




DELEGATE PREPARATION GUIDE



NATIONAL MODEL UNITED NATIONS
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 This document should be used alongside the [NMUN Rules of Procedure](#), which provides further information on the rules of procedure utilized at NMUN conferences, as well as the full text of the long form rules of procedure.

Note: The volunteer National Model United Nations (NMUN) Secretariat updates this guide annually. The current Secretariat is grateful for the work of predecessors on which we try to improve. © 2017 NMUN

Acronyms

AOSIS	Alliance of Small Island States
CEB	United Nations System Chief Executives Board for Coordination
CSO	Civil society organization
DSG	Deputy Secretary-General
ECOSOC	Economic and Social Council
FAO	Food and Agriculture Organization of the United Nations
G77	Group of 77
GA	General Assembly
GRULAC	Latin American and Caribbean Group
ICJ	International Court of Justice
IGO	Intergovernmental organization
ILO	International Labour Organization
LMMC	Like-Minded Megadiverse Countries
MUN	Model United Nations
NAM	Non-Aligned Movement
NGO	Non-governmental organization
NMUN	National Model United Nations
OPCW	Organisation for the Prohibition of Chemical Weapons
OPEC	Organization of the Petroleum Exporting Countries
PGA	President of the General Assembly
PRST	Presidential Statement
SAPF	Specialized Agencies, Programs, and Funds
SEED	Sustainable Environmental Education Development
SC	Security Council
SG	Secretary-General
UN	United Nations
UNBISNET	United Nations Bibliographic Information System
UNITAR	United Nations Institute for Training and Research
UNODS	United Nations Official Documents System
WEOG	Western European and Others Group

Glossary

Abstention	<p>A vote during the voting process; to abstain is to be considered as not voting in favor or against. An abstention may indirectly contribute to the adoption of a resolution because only a majority of votes in favor is required.</p> <p>Example: A draft resolution that received 30 votes in favor, 10 votes against, and 40 abstentions would still pass due to a larger number of votes in favor, as compared to votes against.</p> <p>Note: Member States may abstain only if they are “Present” during formal roll call.</p>
Adjournment of Debate	Ends debate on a topic, and on all draft resolutions/report segments for that topic, without voting on any proposed draft resolutions/report segments. A motion for reconsideration can reopen debate on this topic.
Adjournment of the Meeting	Ends the meeting until the next conference.
Appeal of the Chair	A motion to challenge the decision of the Chair, referring to a specific NMUN rule.
Chair	Person who is in charge of leading the committee’s formal debate in accordance with the NMUN Rules of Procedure.
Dais	A raised platform or table at the front of the room where the Director and Assistant Director, as well as the Chair and/or Rapporteur, are seated. Often, the term “the Dais” is also utilized to refer to these individuals collectively.
Decorum	Overall respect for the formal committee process and speakers.
Deputy Secretary-General (DSG)	Member of the NMUN Secretariat. Chief substantive officer of the conference.
Dilatory	A motion is dilatory if it may obstruct or delay the will of the committee (e.g. motions to suspend the meeting proposed immediately after several previous suspension motions failed).
Draft Resolution or Draft Report Segment	A working paper that has been accepted by the Dais and is discussed and voted on by the body.
Economic and Social Council	The principal organ of the UN responsible for the economic and social work of the organization.
Explanation of Vote	Allows a sponsor of a draft resolution/report segment to explain why they voted against the draft resolution/report segment, after it had been amended or changed by a division of the question.
Functional Commissions	Functional commissions are established pursuant to Article 68 of the <i>Charter of the United Nations</i> and report to the Economic and Social Council. They are also considered a subsidiary organ/body. Examples include the Commission on the Status of Women (CSW) and the Commission on Narcotic Drugs (CND).
Friendly Amendments	Amendments proposed by ALL the sponsors of a draft resolution. Once approved by the Dais, these amendments are automatically incorporated in the draft resolution.

General Assembly	The main deliberative organ of the UN system, comprised of all Member States of the UN.
Inter-Agency Mechanisms	On thematic issues that cut across the work of many UN programs, funds, and agencies, an inter-agency coordination mechanism will often be established. In some cases, the organization of the group is taken on by one of the members, while in others, a secretariat is established to manage the group's work. These mechanisms are an essential source for information on these thematic issues, as they represent the work of the entire UN system on this issue. Examples include UN-Water and the Intergovernmental Panel on Climate Change (IPCC).
Majority Vote	A threshold at which many motions pass. A motion passes with a simple majority vote if more people vote yes than vote no (in the case of substantive votes, ignoring abstentions). To determine if something passes, compare yes votes to no votes only. Tie votes fail.
Model United Nations (MUN)	Educational conferences that simulate the purpose and practices of the UN.
Motion	A request to do something during formal debate; motions are voted on by the body. Procedural motions: all Member States and Observers of the committee vote. Substantive motions: only Member States vote.
Motion Out of Order	An invalid (non-NMUN) motion or a motion used at an incorrect time during the conference.
National Model United Nations	An experiential education program in which groups of students are organized as delegations and represent Member States, Observer States, and non-governmental organizations.
Non-governmental organization (NGO)	NGOs, also known as civil society organizations or CSOs, are nonprofit groups independent from governments. Normally organized around specific issues, NGOs deliver a variety of public and humanitarian services.
Observer	Non-Member State or organization granted status to participate in deliberations. Observers may not sponsor resolutions or vote on substantive matters, but they may act as a signatory and must vote on procedural matters.
Operative Clause	Information is given about what action the body believes should be taken.
Point of Order	Corrects an error in procedure and refers to an NMUN-specific rule.
Preambular Clause	Sets up the historical context and cites relevant international law or policies for a resolution, which justifies future action.
Present	Attendance status that establishes a delegation as present in the committee, with the opportunity to abstain during substantive votes.
Present and Voting	Attendance status that establishes a delegation as present in the committee without the opportunity to abstain during substantive votes; delegations must vote "yes" or "no."
Principal Organs	Principal organs are established pursuant to the <i>Charter of the United Nations</i> . There are six principal organs of the UN: the General Assembly (Art. 9), the Security Council (Art. 23), the Economic and Social Council (Art. 61), the Trusteeship Council (Art. 86), the International Court of Justice (Art. 92), and the Secretariat (Art. 97). Each organ maintains its own area of responsibility from international peace and security (Security Council) to human rights and economic affairs (ECOSOC). The only organ that is currently inactive is the Trusteeship Council.

Procedural Vote	A vote that takes place on a motion before the body; all delegations present must vote.
Programs and Funds	Programs and Funds are established pursuant to Article 22 of the <i>Charter of the United Nations</i> in order to meet needs not envisaged in the founding of the UN, such as addressing the needs of Palestinian refugees, development assistance, food aid, or the environment. They are subordinate to the UN, immediately controlled by distinct intergovernmental bodies, and financed through voluntary contributions rather than assessed contributions.
Proposal	In the NMUN Rules of Procedure, “proposal” means any working paper, draft resolution or draft report segment, an amendment thereto, or a portion of a draft resolution or draft report segment divided out by motion.
Quorum	A minimum of one third (or 33%) of the members of the body, based on the total number of Member States, excluding Observers/NGOs, according to the first session’s attendance.
Rapporteur	Person responsible for maintaining the speakers’ list, order of the resolutions on the floor, verifying vote counts, and other administrative matters.
Reconsideration	Reopens debate on a topic that was previously adjourned (ended without a substantive vote), including any draft resolutions/report segments on the floor for that topic.
Regional Commissions	Regional commissions are established pursuant to Article 68 of the <i>Charter of the United Nations</i> and report to the Economic and Social Council. They are also considered a subsidiary organ/body. Examples include the Economic and Social Commission for Asia and the Pacific (ESCAP) and the Economic Commission for Africa (ECA).
Related Organizations	Related organizations are not officially part of the UN, but their support and cooperation are outlined by special arrangement. Related organizations all have their own separate members, governing bodies, executive heads, and secretariats.
Research and Training Institutes	The various research and training institutes were established by the General Assembly to perform independent research and training. The UN Institute for Disarmament Research (UNIDIR) is an example of this type of entity.
Right of Reply	Response to comments that have disparaged the sovereign integrity of a delegate’s state.
Secretariat	The Directors, the Assistant Directors, the Conference Services staff, the Under-Secretaries-General, the Assistant Secretaries-General, the Chiefs of Staff, and the Assistant Chiefs of Staff are designates and agents of the Secretary-General and Deputy Secretary-General, and they are collectively referred to as the “Secretariat.”
Secretary-General	Member of the NMUN Secretariat. Chief logistics officer of the conference.
Security Council	The Security Council is the primary organ of the UN mandated to maintain international peace and security.
Signatories	Member States/NGOs or Observers who are interested in bringing a working paper forward for consideration of the committee. Note: A combination of sponsors and signatories equal to 20% of the committee membership on the first night or a minimum of five—whichever is greater—is required for all working papers to come forward for consideration.
Specialized Agencies	Specialized agencies are established pursuant to Articles 57 and 63 of the <i>Charter of the United Nations</i> . There are currently more than 14 specialized agencies that have an agreement with the UN that work under the auspices of ECOSOC. Each agency has a separate function it carries out on behalf of the UN; they have their own principles, goals,

	and rules. In addition, they are autonomous insofar as they control their own budgets and have their own governance structure.
Sponsors	<p>Member States who created the content of a working paper and will be most responsible for ensuring that it will be voted on as a draft resolution/report segment.</p> <p>Note: A combination of sponsors and signatories equal to 20% of the committee membership on the first night or a minimum of five—whichever is greater—is required for all working papers to become draft resolutions/report segments. There must be at least one sponsor.</p>
Subsidiary Organs	<p>Subsidiary organs (or bodies) are established pursuant to Articles 22 and 29 of the <i>Charter of the United Nations</i>. A subsidiary body falls under the purview of the principal UN organ it reports to and was created by, specifically the General Assembly, the Economic and Social Council, or the Security Council. The subsidiary bodies fluctuate in number from year to year, according to the changing requirements of the main organ concerned. Both the General Assembly and the Economic and Social Council, for instance, often create subsidiary bodies to assist them in new fields of concern and dissolve others. Examples include the Human Rights Council (HRC) and the UN Human Settlements Programme (UN-Habitat).</p>
Substantive Vote	<p>Votes taken during voting procedure to accept a draft resolution/report segment, an unfriendly amendment, and/or the annex to a draft resolution/report segment (division of the question); votes are disclosed after counting by the Dais.</p>
Suspension of the Meeting	<p>Informal debate for a brief period of time. Often incorrectly referred to as “caucusing.”</p> <p>Note: Delegates do not need to state a purpose for suspending the meeting.</p>
United Nations	<p>An intergovernmental organization established in 1945, designed to promote international cooperation.</p>
United Nations Bibliographic Information System (UNBISNET)	<p>This source lists all UN documents archived by the UN Dag Hammarskjöld Library and includes landmark UN documents, resolutions of UN bodies, meeting and voting records, and press releases.</p>
United Nations Official Documents System (UNODS)	<p>A database provided by the UN System, covering all types of official UN documentation after 1993.</p>
United Nations System Chief Executives Board for Coordination	<p>The UN System Chief Executives Board for Coordination (CEB) is the longest-standing and highest-level coordination forum of the UN system. While not a policymaking body, the CEB supports and reinforces the coordinating role of intergovernmental bodies of the UN system on social, economic, and related matters. Most importantly, the CEB facilitates the UN system's collective response to global challenges, such as climate change and the global financial crisis.</p>

