 8. CALLS UPON developing nations, developed nations and the UNDP to participate in a reporting initiative that would facilitate transparency in allocation of donor funds to recipient nations that runs on a biennial reporting process.

Appendix D

SHORT FORM OF POINTS AND MOTIONS Listed in Order of Priority

Rule	Motion	Interrupt Speaker?	Second Required?	Debatable?	Vote Required?
6.1	Adjourn	No	Yes	No	Simple Majority
6.2	Recess	No	Yes	No	Simple Majority
6.3	Consideration of a Topic Area	No	Yes	Yes	Simple Majority
6.4	Establishment of a Speakers List	No	Yes	Yes	Simple Majority
6.5	Closure of Debate on a Topic Area	No	Yes	Yes	Simple Majority
6.6	Move a Resolution to the Floor	No	No	No	None
6.7	Limits (speaking/debate)	No	Yes	Yes	Simple Majority
6.8	Division of the Questions	No	Yes	Yes	Simple Majority
6.9	Adoption by Consensus	No	Yes	No	None - any objection fails the motion
6.10	Decision of Competence	No	Yes	Yes	Simple Majority
6.11	Table	No	Yes	Yes	Simple Majority
6.12	Reconsideration	No	Yes	Yes	Two-thirds Majority
6.13	Appeal the Decision of the Chair	Yes (by point of order only)	Yes	Yes	Simple Majority

Points					
7.1	Point of Order	Yes	No	No	None
7.2	Point of Privilege	No	No	No	Ruling of the Chair
7.3	Point of Parliamentary Inquiry	No	No	No	None
7.4	Point of Information	No	No	No	None

Appendix E

United Nations Member States and Select regional organizations.²

Africa

African Union (AU) (Note: Morocco not a member)

North Africa

Algeria (A)(M)(N)(O)(15)(77)
Chad (EC)(N)(O)(77)
Egypt (A)(N)(O)(15)(77)
Libya (M)(N)(O)(77)
Mali (E)(N)(O)(77)
Mauritania (A)(M)(N)(O)(77)
Morocco (A)(M)(N)(O)(77)
Sudan (A)(CO)(N)(O)(77)
Tunisia (A)(M)(N)(O)(77)

Central Africa

Burundi (CO)(EC)(N)(77)
Cameroon (EC)(CH)(N)(O)(77)
Central African Rep. (EC)(N)(77)
Congo (EC)(N)(77)
DR Congo (Sa)(CO)(EC)(N)(77)
Equatorial Guinea (EC)(N)(77)
Gabon (EC)(N)(O)(77)
Rwanda (CO)(EC)(N)(77)
Sao Tome and Principe (sis)(EC)(N)(77)

East Africa

Comoros (A)(sis)(CO)(N)(O)(77)
Djibouti (A)(N)(77)
Eritrea (CO)(N)(77)
Ethiopia (CO)(N)(77)
Kenya (CO)(CH)(N)(77)
Madagascar (CO)(N)(77)
Mauritius (sis)(CO)(CH)(N)(Sa)(77)
Seychelles (sis)(Sa)(CH)(N)(77)
Somalia (A)(N)(O)(77)
Uganda (CO)(CH)(N)(O)(77)
UR Tanzania (Sa)(CO)(CH)(N)(77)

West Africa

Benin (E)(N)(O)(77)
Burkina Faso (E)(N)(O)(77)
Cape Verde (sis)(E)(N)(77)
Cote d'Ivoire (E)(N)(77)
Gambia (E)(CH)(N)(O)(77)
Ghana (E)(CH)(N)(77)
Guinea (E)(N)(O)(77)

Guinea-Bissau (sis)(E)(N)(O)(77)
Liberia (E)(N)(77)
Niger (E)(N)(O)(77)
Nigeria (E)(CH)(N)(O)(15)(77)
Senegal (E)(N)(O)(15)(77)
Sierra Leone (E)(CH)(N)(O)(77)
Togo (E)(N)(77)