Preparing for the Conference

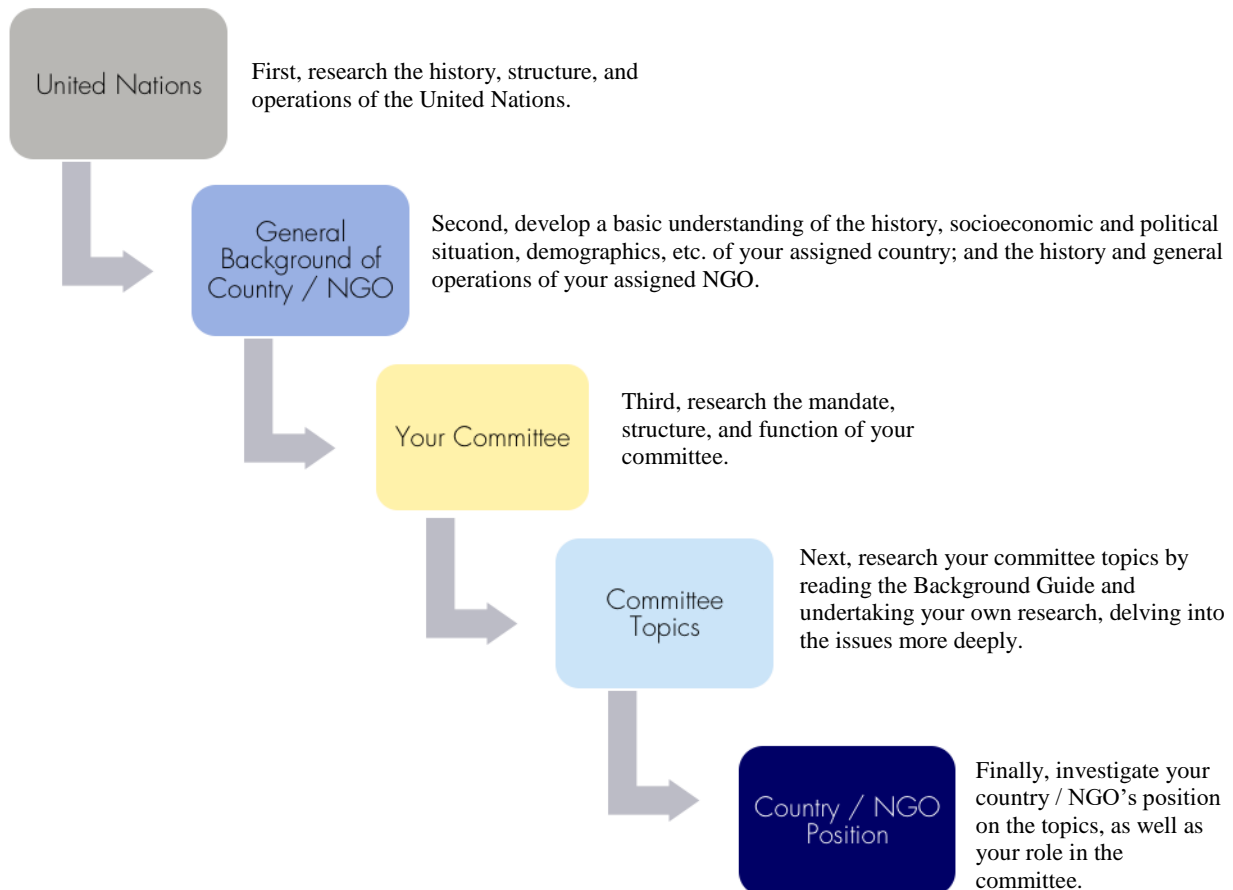
Introduction

National Model United Nations (NMUN) conferences are held annually in New York City and Washington, DC. Since 2008, a number of international conferences have also been held at varying sites. These conferences strive to provide attending delegates knowledge, skills, and experience that will be applicable both during and after their university experience. While NMUN prides itself on having a well-trained volunteer Secretariat, superior resources, and support for delegates before and during each conference, the quality of these conferences is largely contingent on the preparation of the delegates.

The key to being successful at NMUN is thorough and comprehensive preparation. We recommend that all delegates become familiar with the following five areas of study.

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- Introduction
- Starting Your Research
- The United Nations
- The Mandate, Structure, and Function of Your Committee
- Researching Your Committee
- Researching Your Country or NGO
- Committee Topics
- Country / NGO Position



Starting Your Research

NMUN provides several primary resources for delegates to use in preparing for the conferences: the Background Guides (including annotated bibliographies), this Guide, the Position Paper Guide, and the NMUN Rules of Procedure. All items will be posted on the [NMUN website \(NY, DC\)](#).

The Background Guide should be viewed only as a starting point to begin research. Individual research is crucial, and we recommend extensive use of academic literature, scholarly journals, newspaper articles, and official documents or other literature provided by bodies associated with the UN. Access to many UN documents and resolutions is available through the UN treaty database, college or law school libraries, or the following websites:

United Nations	The UN website enables delegates to access individual committee sites, links to specific issues on the UN's agenda and related information and data, links to missions of Member States to the UN, etc.
United Nations Handbook	The UN Handbook, published by the Ministry of Foreign Affairs and Trade of New Zealand, is one of the most comprehensive sources of information on the aim, structure, and membership of the organs of the UN. Delegates are recommended to use the handbook as a regular reference for all entities within the UN system.
The PGA Handbook: A practical guide to the United Nations General Assembly	This publication is another example of a Member State-initiated project aimed at providing comprehensive information on the UN. Focused on the General Assembly, it provides overviews of working methods, structures, and protocols related to the body. All six chapters provide important information that will aid delegates in preparation for and negotiation at NMUN.
UN Bibliographic Information System (UNBISNET)	This source lists all UN documents archived by the UN Dag Hammarskjöld Library and includes landmark UN documents, resolutions of UN bodies, meeting and voting records, and press releases. It allows delegates to research by organ or by main issues, providing an accessible gateway to the work of the UN, agenda items, and individual Member States' roles.
UN Global Issues	This section of the UN website offers a topic-by-topic research gateway, with information available on dozens of "global issues" that transcend both state borders and, usually, individual UN agencies or bodies.
UN Research Guides and Resources	The UN Research website is a great starting point for delegate research. Particularly helpful is the UN Documentation Research Guide, which will enable delegates to find any UN document easily.

In addition to these universal databases, many committee sites feature their own document collections and/or databases. Delegates are highly encouraged to research documents through a combination of the tools above.

Delegates are expected to use the sources identified above to form their own ideas and suggestions, which should be in line with their assigned Member State's policy and framed in their own words. Plagiarism will not be tolerated in any work prepared and submitted by delegates either before or during the conference. Plagiarism is the deliberate use of original work (including language, structure, and ideas), without citation of the original source, in material submitted as the author's own.



Plagiarism will not be tolerated in any work prepared and submitted by delegates either before or during the Conference. Delegates should be aware that position papers and draft resolutions are read and evaluated by members of the NMUN Secretariat who have a profound knowledge of the topics and have prepared committee and agenda items for months. This enables the NMUN Secretariat to identify and report incidents of plagiarism.

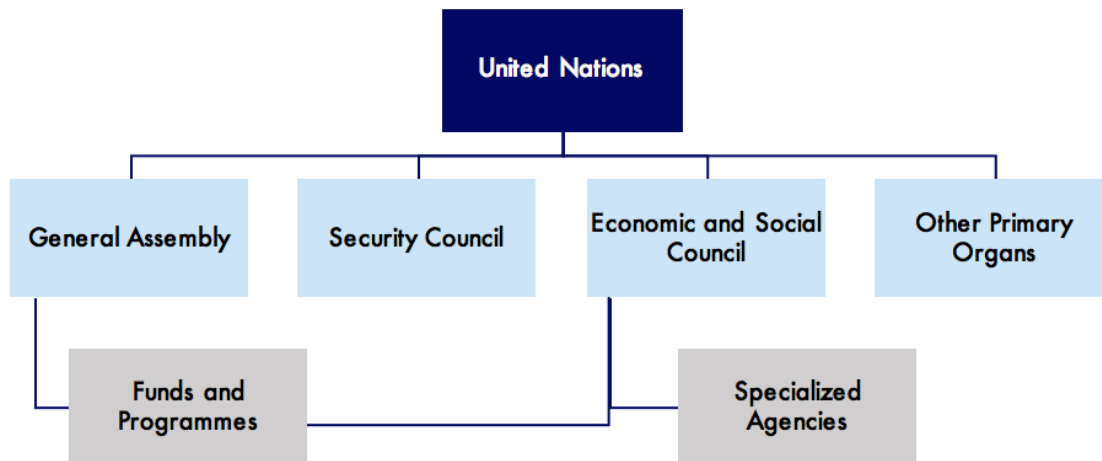
The United Nations

Thorough preparation must begin with an understanding of the UN itself, specifically in regards to the history, structure, and operations of the organization. Having a strong grasp on the various types of bodies within the UN system, the types of documents that can provide information on your topic, and the core international instruments within each topic area are essential to ensure the ideas you put forth in committee are realistic.

There are several questions you should try to answer in your research:

- What are the various types of entities within the UN system?
- How do the various organs of the UN system work together, and what are their topic specialties?
- What are the most significant achievements of the UN in terms of norms and important legal frameworks?
- [Core International Human Rights Instruments](#)
- [List of Declarations and Conventions Contained in GA Resolutions](#)

The diagrams below are simple depictions of the structure of the UN. For more detail, please visit the [UN website](#).