Southern Africa

Angola (CO)(N)(Sa)(77)
Botswana (CH)(N)(Sa)(77)
Lesotho (CO)(CH)(N)(Sa)(77)
Malawi (CO)(CH)(N)(Sa)(77)
Mozambique (CO)(CH)(N)(O)(Sa)(77)
Namibia (CO)(CH)(N)(Sa)(77)
South Africa (CH)(N)(Sa)(77)
Swaziland (CO)(CH)(N)(Sa)(77)
Zambia (CO)(CH)(N)(Sa)(77)
Zimbabwe (CO)(CH)(N)(Sa)(77)

Latin America and the Caribbean

Organization of American States (OAS) (Note: Cuba not a member)

Latin America

Argentina (ME)(15)(77)
Belize (acs)(sis)(C)(CH)(N)(77)
Brazil (ME)(15)(77)
Bolivia (An)(N)(77)
Chile (Ap)(N)(ME)(77)
Colombia (acs)(An)(N)(77)
Costa Rica (acs)(77)
Cuba (acs)(sis)(N)(77)
Ecuador (An)(N)(77)
El Salvador (acs)(77)
Guatemala (acs)(N)(77)
Guyana (C)(CH)(N)(77)
Honduras (acs)(N)(77)

Mexico (acs)(Ap)(NF)(OE)(15)
Nicaragua (acs)(N)(77)
Panama (acs)(N)(77)
Paraguay (ME)(77)
Peru (An)(Ap)(N)(15)(77)
Suriname (acs)(sis)(C)(N)(O)(77)
Uruguay (ME)(77)
Venezuela (acs)(An)(N)(15)(77)

Caribbean

Antigua and Barbuda (acs)(sis)(C)(CH)(77)
Bahamas (acs)(sis)(C)(CH)(N)(77)
Barbados (acs)(sis)(C)(CH)(N)(77)

Dominica (acs)(sis)(C)(CH)(77)
Dominican Rep. (acs)(77)
Grenada (acs)(sis)(C)(CH)(N)(77)
Haiti (acs)(77)
Jamaica (acs)(sis)(C)(CH)(N)(15)
St. Kitts and Nevis (acs)(sis)(C)(CH)(77)
St. Lucia (acs)(sis)(C)(CH)(N)(77)
St. Vincent and the Grenadines (acs)(sis)(C)(CH)(77)
Trinidad and Tobago (acs)(sis)(C)(CH)(N)(77)

² Please note that this is not a comprehensive list.

Asian and the Pacific

Middle East

Bahrain (A)(G)(N)(O)(77)
Iran (N)(O)(77)
Iraq (A)(N)(O)(77)
Jordan (A)(N)(O)(77)
Kuwait (A)(G)(N)(O)(77)
Lebanon (A)(N)(O)(77)
Oman (A)(G)(N)(O)(77)
Palestine*(A)(N)(O)(77)
Qatar (A)(G)(N)(O)(77)
Saudi Arabia (A)(G)(N)(O)(77)
Syria (A)(N)(O)(77)
Turkey (NT)(O)(OE)
United Arab Emirates (A)(G)(N)(O)(77)
Yemen (A)(N)(O)(77)

Far East Asia

China (Ap)(77)
Japan (Ap)(OE)(7)
DPR Korea (N)(77)
Rep of Korea (Ap)(OE)
Mongolia (N)(77)

South-East Asia

Brunei Darussalam
(Ap)(AS)(CH)(N)(O)(77)
Cambodia (N)(77)
Indonesia (Ap)(AS)(N)(O)(15)(77)
Lao PDR (AS)(N)(77)
Malaysia
(Ap)(AS)(CH)(N)(O)(15)(77)
Myanmar (AS)(N)(77)
Philippines (Ap)(AS)(N)(77)
Singapore (Ap)(AS)(sis)(CH)(N)(77)
Thailand (Ap)(AS)(N)(77)
Timor Leste
Viet Nam (Ap)(AS)(N)(77)

South Asia

Afghanistan (N)(O)(77)
Bangladesh (CH)(N)(O)(S)(77)
Bhutan (N)(S)(77)
India (CH)(N)(S)(15)(77)
Maldives (sis)(CH)(N)(O)(S)(77)
Nepal (N)(S)(77)
Pakistan (CH)(N)(O)(S)(77)

Sri Lanka (CH)(N)(S)(77)

Pacific

Fiji (sis)(SP)(77)
Kiribati (sis)(CH)(SP)(77)
Marshall Islands (sis)(SP)(77)
Micronesia (sis)(SP)(77)
Nauru (sis)(SP)(77)
Papua New Guinea
(Ap)(sis)(CH)(N)(SP)(77)
Samoa (sis)(CH)(SP)(77)
Solomon Islands (sis)(CH)(SP)(77)
Tonga (sis)(CH)(SP)(77)
Vanuatu (sis)(N)(SP)(77)

Central Asia

Kazakhstan (cis)(O)(P)
Kyrgyzstan (cis)(O)(P)
Tajikistan (cis)(O)
Turkmenistan (cis)(N)(O)(P)(77)
Uzbekistan (cis)(N)(O)(P)

Europe and Others

Organization for Security and Cooperation in Europe (OSCE)

West Europe

Andorra
Austria (EU)(P)(OE)
Belgium (EU)(NT)(OE)
France (EU)(NT)(OE)(7)
Germany (EU)(NT)(OE)(7)
Holy See*
Ireland (EU)(OE)
Italy (EU)(NT)(OE)(7)
Liechtenstein (EF)
Luxembourg (EU)(NT)(OE)
Malta (sis)(CH)(N)
Netherlands (sis)(EU)(NT)(OE)
Portugal (EU)(NT)(OE)
San Marino
Spain (EU)(NT)(OE)
Switzerland(EF)(P)(OE)
United Kingdom (EU)(CH)(NT)(OE)(7)

Southern Europe

Albania (O)(P)(N)

Bosnia and Herzegovina
Bulgaria (P)
Croatia
Cyprus (sis)(CH)(N)
Greece (NT)(OE)
fYR Macedonia (P)
Romania (P)
Slovenia (P)
Yugoslavia (N)(15)

Eastern Europe

Belarus (cis)(P)
Czech Rep. (NT)(OE)
Estonia (P)
Hungary (NT)(OE)
Latvia (P)
Lithuania (P)
Moldova (cis)(P)
Poland (NT)(OE)
Russian Fed. (Ap)(cis)(P)(7)
Slovakia (P)

Ukraine (cis)(P)

Caucasus

Armenia (cis)(P)
Azerbaijan (cis)(O)(P)
Georgia (cis)(P)

Scandinavia

Denmark (EU)(NT)(OE)
Finland (EU)(P)(OE)
Iceland (EF)(NT)(OE)
Norway (EF)(NT)(OE)
Sweden (EU)(P)(OE)

Others

Australia (Ap)(CH)(OE)
Canada (Ap)(CH)(NT)(NF)(7)
New Zealand (Ap)(CH)(OE)
USA (Ap)(NT)(NF)(7)

Key to Regional Blocs

- (A) League of Arab States
 - (sis) AOSIS Alliance for Small Island States
 - (An) Andean Group
 - (AS) ASEAN Association of South-East Asian Nations
 - (acs) (ACS-AEC) Association of Caribbean States
 - (Ap) APEC Asian-Pacific Economic Cooperation
 - (C) CARICOM Caribbean Community and Common Market
 - (CH) Commonwealth Heads of Government (CHoGM)
 - (cis) Commonwealth of Independent States
 - (CO) COMESA The Common Market for Eastern and Southern Africa
 - (E) ECOWAS The Economic Community of West African States
 - (EC) ECCAS The Economic Community of Central African States
 - (EF) EFTA European Free Trade Association
 - (EU) European Union
 - (G) GCC The Gulf Cooperation Council
 - (M) Maghreb Union
 - (ME) MERCOSUR
 - (N) Non-Aligned Movement
 - (NT) NATO The North Atlantic Treaty Organization
 - (NF) NAFTA The North American Free Trade Association
 - (O) Organization of the Islamic Conference
 - (OE) OECD The Organization for Economic Cooperation and Development
 - (P) Partnership for Peace
 - (S) SAARC South Asian Association for Regional Cooperation
 - (Sa) Southern African Development Community
 - (SP) SPF South Pacific Forum
 - (7) Group of 7 +Russia Industrialized Economies
 - (15) Group of 15 largest Developing Economies
 - (77) Group of 77 + China Developing Economies
- *Observer to the United Nations