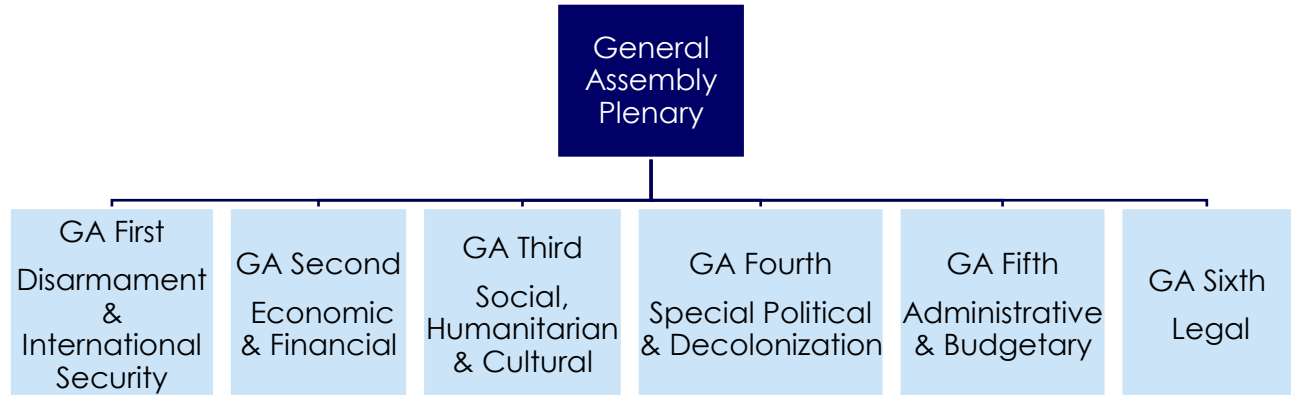


There are six principal organs of the UN, identified as such due to their establishment pursuant to the *Charter of the United Nations*. The six organs are the General Assembly (Art. 9), the Security Council (Art. 23), the Economic and Social Council (Art. 61), the Trusteeship Council (Art. 86), the International Court of Justice (Art. 92), and the Secretariat (Art. 97). Each organ maintains its own area of responsibility, from international peace and security (Security Council) to human rights and economic affairs (ECOSOC). The only organ that is currently inactive is the Trusteeship Council.

The General Assembly, ECOSOC, and the Security Council may establish subsidiary organs pursuant to Articles 22 and 29 of the Charter. A subsidiary body reports to the principal UN organ that created it. The subsidiary bodies fluctuate in number from year to year, according to the changing requirements of the main organ concerned. Both the General Assembly and ECOSOC, for instance, often create subsidiary bodies to assist them in new fields of concern and dissolve others.

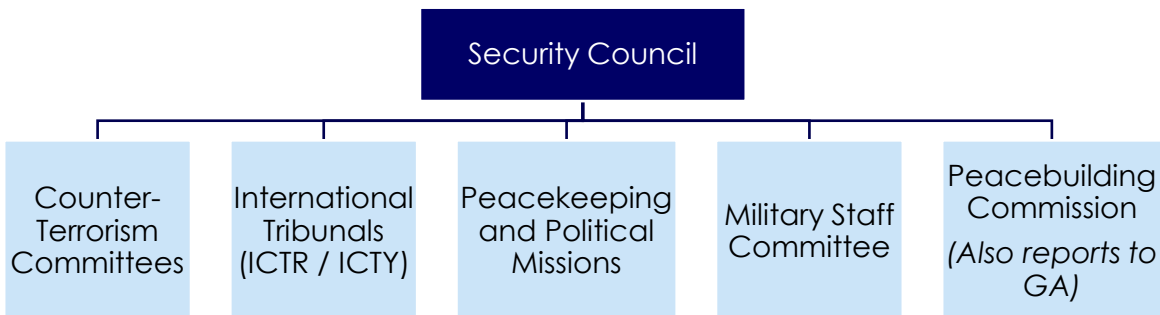
General Assembly

The [General Assembly](#) is the main deliberative organ of the UN system and is comprised of all Member States of the UN, each having one vote. The General Assembly addresses issues related to the maintenance of international peace and security (except when those issues are under consideration by the Security Council), the peaceful settlement of disputes, international law, development, and human rights issues. The General Assembly also elects the non-permanent members of the Security Council and the membership of ECOSOC, appoints the Justices of the International Court of Justice (ICJ), and chooses the Secretary-General of the UN.



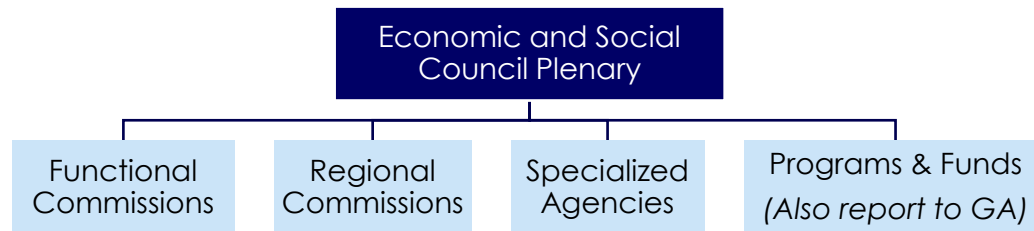
Security Council (SC)

The [Security Council](#) is the primary organ of the UN mandated to maintain international peace and security. It is comprised of 15 members. Ten elected members serve two-year terms and five are permanent members with “veto” power: China, France, Russia, the United Kingdom, and the United States of America. The adoption of any substantive decision by the Council requires an affirmative vote of any nine Member States, including affirmation or abstention by the permanent members. If a permanent member votes against a resolution before the Council, the resolution is “vetoed” and fails. Unlike General Assembly resolutions, which are recommendations, Security Council resolutions are binding on the Member States of the UN when adopted under Chapter VII of the Charter.



The Economic and Social Council (ECOSOC)

The [Economic and Social Council](#) (ECOSOC) is the principal organ of the UN responsible for the economic and social work of the organization. ECOSOC has 54 members, each elected by the General Assembly for a three-year term (18 new members are elected annually). ECOSOC also coordinates the efforts of various specialized agencies working concurrently with the UN.



Secretariat

The [UN Secretariat](#) (Ch. XV) carries out the day-to-day work of the UN, and is headed by the [Secretary-General](#). The Secretariat supports the substantive work of committees by providing expertise, guidance, and research to enable the delegates to better address the topics on the agenda. It is highly recommended that delegates identify which entity within the Secretariat provides the substantive support for their committee and that they familiarize themselves with that entity.

Other Entities

There are two additional principal organs that have not been addressed: the [Trusteeship Council](#) (Ch. XIII), which officially suspended operation on 1 November 1994 with the independence of the last UN trust territory, and the [ICJ](#) (Ch. XIV). Further, there is a range of different types of other entities that all delegates should become familiar with:

- **Inter-Agency Mechanisms:** On thematic issues which cut across the work of many UN programs, funds, and agencies, an inter-agency coordination mechanism will often be established. In some cases, the organization of the group is taken on by one of the members, while in others, a secretariat will be established to manage their work. These mechanisms are an essential source for information on these thematic issues, as they represent the work of the entire UN system on this issue.
- **Research and Training Institutes:** The various research and training institutes were established by the General Assembly to perform independent research and training.
- **Related Organizations:** Related organizations are not officially part of the UN, but their support and cooperation is outlined by special arrangement. Related organizations all have their own separate members, governing bodies, executive heads, and secretariats. An example of a related organization is the Organisation for the Prohibition of Chemical Weapons (OPCW).

Specialized Agencies, Programs, and Funds

The UN is an intergovernmental organization (IGO); it has the broadest mandate of any IGO and nearly universal membership. There are many other IGOs in existence, such as the Food and Agriculture Organization of the United Nations (FAO) and the International Labour Organization (ILO), some of which predate the UN. Many of these international organizations are specialized agencies, which means that they have entered into agreements with the UN as per Article 63 of the *Charter of the United Nations*. As specialized agencies, they work closely with the UN through the coordinating machinery of ECOSOC. While specialized agencies are part of the UN system, they are autonomous organizations, with independent constitutions or charters, membership, rules of procedure, and budgets. In contrast, programs and funds are normally created by the GA, they work on specific issues, and are coordinated by ECOSOC. The [Specialized Agencies, Programs, and Funds](#) (SAPF) cover many aspects of the global agenda and operate in the areas of development, human rights, and humanitarian affairs.

SPECIALIZED AGENCIES	PROGRAMS AND FUNDS
<ul style="list-style-type: none">• Organizations with agreements that enable them to work within the UN system• Do not report to the UN• Legally independent with separate governing structures, membership, rules, and financial resources• Have a normative, policymaking, and operational role	<ul style="list-style-type: none">• Created by the GA• Report to the UN through ECOSOC and/or the GA• Governed by their own intergovernmental body (i.e. an Executive Board)• Have an operational role, with activities carried out at field level

The Mandate, Structure, and Function of Your Committee

Each delegate should have a thorough understanding of their committee. The Background Guide for the committee provides an introduction, but it represents only the starting point for the rest of your research. Delegates need to understand the history; governance, structure, and membership; mandate, functions, and powers; and recent sessions and current priorities of the committee. Use your committee's website, the resources outlined in this guide, your Background Guide's bibliography, and books and scholarly articles to understand the purpose and functions of your committee. Important past decisions or resolutions of your committee often shed important light on its powers, the types of actions it takes, and the methods by which it acts.

Role in Your Committee

In order to accurately and effectively simulate the body and understand your role within it, a clear understanding of the mandate of the body is essential. This will also make the work of the committee easier, as it will be naturally limited in scope according to the mandate. Delegates must ensure that they have a comprehensive understanding of the following:

- Foundational documents (the resolution(s) that established the body, and its foundational governing document, such as a charter or treaty);
- Evolution and changes in mandate over time; and
- Other key international documents that underpin the committee's mandate.

Member States

Each committee is made up of a specific number of Member States. These are the full members of the body. All Member States may sponsor working papers and have full voting rights within the committee.¹ Member States act through their representatives within a body's meetings in order to discuss the matters on the agenda and make progress toward solving them on a cooperative international level. The majority of delegates will be serving as representatives of their state's government or political participants, as recognized by the UN. These delegates are expected to understand the foreign policies of their individual governments and to act within those policies during the conference. The most critical part of having a successful delegate experience at the NMUN conference is active participation in committee sessions. This includes utilizing the rules of procedure, speaking in formal debate, and most importantly, contributing during informal debate sessions through activities including networking, drafting working papers, identifying common positions, and building consensus through negotiation.

Observers

Observers are states, non-Member States, entities, and organizations that participate in the negotiations but may not vote on substantive organization matters, such as the approval of reports or resolutions. Observers are expected to fully participate in the work of the committee by contributing to working papers and the discussion at hand.



Observer and NGO delegates maintain the following privileges in each committee to which they are assigned:

- The right to make any procedural motion;
- The right to vote on all procedural motions;
- The right to speak before all assigned committees; and
- The right to act as a signatory on working papers.

Non-Governmental Organizations (NGOs)

NMUN has occasionally integrated the presence of NGOs into committees as observers at the conference. It is an ongoing project that improves the educational quality of the simulation and mirrors developments in the UN itself, where NGOs are both visible and respected as a resource for policy and program design and implementation. In order to ensure a positive educational experience for all delegates, the rights and privileges accorded to NGOs at NMUN may not exactly reflect those granted by ECOSOC or by the body in which the NGO is being represented. Any alterations made by the NMUN Secretariat give due consideration to existing realities and the need to provide a learning environment that encourages active participation.

NGOs are recognized in Article 71 of the Charter as consultative bodies in relationship to ECOSOC. These organizations also maintain a close working relationship with ECOSOC, nearly all programs and funds, as well as many of the specialized agencies. They are also present in many fora under the auspices of the General Assembly, such as the Human Rights Council, and have a history of briefing the UN Security Council on pertinent topics. As a result, NGOs are an invaluable resource to the UN system, providing information on political, economic, social, humanitarian, and cultural developments in all parts of the world, and introducing different voices to debate among Member States. Their recommendations may address potential solutions to far-reaching global issues, speak to specific country or regional needs, or call attention to an emerging crisis. The sweeping mandate of ECOSOC is reflected in the exhaustive activities of NGOs.

¹ In case the membership rights of a country have been partly or fully withdrawn since the publication of the NMUN committee membership matrix, please contact the NCCA (info@nmun.org). These situations will be evaluated on a case-by-case basis. Note that committee membership for NMUN-NY 2018 is fixed as of 15 August 2017, with the exception of Security Council, which reflects membership as of 1 January 2018.



At NMUN, NGO delegations maintain all of the privileges accorded to traditional observer delegations, and are required to exhibit the same level of preparedness. NGO delegations are eligible for awards, based on the same criteria as other delegations, and may select head delegates to attend the Head Delegates Meetings each day. NGO representatives are also required to submit position papers reflecting the perspectives and priorities of their assigned NGO on the agenda topics at hand.



Delegates representing Member States are fully expected to work with delegates representing NGO delegates in the spirit of collaboration upon which the UN was founded. The recommendations of delegates representing NGOs maintain the same validity as those of Member States, and it is incumbent upon country delegates to ensure that those perspectives are recognized. The exclusion of NGOs from committee work simply because they do not have substantive voting rights is both unrealistic and unprofessional. Actions denigrating the participation of NGOs will be considered extraordinarily out of character.

Researching Your Country or NGO

Once you have familiarized yourself with the structure, history, and functions of the UN system, the next step should be researching your assigned country or NGO. Begin doing this immediately after receiving your assignment.

Country

If you have been assigned a country, you may wish to begin by researching its political structure, economic condition, religion(s), history, and culture. Since all of these factors shape a state's foreign policy, familiarity with these areas will assist you in forming a consistent foreign policy.



Research the problems within your state regarding ethnic and religious minorities, suppression of dissent, division of wealth, freedom of the press, development, health care, education, poverty, the environment, human rights, etc. Also, do not overlook the more nuanced aspects of your state's domestic and foreign policies.

NGO

Researching an NGO is very similar to researching a state. If you have been assigned an NGO, you may wish to begin by researching its history, mission, structure, funding, values, purposes, and goals. Since all of these factors shape the way an NGO will interact with Member States, familiarity with these areas will assist you in forming a consistent approach to the issues under discussion and a consistent style of interaction.



Based on your research, you will decide how your assigned NGO will approach each topic and the recommendations you will make for potential solutions. This includes identifying blocs of countries and other NGOs that may share the same perspectives and priorities as you, and which may collaborate with you in committee sessions.

You may choose to contact the permanent mission to the UN of your assigned country or with your NGO at the New York conference. At the DC conference, contact the embassy of your assigned country. Obtaining information directly from these sources will often prove very useful in forming a cohesive policy and diplomatic style. Experience has shown that these offices are often very eager to assist you; however, please bear in mind that many of these offices run on very limited budgets and have a limited number of staff members.



In New York, NMUN provides a time slot on the second day of the conference for delegations to schedule these briefings; we recommend that delegates schedule these as early as possible to ensure availability of individuals to meet with. As a representative of the NGO or state to which you have been assigned, you will be expected to work within the historical confines of your NGO or country's foreign policy at the UN. Outside NY, delegations arriving early may wish to try to schedule visits to embassies in advance for conferences in Washington, DC, or other capitals. Consult our [Briefings](#) web page for contact information and sample briefing request letters.

Researching Committee Topics

The majority of your preparation time for the conference will be spent researching your committee topics and your country's position on those topics. Once your delegation is assigned a country, your faculty advisor or head delegate will decide which students (no more than two per committee) will be on each of the assigned committees. Carefully consult the committee matrix so you do not prepare for a committee of which your assigned country is not a member.

Each delegate should understand all the topics on his or her committee's agenda. The first resource to consult is the Background Guide (including the footnotes and bibliography); however, this guide should not be the sole source of research. Search for speeches made by your country on the topic and important resolutions discussed and adopted in your committee. Check voting records via [UNBISNET](#) or [Member States on the Record](#) (a valuable resource managed by the UN) to see whether your country supported the latest resolutions on a specific item. In addition, you may contact the headquarters of your committee and request specific information on your topics.

Many topics on the UN agenda are vast and complex, and there are several topics that can be discussed in more than one organ within the UN system. Therefore, it is important to understand how the topics on your committee's agenda are discussed specifically in that committee. Look to the mandate of your committee, which will give you an idea of the tone and type of work done within your committee.

Researching a topic is a multifaceted process, which calls for determining what various bodies within and related to the UN system have done previously to address the matter, what is currently in place, and what is planned for the future. It is also important to examine successes and failures, and to attempt to determine why those approaches have succeeded or failed.



While reading the Background Guide, develop answers to the following basic questions:

- When considering each topic, what essential questions are being raised?
- In your opinion as a diplomat, why are these issues important?
- Why do you believe these issues remain unresolved? For what reasons specifically?
- What important documents are essential to your research?
- What actions have various international bodies taken in the past regarding these issues?
- What actions are these bodies currently taking, or what committees exist to address them?
- What should be done from the perspective of your Member State to resolve the issues?

Your Delegation's Position on the Topics

Part of the benefit of Model UN is learning about and advocating for the interests of a Member State or NGO assigned to you, even if you do not necessarily agree with the position. This is the reality of the work of professional diplomats, who advocate what is in the best interests of their government. It is what makes Model UN different from a simulation of a congress or parliament where the individuals are members, rather than Member States. This position will form the basis of the position paper all delegates must write, which outlines your Member State's or Observer's policies toward the agenda topics. Preparing for committee session at NMUN also includes identifying blocs of states that may share the same perspectives and priorities and which may collaborate with you in committee sessions (this is also an important task for NGOs).



You should try to answer the following questions:

- Are there other Member States or organizations that share your view?
- What Member States or other organizations are opposed to your view?
- Which Member States are in the same voting bloc as your assigned state?
- Is your assigned state affiliated with any regional organizations?

Position Papers

Writing a position paper is an important aspect of preparing for an NMUN conference. Information regarding the preparation, formatting, and submission of position papers can be found in the NMUN Position Paper Guide on the [NMUN website \(NY, DC\)](#).

The Process of Debate: Understanding the Conference

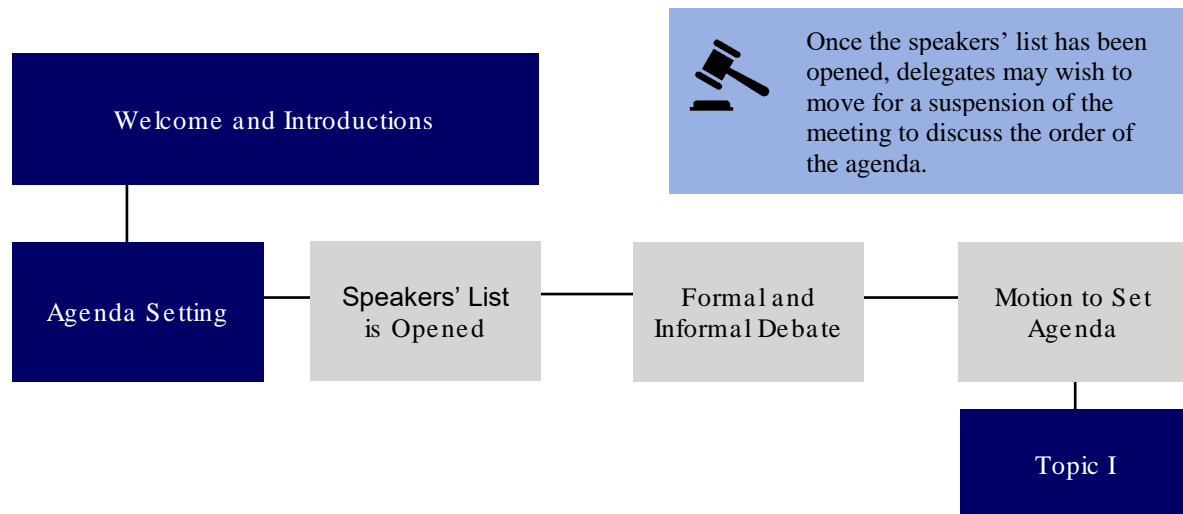
This section provides an overview of the conference, from opening session to voting procedure. Key information for each phase, such as definitions and comparisons of important terms and stages in committee session, are explained here to provide a quick-reference guide.

Opening Session

The first session of the conference is referred to as the opening session. During this session, the Chair will give a brief introduction before formally calling the session to order. The Chair will then open the speakers' list in order to facilitate delegates' discussion on setting the order of the agenda. Once speakers have been added to the list, the Chair will recognize any points or motions on the floor. At that time, delegates may wish to suspend the meeting to discuss the agenda order.

The first motion to set the agenda that passes shall set the order in which the agenda items will be discussed by the committee. At that point, the Chair will open a new speakers' list on the first agenda topic.

The opening session therefore proceeds as follows:



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- Opening Session
- Formal and Informal Debate
- Formal Debate
- Speakers' List
- Speaker's Time
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- Diplomatic Negotiation
- Working Papers, Draft Resolutions, and Draft Report Segments
- Voting Procedure and Closing Session
- Role of the NMUN Secretariat in Committee
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Formal and Informal Debate

The work of the conference is done in committee, during either formal or informal debate. Within one committee session, the committee will alternate between formal and informal debate multiple times.

FORMAL DEBATE	INFORMAL DEBATE (Suspension of the Meeting)
<ul style="list-style-type: none">• Rules of procedure are enforced by the Chair;• Delegates are expected to be in their seats and attentive;• Delegates are expected to be respectful of other delegates and diplomatic;• During formal debate, delegates will:<ul style="list-style-type: none">○ Be added to the speakers' list and make speeches;○ Raise points or motions;• Technology (i.e. laptops, tablet computers, and phones) should not be used during formal session, unless delegates are using the device to read a speech to the committee.	<ul style="list-style-type: none">• Rules of procedure are not enforced by the Chair;• Delegates are expected to engage actively by walking around and discussing the topic with other delegates;• Delegates are expected to be diplomatic and respectful of other delegates;• During informal debate, delegates will:<ul style="list-style-type: none">○ Draft working papers;○ Discuss and gather support for working papers, draft resolutions/report segments;○ Review work being done in other groups;• Technology (i.e. laptops, tablet computers, and phones) can be used. Delegates may not use projectors or microphones during informal session.

Formal Debate

Formal processes are essential to a successful conference. The main function of formal debate is to vote on draft resolutions negotiated during informal debate; for delegates to share positions and updates regarding work carried out during informal debate; and for the Secretariat to deliver information necessary for a successful conference. The main feature of formal debate is the use of the speakers' list, which allows individual members and Observers to express their opinions and solutions before the entire body. During formal debate, all members of the committee inside of the chambers must be quiet and respectful to the delegate who has the floor.



Delegates should become familiar with Rules 25 and 26 in the [*NMUN Rules of Procedure*](#).

Speakers' List

The speakers' list serves as the platform through which delegates make formal speeches on the topic at hand. Formal speeches are important because they allow delegates to address the entire committee and share information and ideas. The speakers' list is maintained by the Dais and lists all countries that have asked to speak, in the order requested. A new speakers' list is automatically opened by the Chair at the beginning of discussion on a new topic.

The Chair will ask for the names of those wishing to be placed on the speakers' list. Delegates may add themselves to the speakers' list in the future by sending a note to the Dais.

When a Member State is recognized to speak, that country must speak within the set speaker's time; however, they do not have to use all of the time allotted. There is no limit to the number of times a delegation (Member States, Observer State, or NGO) may address the committee; however, they must wait until they have spoken before placing their name back on the speakers' list. No member can be on the speakers' list more than once at a time. Important points regarding practice as it relates to the speakers' list include:

- **Closing/Reopening the List:** Motions can be made to close the speakers' list at any time, or the speakers' list can be closed by exhausting the list. If a motion is passed by a simple majority to close the speakers' list, a separate motion can be brought forth to reopen the speakers' list by a simple majority.
- **Exhausting the List:** Once the speakers' list has been exhausted, a motion cannot reopen the speakers' list. If the speakers' list is exhausted, debate on the agenda topic will be considered closed, even without a motion to close debate. At that time, the committee will move directly into voting procedure. The committee will then vote on all draft resolutions submitted and approved up to that point in time. If there are no resolutions on the floor, the topic is closed without a substantive vote. All delegates should remain aware of the status of the speakers' list to avoid being caught off guard by premature or inadvertent exhaustion of the list.

Speaker's Time

The speaker's time is set automatically so that it is suitable for the committee size. For large committees, given there could be as many as 150 delegates or more on the speakers' list, a shorter time may be appropriate in the interest of allowing all delegates to speak. In a small or medium-sized committee, a longer time will allow each delegation to fully express its views on the issues. This rule should be used in the spirit of diplomacy to give each delegation an opportunity to express their views; it is not a tool to hinder debate or slow the substantive work of the body. There is no yielding of excess time to any party.



At NMUN conferences, the speaker's time is set to one minute thirty seconds (90 seconds) for large committees, and two minutes (120 seconds) for medium/small committees. In order to change the speaker's time, a delegate must approach the Dais and ask the Director whether a motion to change the speaker's time is in order. It is at the discretion of the Director whether or not to accept a motion to change the speaker's time.

See Rule 25 in the [*NMUN Rules of Procedure*](#).

Informal Debate

Under NMUN Rules of Procedure, delegates are not permitted to ask questions of other delegates during formal debate; thus, informal debate provides the opportunity to discuss their position with other delegates. Informal debate is the primary vehicle through which delegates discuss, draft, and revise working papers and amend resolutions.

It is important for delegates to engage actively in informal debate in order to:

- Represent your Member State or Observer and show that it is involved in the committee;
- Monitor what working papers are being developed;
- Seek out information related to your Member State and the thoughts and positions of other Member States;
- Through discussions, inform the positions and thoughts of other Member States;
- Negotiate with other delegations;
- Build relationships with other delegates in your committee;

- Be able to provide information to your delegation on what is occurring within your bloc(s) and committee.²

Suspension of the Meeting

Informal debate takes place once a motion to “suspend the meeting” has passed. When made, the motion should specify the length of the suspension, and it requires a majority vote to pass. It is not necessary to state a purpose for the suspension. A suspension of the meeting, also referred to informally as a “caucus,” is a procedural “time out,” so formal debate temporarily pauses and the committee can break down into smaller groups for the purpose of discussing the topic, drafting working papers, or debating the merits of various draft resolutions. The NMUN Secretariat plays no part in informal debate and the rules of procedure are not in effect, because the committee is technically not in session. However, delegates are still expected to act with the utmost decorum and respect for one another during suspensions.



Delegates should move to suspend the meeting in order to move into informal debate. Delegates should become familiar with Rule 28 in the [*NMUN Rules of Procedure*](#).

The bulk of informal negotiation and the construction of working papers will occur within, or in the close proximity of, the committee rooms during informal debate. In consideration for the other conference participants, delegates are asked to respect the formal proceedings occurring both within and between all committees participating at the conference. Finally, given the importance of decorum within committee rooms, all informal discussions should occur outside of the committee rooms while committee is in session.



Why does NMUN not use the term “caucus” in its official Rules of Procedure? That term is not used at the United Nations itself. The term “caucus” is primarily a parliamentary term utilized in North America and Europe. To try to concentrate discussions given the limited time of the conference, NMUN has traditionally utilized ‘formal’ and ‘informal’ debate even though the United Nations uses the term ‘informal consultations.’

Unlike some other Model UN simulations, NMUN does not allow a moderated caucus during which questions are posed to speakers during formal debate. However, delegates are welcome to hold an informal moderated caucus during suspension of the meeting, which they must organize and conduct on their own; the NMUN Secretariat cannot participate in any manner and delegates may not use the microphone during informal session.



Why does NMUN not allow moderated caucuses? They are not used at the United Nations itself. In striving to make the simulation as realistic as possible, NMUN has worked with the United Nations Institute for Training and Research (UNITAR) and others to follow UN procedures where possible, rather than more strictly adhering to Roberts Rules as commonly used in elected Parliaments and Congresses. Other conferences have used a different hybrid effectively. We continue to review our procedures with input from various groups, including our Advisory Group.

Diplomatic Negotiation

As previously noted, the majority of successful diplomatic negotiation occurs within informal debate. Once you have clearly understood your foreign policy on the topic, you should seek out and consult like-minded delegations to informally debate and develop working papers. Delegates should take advantage of informal debate sessions to introduce policy initiatives, as well as gather the input of other Member States, Observers, and NGOs regarding options for resolutions. Additionally, informal debate provides an opportunity to remedy contrasting opinions regarding broad policy proposals and the specific language of working papers, draft resolutions, and draft report segments.

² For more information, please see: <http://outreach.un.org/mun/guidebook/procedures/informal/purposes/>

The specific tasks undertaken during suspension of the meeting include the following:

- Building relationships with fellow delegations;
- Discussing your position with delegates;
- Seeking out information on the positions and thoughts of other delegates;
- Determining whose positions are similar to yours;
- Drafting, developing, and (in some cases) merging working papers;
- Analyzing and amending draft resolutions;
- Encouraging others to support your position and the work of you and your bloc(s);
- Engaging in negotiations and compromising with different delegations.³

Delegates will want to develop relationships with each other, grounded in common positions or values, to advance the goals of the committee and successfully put forth creative solutions to the topic at hand. Although identifying common positions is an important goal that all delegates should seek to continuously achieve over the course of the entire conference, during the initial stages of the conference, delegates should seek to meet all other delegates, make their position known, and gather general information about attitudes, intentions, and positions of other delegations.

All delegates must remain aware that in both the UN and Model UN, too much focus on an individual proposal or the language contained therein can halt the momentum of the committee. Therefore, an effective delegate will be recognized by the ability to employ negotiation strategies designed to expedite resolution of the topic under discussion. Informal debate sessions provide the best opportunity for the deployment of negotiation strategies.

Working Papers, Draft Resolutions, and Draft Report Segments

The form of the committee's work changes during informal debate. As delegates form working groups, they discuss proposals for the topic and create working papers to encapsulate them. As work progresses, working papers are submitted to the Dais for approval. Once approved, the working paper becomes a draft resolution for resolution-writing committees or a draft report segment for report-writing committees.

WORKING PAPERS	DRAFT RESOLUTIONS/REPORT SEGMENTS
<ul style="list-style-type: none">• Content can be changed and added without any formal process;• Multiple working papers can be merged into one working paper;• Sponsors may integrate ideas into other working papers to avoid duplication;• Lists all sponsors and signatories at the top of the document.	<ul style="list-style-type: none">• In draft resolutions, only operative clauses can be changed, and only by amendment;• In draft report segments, only the Conclusions and Recommendations section can be changed, and only by amendment;• Draft resolutions/report segments cannot be merged into other draft resolutions/report segments;• Draft resolutions/report segments can be withdrawn from the floor only by a friendly amendment;• Sponsors and signatories do not appear on the draft resolution/report segments because it is now the property of the committee.

³ For more information, please see: <http://outreach.un.org/mun/guidebook/procedures/informal/purposes/>

The majority of time during informal debate will be spent drafting, reviewing, and revising working papers, and later draft resolutions/draft report segments.⁴ Once delegates have developed common positions and identified strategies that are shared on how to address the topic, delegates will begin drafting working papers.

Several delegates draft working papers, with input from an even greater number of delegates. Working papers are submitted to the members of the NMUN Secretariat supporting the committee, also referred to as “the Dais,” who provide feedback and edits on each working paper.

When the Dais approves working papers, following several rounds of revisions, they are referred to as draft resolutions or draft report segments, given an official document code, and distributed to the delegates. Draft resolutions cannot be altered without an amendment.



Please see the section entitled “Resolutions and Reports at NMUN” (p. 28) in this Delegate Preparation Guide for more detail on writing working papers, draft resolutions, and reports.

Analyzing Working Papers, Draft Resolutions, and Draft Report Segments

The task of analyzing working papers, draft resolutions, and draft report segments is one of the most important aspects of being a delegate. It is essential that you give careful consideration to any proposals put forth by other delegates.

Analyzing proposals involves identifying first the topic, then the sponsor(s), and finally the intent. Once these have been established, the proposal can be examined in greater detail for the specific actions proposed. The precise wording of the draft resolution/report segment must be examined carefully when you are debating whether to support it in negotiations and how to vote. The tone of the proposal should be noted.

A mild, conciliatory document would call on parties to contribute to a common goal and might not refer to a specific solution or outcome. A stronger document could take a clear stand by condemning certain actions by a country or countries, or calling for specific actions to resolve the issue at hand.

- **Broad vs. Specific Language:** Bear in mind that some resolutions are intentionally vague, while other resolutions are more comprehensive and bring in specific details from many different sources to guide future actions. Both types can be used to gain widespread support.
- **Mandate of the Committee:** The mandate of the committee itself will dictate the strength of the resolution; if the committee is only advisory, then the wording of the resolutions will use phrases such as “suggests” and “supports.” Language can be stronger in various committees depending on their mandates. If your committee has its own budget and its own Executive Council, Executive Board, or Governing Council, then the resolution/report segment should be a detailed outline for future committee actions in that topic area.
- **References to International Documents:** The references in the preamble should be checked; delegates should know if their state opposed a certain UN resolution or opposes items mentioned in the preamble.

If a Member State’s policies support the general goal of the resolution, but delegates have reservations about certain wording in sections of the resolution, they should attempt to seek changes in the language to make the resolution/report segment more acceptable. The basic objective of the simulation is for students to learn the process of negotiation and how to reach consensus on the topics before the committee, despite differences of position.

⁴ The NMUN Secretariat will make draft resolutions/draft report segments available online once approved; print copies will be available upon request for delegates without electronic devices. Copies of working papers will not be provided. Should delegates wish to circulate paper copies of working papers, they are welcome to pay for copies in Conference Services. See Resolutions and Reports below for further details.

Consensus-Based Committees

A few committees at NMUN may require consensus in order to adopt a resolution or report segment, and/or will allow only the adoption of one final document. When a committee requires consensus to pass documents, any vote in opposition (a “No” vote) results in failure. An abstention in a consensus committee does not signify a vote in opposition, and a proposed resolution can still pass with abstentions in a consensus committee. The NMUN website and Background Guides identify if a committee is not resolution-writing, or if it does not adopt resolutions by a simple majority. Delegates in these committees must keep this requirement in mind at all times and adjust their negotiation strategies accordingly.



Delegates should become familiar with Rules 33, 47, 48, and 49 in the [NMUN Rules of Procedure](#).

Amending Draft Resolutions / Draft Report Segments

An amendment is a clarification or a change to a draft resolution or draft report segment that incorporates additional interests or addresses a concern expressed by Member States regarding wording or content. Keep in mind that prior to formal acceptance of a draft resolution or draft report segment, changes can be incorporated into it without resorting to the amendment process if all the sponsors are in agreement. This should be done during informal debate. Once a document is accepted as a draft resolution or draft report segment, any proposed amendments can affect only operative clauses (resolutions) or the Conclusions and Recommendations (report segments); preambular clauses (resolutions) or the Introduction (report segments) can be altered only when the document is still a working paper.



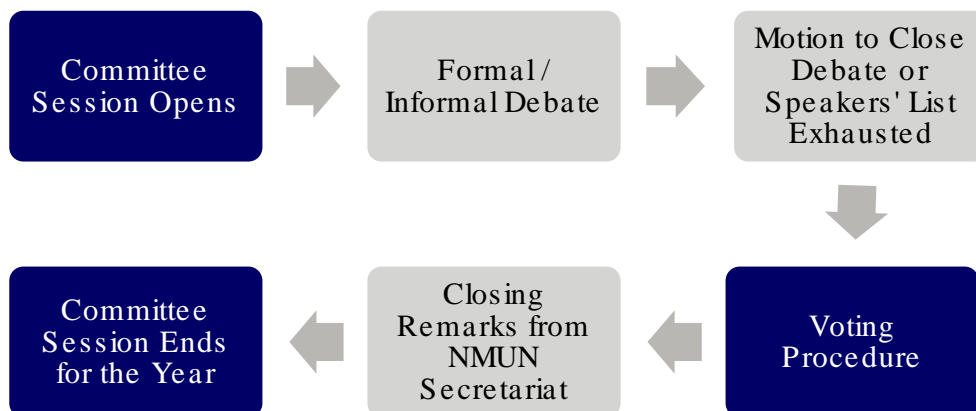
Delegates should become familiar with Rules 6 to 17 in the [NMUN Rules of Procedure](#).

Voting Procedure and Closing Session

Before moving into voting procedure, delegates will review the draft resolutions/report segments distributed to the committee and submit any amendments to the Dais. The committee may move into voting procedure either by exhausting the speakers’ list or through a motion to close debate. At the conclusion of voting on all draft resolutions for a topic, the committee will immediately move into consideration of the next topic on the agenda.

For most committees, voting procedure takes place during the final committee session, also referred to as the closing session. Small and medium committees may discuss multiple topics; thus, voting procedure could take place several times over the course of the conference.

Below is an example of the flow of a closing session involving voting procedure; please be aware it could vary depending on your committee.



Voting procedure is an extremely formal part of the conference: during voting there is no speaking to other delegates, and no delegates may leave or re-enter the room once the procedure is underway. Only a limited number of points and motions are in order during voting procedure. These points and motions, in order of precedence, are as follows:

- **Point of Order:** To correct an error in procedure. No debate, no vote – addressed by the Chair.
- **Appeal of the Chair:** To challenge a decision of the Chair. No debate, majority vote.
- **Division of the Question:** To consider clause(s) separately from the rest of a draft resolution/report segment in order to highlight their importance in an annex. Consists of: (1) a procedural vote (simple majority) to decide whether to divide the clauses into a separate annex (allows two speakers for and two speakers against); (2) if successful, a substantive vote (majority) to decide whether to adopt the annex.
- **Roll Call Vote:** Vote by roll call, rather than show of placards. No debate, no vote – automatically granted by the Chair.
- **Adopt by Acclamation:** To adopt a draft resolution/report segment as a body by consensus. No debate, no vote – the Chair will ask for any opposition. Members should oppose this motion only if they intend to vote against the draft resolution/report segment.



Please see Rules 41 to 50 of the [*NMUN Rules of Procedure*](#) for further details regarding voting procedure.

At the end of the final committee session, delegates will conclude the session through a motion to adjourn the meeting, which requires a simple majority. The Chair may ask delegates to finish their session prior to the closing time to allow for closing remarks from the NMUN Secretariat.

Role of the NMUN Secretariat in Committee

Members of the NMUN Secretariat serve as the “Dais” in each committee, fulfilling the role of Director and Assistant Director (depending on committee size):

- The Director is the final authority on substantive matters in committee. The Director and the Assistant Director will often require multiple revisions to a working paper, including changes in format and/or content, before it can be submitted to the committee at large. The purpose of editing is educational, according to the NMUN mission. To this end, the Secretariat will:
 - Ask delegates to remove duplication of prior work of the committee;
 - Ask delegates to remove items that are factually incorrect;
 - Encourage delegates to work towards resolving the topic under discussion, if the content of the paper does not directly address it;
 - Ask delegates to clarify items such as the budgeting and financing of their proposals, how the proposals will be operationalized and by whom, and the timeframe of the proposals;
 - Prompt delegates to develop their ideas with pertinent questions;
- At their discretion, the Director and the Assistant Director may ask two or more groups to combine or merge similar working papers before approval.

Specifics of the Security Council

Special Rules

It is highly recommended that delegates of the Security Council familiarize themselves with the NMUN Rules of Procedure prior to the conference. There are a number of rules that apply only to the Security Council and which are necessary to understand the flow of committee, procedural and substantive voting procedures, and other unique situations that may be presented to the Security Council.



Rules in the *NMUN Rules of Procedure* applying only to the Security Council are indicated in the text with the denotation: (Security Council only).

Quorum and Veto

Nine Member States represent the “simple majority” of the Council, and as such, nine votes in favor are needed for any Security Council decision, whether procedural or substantive.

Substantive decisions also require concurring votes of the permanent members, i.e. no negative votes, also known as “vetoes” by the Permanent Five (P-5) Member States of the Security Council (China, France, the Russian Federation, the United Kingdom of Great Britain and Northern Ireland, and the United States of America).



Delegates should become familiar with Rules 20 and 43 in the *NMUN Rules of Procedure*.

Flow of Committee

The first item of the provisional agenda for each meeting of the Security Council shall be the adoption of the agenda. Adoption of the agenda is a *procedural vote* and, as such, it requires nine votes in favor to pass, in accordance with Article 27 (2) of the *Charter of the United Nations*. The veto does not apply for procedural votes.

The Security Council is the only committee simulated at NMUN that may adopt agenda items outside the topics listed in the Background Guide. The Security Council therefore can move between topics over the course of the conference. Delegates assigned to the Security Council should stay abreast of current issues over the course of their preparations leading up to the conference.

Urgent Circumstances

At NMUN, the agenda of the Security Council may be amended under “urgent circumstances.” The determination of an item as “urgent” is subject to the discretion of the Members of the Security Council. If an item is determined to be of such a character, then it requires a *substantive vote* (and thus nine votes in favor with concurring votes of the permanent members) to be placed on the agenda. If placed on the agenda, the agenda item shall be placed at the top of the agenda, and the Security Council shall immediately begin discussion on the new topic. Upon concluding voting procedure on an agenda item deemed “urgent,” the Security Council will return to the topic previously under discussion. Should any further developments be brought to the attention of the Security Council, the provisional agenda may be amended again to add the same agenda item deemed “urgent” to address the new developments. Likewise, a different issue might be deemed “urgent” and can be considered by using the same procedure.

Amending the Agenda

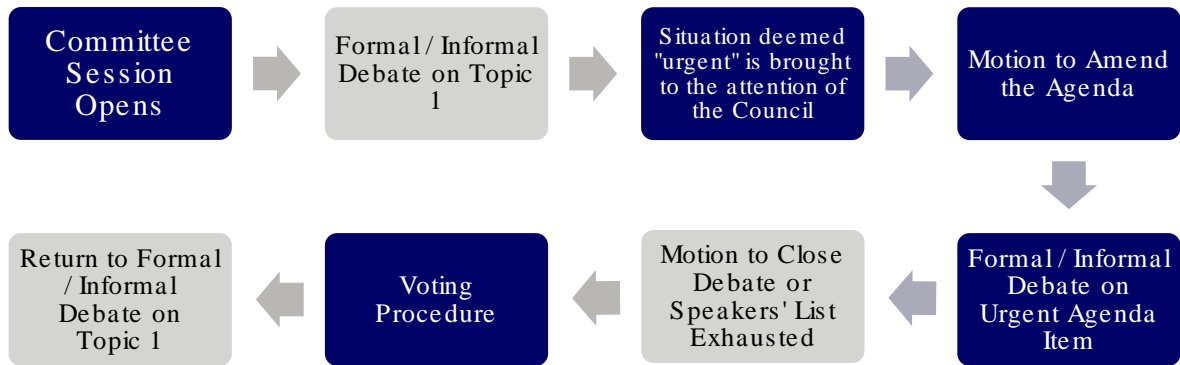
Should a matter of “urgent circumstance” be brought to the attention of the Security Council, Members may amend the



Delegates should become familiar with Rule 11 in the *NMUN Rules of Procedure*.

agenda in order to take action on the urgent item. While the agenda can be amended at any time to address an item deemed “urgent,” it is intended to allow the Security Council to make decisions and produce outcome documents on the urgent matter.

If Member States do not yet wish to take a decision on the urgent matter, they should wait to amend the agenda. Amending the agenda is not required and may not occur in your committee. Below is an example of the flow of this process; please be aware it could vary depending on your committee and it may occur multiple times throughout the conference.



Outcome Documents

Unlike the other committees simulated at NMUN that have just one type of outcome document, resolutions or reports, the Security Council can adopt three types of outcome documents: resolutions, presidential statements, and press statements.

The most common type of document that you will adopt as a delegate will be resolutions; however, in some cases, a presidential statement or press statement might be more appropriate, based on the topic under discussion or the dynamics of the committee. Generally, resolutions and presidential statements are adopted following formal consideration of a subject, whereas a press statement is usually adopted in immediate response to an incident. As the Security Council can move between topics over the course of the conference, it is possible that the committee may choose to adopt a press statement or presidential statement initially, and then a resolution after deliberations, should there be further developments on a situation brought to the attention of the Security Council.

Resolutions

Resolutions are formal expressions of the opinion or will of United Nations organs. A resolution is the most appropriate means of applying political pressure on Member States, expressing an opinion on an important issue, or recommending action to be taken by Member States, the United Nations, or some other agency. The only body that may produce resolutions that are binding upon the Member States of the United Nations is the Security Council, though not all Security Council resolutions or parts thereof are binding. Binding resolutions are utilized when undertaking action under Chapter VII of the *Charter of the United Nations*, including when renewing mandates of peacekeeping and political missions and establishing sanctions.

At NMUN, the Security Council may adopt resolutions on any topic on their agenda, as well as on urgent circumstances brought to the attention of the Security Council during the conference. Multiple resolutions may be adopted on a topic; however, if the Security Council is establishing, modifying, or renewing the mandate of a peacekeeping or political operation or a sanctions regime, the mandate must be contained in one resolution.

“*Decides to remain seized of the matter*” is always added as the very last line of a Security Council resolution.

Presidential Statements (PRSTs)

Presidential statements (PRSTs) do not have the same weight as a resolution, and are not legally binding. They are action-oriented, as opposed to Press Statements (see below), which are meant to express joint opinions. PRSTs are

adopted by consensus and are meant to reflect the opinion of the entire Security Council. They are often adopted when the Security Council wants to take action on a subject, but cannot reach agreement on a resolution. For example, Security Council Members might all agree that a situation warrants attention by the international community; however, the specific way in which to take action cannot be agreed upon. This might be a situation when a PRST is issued. PRSTs are often adopted in urgent circumstances or in order to emphasize particular aspects of a situation. For example, in advance of elections in a country being discussed by the Security Council, the body will issue a presidential statement reinforcing its previous resolutions or recognizing progress.

At NMUN, a presidential statement is drafted and adopted in replacement of a resolution; therefore, a PRST and a resolution cannot be adopted on the same topic during the same voting procedure. However, in the event of an “urgent circumstance” brought to the attention of the Security Council following the adoption of a PRST, delegates may return to discussion on the topic and could decide to adopt a resolution.

Two PRSTs cannot be adopted on the same topic unless they are on different aspects. For example, in 2014, the Security Council adopted two presidential statements on Afghanistan – one focused on drug trafficking and one focused on elections. PRSTs are adopted by consensus and cannot be divided. In voting procedure, the Chair will ask if there is any opposition to adopting the PRST and will not take a placard vote.

Press Statements

Press statements are not as significant as resolutions or PRSTs and they are used to indicate the Security Council’s opinion on an urgent circumstance or recent event. Press statements are usually issued in two situations: (1) In response to a “specific event, such as a terrorist act, violence against UN personnel, a natural disaster or the death of a head of state or other prominent personality;” or (2) In an effort to convey a political message in rapid response or if a specific event has occurred or is imminent such as a briefing, an election, or international event like a conference that is on the Security Council’s agenda. For example, press statements were issued in response to specific attacks by Boko Haram (SC/11768 and SC/11763). They expressed outrage at the attacks, called for accountability, and referred to future actions by the Security Council and international community, broadly.

At NMUN, the Security Council may only issue press statements in the event of an urgent circumstance brought to its attention during the conference. The body may issue a press statement and resolution or presidential statement on the same topic. Press statements are adopted by consensus and cannot be divided. In voting procedures, the Chair will ask if there is any opposition to adopting the press statement and will not take a placard vote.

Voting Procedure

Voting in the Security Council shall be in accordance with the relevant Articles of the Charter and of the *Statute of the International Court of Justice*. According to Article 27(2) of the Charter, decisions of the Security Council on procedural matters shall be made by an affirmative vote of nine members. Article 27(3) states that all substantive decisions shall be made by an affirmative vote of nine members, including the concurring votes of the permanent members.

In the Security Council, the majority required for each type of outcome document is as follows:

- **Resolutions:** Affirmative vote of nine members, including the concurring votes of the permanent members;
- **Presidential Statement (PRST):** Consensus;
- **Press Statements:** Consensus.

For details regarding voting procedure at NMUN, please see the [NMUN Rules of Procedure](#).

Resolutions and Reports at NMUN

Introduction

The substantive work of committees at NMUN conferences generally takes the form of either resolutions or reports.

Although delegates are encouraged to develop resolution and report writing skills both in class scenarios and at regional MUN simulations, NMUN conferences will not accept any pre-written resolutions or reports. This determination is at the sole discretion of the Secretariat. Due to the goal of creating an environment where the skills of compromise and conflict resolution can be learned, delegates may be asked to merge working papers with other individuals working on the same issue in a committee. In addition, any delegates found to be submitting plagiarized material within resolutions will be subject to dismissal from further participation within the conference. Although UN documents are within the public domain, the verbatim exploitation of these documents will not be permitted at the conference.

NMUN is aware that many committees at the UN itself adopt similar resolutions in a periodic fashion, operating with what is called “agreed language.” Agreed language is exact wording that appears regularly in the resolutions of a committee on a certain topic that it discusses often. As some of the topics discussed at NMUN reflect current agenda items from the UN, it is acceptable for a working paper to use a small amount of the committee’s agreed language in the preambular clauses if used sparingly; however, it is important for delegates to avoid plagiarism and the use of any other verbatim materials in their working papers.

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- Structure
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NMUN conferences will not accept any pre-written resolutions or reports. Further, any delegates found to be submitting plagiarized material (i.e. verbatim materials) within resolutions or reports will be subject to dismissal from further participation at the conference.

Working Paper

This is the earliest stage of the resolution and report writing process. The document is still a work-in-progress and has not been accepted or coded by the Dais (except perhaps informally during the editing process); however, the Dais often has begun to make comments and edits to it. Working papers are not distributed to the Committee formally by the Dais, but delegates may make copies at their own cost and distribute them should they choose. Delegates cannot directly advocate or lobby for specific working papers in formal speeches, but can speak to what is contained in working papers in an explanatory and descriptive manner and can invite collaboration from others. As delegates work on working papers and receive edits from the Dais, changes can be incorporated directly into the working paper.

Draft Resolution / Draft Report Segment

This is the second stage of the process, in which the committee may formally debate the merits of the document and begin the amendment process. Draft resolutions and draft report segments have been accepted by the Dais, coded, and distributed to the committee for consideration ahead of a substantive vote. Please note that draft resolutions can only be altered through amendments.

Resolution / Report Segment

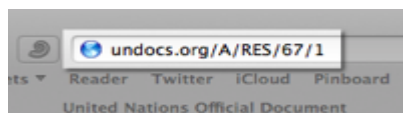
This term refers only to draft resolutions or draft report segments adopted by a substantive vote of the committee or adopted by acclamation. Resolutions and report segments include all friendly and unfriendly amendments the committee has accepted in a substantive vote, and reflect all successful divisions of the question.

Drafting and Negotiation

Delegates work to draft what will eventually become resolutions or reports. There is very little substantive difference between resolutions and reports; we have laid out some of the key characteristics below.

RESOLUTION	REPORT
<ul style="list-style-type: none">• When resolutions are first drafted, they are called working papers;• Once working papers are approved by the Dais, they become draft resolutions;• Provides context and background information for topic (Preambular Clauses);• Details specific actions the committee is taking, or calling upon other actors to take (Operative Clauses);• Structured as follows:<ul style="list-style-type: none">○ Heading○ Preambular Clauses○ Operative Clauses• Resolutions are comprised of multiple clauses;• Resolutions do not contain any periods until the last clause, but instead are one sentence with semicolons and commas separating each clause;• Multiple draft resolutions can be adopted on the same agenda item, which represent the final outcome documents of the committee on an agenda item.	<ul style="list-style-type: none">• Reports are a combination of multiple draft report segments;• When reports are first drafted, they are called working papers;• Once working papers are approved by the Dais, they become draft report segments;• Provides context and background information for the topic (Introduction);• Details key issues of importance on the topic and specific actions the committee is taking or calling upon others to take (Conclusions and Recommendations);• Structured as follows:<ul style="list-style-type: none">○ Heading○ Introduction○ Mandate (provided by NMUN Secretariat)○ Conclusions and Recommendations• Reports are comprised of multiple paragraphs;• Reports contain complete sentences and paragraphs with periods;• All adopted report segments will be combined at the end of the conference by the NMUN Secretariat into a single report, which represents the final outcome document of the committee on an agenda item;• Multiple draft report segments can be adopted on the same topic only if they address different aspects of the agenda item.

Accessing UN Documents



As you are drafting your working paper, if you want to access a UN document for research purposes and you have a United Nations Document Symbol, the easiest way to download a document is to add the document code after the following URL: <http://undocs.org>

For example, if you want to access GA resolution 67/1, type into your browser: <http://undocs.org/A/RES/67/1>
So, to access documents via UN Docs, simply type in undocs.org/ + the official code for the desired document.

Working Papers

Once the agenda is adopted, and the committee begins discussing a specific topic in both formal and informal session, groups of delegations will begin to work together on writing resolutions or report segments. During the initial writing and revision stages, these documents are referred to as **working papers**. Working papers are drafted, and are then discussed with a larger number of delegations and revised or merged as needed according to their input. Working papers are submitted to the Dais for review and feedback. Working papers may go through several revisions before being approved as a draft resolution. Changes can be incorporating directly into the working paper, as it has not yet been approved by the Dais. In order to ensure correct formatting and to discourage pre-written resolutions or reports, delegates are required to use the templates provided in Conference Services or online on the NMUN website. The NMUN Secretariat will not accept documents using a different template.



NMUN provides a template for all delegates to utilize when drafting working papers. The NMUN Secretariat will not accept documents that are not on the NMUN template.

Sponsors and Signatories

The required number of signatures for a paper to be submitted is equivalent to 20% of the membership in attendance during the first committee session, or five – whichever is greater. This can be any combination of sponsors and signatories, with a minimum of one sponsor. The Dais will provide the required number after the first session’s roll call. When the sponsors feel that the working paper is complete, in the correct format, and ready to be considered by the entire body, they may submit it to the Dais.

SPONSOR	SIGNATORY
<ul style="list-style-type: none">• Member States who create the content along with other delegates and are responsible for seeing it through until voted on;• Can approve friendly amendments;• Member States acting as sponsors of a working paper should be prepared to be available to defend the draft resolution or report segment and answer questions regarding it during session hours;• Sponsorship has no other advantages at NMUN and is not an awards criterion.	<ul style="list-style-type: none">• Member States, Observer States, or NGOs who are interested in bringing the working paper forward for consideration by the committee;• Often support the content of the paper but were not necessarily instrumental in creating it and may ultimately disagree with its content.

Draft Resolutions / Report Segments

After approval, the working paper is assigned a number, considered a draft resolution or draft report segment, and sent to Conference Services for printing or posting online. At this time, the names of all sponsors and signatories are removed from the document by the NMUN Secretariat.

The distribution of a draft resolution or draft report segment (either electronically or by paper) is considered to be its formal introduction to the committee – no procedural motion or reading of the draft resolution by a sponsor is necessary. If distributed by paper copy, these copies will be provided by NMUN free of charge; all draft resolutions will be available on the conference website and only a limited number of paper copies will be provided.

Once a draft resolution or draft report segment has been introduced, it is formally debated as part of the topic area, and amendments may be proposed. It can also be referred to in speeches made during formal debate.

Amendments

An amendment is a clarification or a change in a draft resolution or draft report segment that incorporates additional interests or concerns after a working paper has been formally submitted to a committee. **Preambular clauses of draft resolutions, and the Introduction and Mandate of report segments, cannot be amended.** There are two types of amendments:

FRIENDLY	UNFRIENDLY
<ul style="list-style-type: none">• A friendly amendment is proposed by any member of the body in writing and accepted by the original sponsors of the document; it is typically used to clarify the point. Upon agreement of all of the original sponsors, the change is incorporated into the proposal without a vote by the committee.• One important note – if a sponsor of a working paper is not in the room to approve of an amendment, even if every other sponsor approves, the amendment becomes unfriendly.	<ul style="list-style-type: none">• An unfriendly amendment is a modification that can be proposed by any member of the body, but does not have the support of all the sponsors.• Unfriendly amendments must be formally submitted to the Dais in writing previous to voting procedure, with the requisite number of signatures (20% or 5) for the committee.• A debate and a vote will be held on all unfriendly amendments to a draft resolution or report segment immediately prior to the vote on the entire draft resolution or report segment. If multiple unfriendly amendments are submitted, the Dais will call for a vote on each unfriendly amendment in order of most to least severe in its effect on the original substance of the draft resolution or report segment.



Delegates should become familiar with Rules 33, 47, 48, and 49 in the *NMUN Rules of Procedure*.

Further, all delegates should review the [NMUN Rules of Procedure](#) in full, available on the NMUN website, as additional guidance in their preparation for the conference.



What can or cannot be amended?

- Amendments can be written to add, change, or remove one or several operative clauses or subclauses; they may add and/or strike words, phrases, or whole clauses;
- Amendments cannot be written to remove all operative clauses;
- Amendments cannot be written to add, change, or remove preambular clauses from draft resolutions, or the Introduction/Mandate from draft report segments;
- All spelling, format, and grammatical errors are considered corrected automatically; no amendment is necessary.

Important Considerations

In addition to understanding the topic at hand, the position of their country, and the process for drafting reports and resolutions, delegates should consider some additional factors when developing working papers.

Mandate

The mandate of your committee should be the starting point for determining what action can be taken on the topic at hand. The mandate defines what the committee has been given the authority or purpose to do – it is within these parameters that delegates should develop working papers. For example, the Security Council is the only body that can decide to use military force (Chapter VII of the *Charter of the United Nations*); the First Committee, although also discussing matters of peace and security, does not have this ability. Delegates can find details regarding the mandate, as well as functions and powers, of their committee in the Committee Overview in the Background Guide.

Build on the Existing Foundation

UN resolutions and reports are not adopted in a vacuum, but in the context established by prior international instruments and various international treaties or other agreements, as well as previous resolutions on the topic under discussion. These instruments establish the political and legal foundations upon which deliberations can begin. As such, delegates are fully expected to integrate the relevant documents in position papers and in draft resolutions and reports. The Committee Overview, as well as the “International and Regional Framework” and “Role of the International System” sub-sections within the topic sections in the Background Guide, indicate instruments of particular relevance to each committee.

Who Can Implement?

When writing a resolution or a report, it is important to identify multiple actors who can address the issue, beyond Member States alone. These may include:

- **Committee:** The committee can take action on the topic within the remit of its mandate. Examples, depending on the mandate, include strengthening existing or creating new programs and initiatives, making recommendations to the General Assembly, inviting ECOSOC and its subsidiaries to take action such as establishing ad hoc working groups or inter-agency task teams, requesting Executive Directors to align policy and allocate resources, and collaborate with other UN agencies and invite partners to provide technical and financial support.
- **UN Secretary-General/Secretariat:** Delegates can request that the UN Secretary-General or the Secretariat provide a report to the committee, or provide support to Member States on a particular issue;
- **Regional organizations:** Some actions are better taken at a less centralized level. A resolution can suggest, welcome, recommend, etc., international organizations such as the European Union, the African Union, the Association of Southeast Asian Nations, and many more to take action;
- **Civil society/NGOs:** NGOs are specialized organizations on certain issues. A resolution may ask an NGO to be involved in certain matters, assist with their knowledge, or may generally encourage civil society engagement.

Moving Beyond the Status Quo

By welcoming delegates from all over the world, NMUN provides a true opportunity for intercultural learning and understanding in an international environment. The chance to debate and create during this conference requires delegates to embrace different perspectives and collaborate on new ideas. Participants are fully encouraged to challenge themselves and capitalize on this unique experience. Delegates should take the opportunity to think outside the box and develop creative ideas that move beyond the status quo on the topics at hand. Often, actual UN committees have debated similar topics over many years with limited progress; delegates should strive to realistically simulate the position of their Member State, but should not feel constrained by the UN’s previous actions on an issue.

Resolutions

Resolutions represent the formal recommendations and/or decisions of the committee on the topic at hand. They are documents in which the body expresses a commitment to undertake certain action, or which calls on Member States to implement certain measures. Resolutions thus represent a form of political commitment. Please note, however, that resolutions are, with the exception of Security Council resolutions, *not* legally binding.

Resolutions give a formal voice to the stance and/or desire for action of a UN entity. Resolutions are split into two main parts: a preamble section and an operative section. In the preamble, the background and foundation of a topic are discussed. In the [operative section](#), information is given on what action the body believes should be taken.

A resolution is the most appropriate means of applying political pressure on Member States, expressing an opinion on an important issue, or recommending action to be taken by Member States, the UN, or some other agency. When debate is exhausted or ended, the body then votes on each proposed resolution and amendment and the issue is then considered closed.

A draft resolution only becomes a resolution if it is approved by the committee in voting procedure. Delegates should be aware during voting procedure that the committee should not adopt contradicting resolutions, but should rather speak with a coherent voice.

A sample working paper can be found in Annex I of this Guide.

Structure

UN resolutions follow a common format. Each resolution has a heading, preambular clauses, and operative clauses. The entire resolution consists of one long sentence, with commas and semicolons throughout, and only one period at the very end.



To become familiar with rules related to resolutions, see Rule 33 in the [NMUN Rules of Procedure](#).

Formatting

Working papers should be single-spaced, with each line numbered in the left-hand margin. The first word in each clause should be italicized. All working paper submissions must be submitted on the official template available at Conference Services and online from the NMUN website. The official template includes predefined styles that must be applied to each element of a working paper. The NMUN Secretariat will not accept draft resolutions based on other file templates.

Please note that editing a working paper in Google Docs or saving a working paper on Google Drive will corrupt the official template. Editing or saving a paper in Drive will likely require delegates to copy/paste their content into a new copy of the template in Microsoft Word. Delegates should check formatting as a final step prior to submission.

Heading

The heading is the identifying part of the draft resolution. The heading answers several questions. It explains where the resolution is directed (to which committee it is to be referred), what the topic of discussion is, and who has written and sponsored it.

Preambular Clauses

The purpose of the preamble (referred to at the UN as a “preambular paragraph”) is to supply historical background for the issue as well as justify the action to be taken. Preambular clauses serve to describe the foundation of what will be discussed in the operative clauses and the actions that will be invoked in the second section of the resolution. Preambular clauses can support specific arguments discussed in the resolution, and can also help gather support for ideas. A “lack of precision” in preambular clauses can be appropriate when pointing to general ideas related to certain issues.⁵ The preamble is critical because it provides the framework through which the problems of the topic are viewed and helps support the solutions that are proposed in the resolution.



Remember that preambular clauses generally begin with present participles (written in italics) and are always followed by a comma. For example:

Recognizing that poverty eradication and the achievement and preservation of peace are mutually reinforcing, and recognizing also that peace is inextricably linked to equality between women and men and to development,

The clauses should proceed from the broadest concept (e.g. citing the *Charter of the United Nations*) to the most specific (e.g. citing a meeting that occurred on a specific date). Further, specificity should go in historical or chronological order. Some elements that you should consider including are the following:

- ***Charter of the United Nations*:** If the preamble discusses the Charter, this preambular clause should appear first, since it is a founding element of the work of the UN. If the preamble of a resolution will both refer to the Charter generally in one clause and then in another clause will refer to specific Articles or Chapters of the Charter, the general reference should appear first and the clause with the specific reference should appear next.⁶
- **Relevant international legal precedents or resolutions from UN entities:** References to relevant international human rights or humanitarian conventions, as well as previous resolutions or international documents, would come after references to the *Charter of the United Nations*. References to UN documents should list the committee and then the document code, such as General Assembly resolution 65/141. References to UN documents should avoid using “A/RES,” “E/RES,” or similar descriptive material in the preambular clause (so, “General Assembly resolution 65/141 of 2011” would be listed in the preambular clause when referring to this GA resolution rather than simply listing “A/RES/65/141”).
- **Observations regarding the topic under discussion:** Next, there should be several clauses that provide an overview of the content or driving ideas of the resolution, which provides a foundation to the rest of the resolution. This helps establish the action that will be called for later in the operative clauses. The preamble should also specifically refer to factual situations, statistics, or incidents.

⁵ For more information, please see: <http://outreach.un.org/mun/guidebook/skills/drafting-resolutions/>

⁶ For more information, please see: <http://outreach.un.org/mun/guidebook/skills/drafting-resolutions/>

List of Preambular Clauses

<i>Acknowledges</i>	<i>Acknowledges with deep gratitude</i>	<i>Acknowledging</i>
<i>Affirming</i>	<i>Again requests</i>	<i>Alarmed</i>
<i>Alarmed and concerned</i>	<i>Also bearing in mind</i>	<i>Appealing</i>
<i>Appreciating</i>	<i>Appreciating Highly</i>	<i>Approving</i>
<i>Aware</i>	<i>Basing itself</i>	<i>Bearing in mind</i>
<i>Believing</i>	<i>Calling attention</i>	<i>Cognizant</i>
<i>Concerned</i>	<i>Confident</i>	<i>Conscious</i>
<i>Considering</i>	<i>Contemplating</i>	<i>Continuing to take the view</i>
<i>Convinced</i>	<i>Declaring</i>	<i>Deeply alarmed</i>
<i>Deeply appreciative</i>	<i>Deeply conscious</i>	<i>Deeply convinced</i>
<i>Deeply disturbed</i>	<i>Deeply regretting</i>	<i>Deploring</i>
<i>Desiring</i>	<i>Desirous</i>	<i>Determined</i>
<i>Dismayed</i>	<i>Distressed</i>	<i>Emphasizing</i>
<i>Encouraged</i>	<i>Expecting</i>	<i>Expressing (its) appreciation</i>
<i>Expressing (its) concern</i>	<i>Expressing (its) deep concern</i>	<i>Expressing (its) grave concern</i>
<i>Expressing (its) regret</i>	<i>Expressing (its) satisfaction</i>	<i>Expressing (its) utmost concern</i>
<i>Finding</i>	<i>Firmly convinced</i>	<i>Fulfilling</i>
<i>Fully alarmed</i>	<i>Fully aware</i>	<i>Further believing</i>
<i>Further deploring</i>	<i>Further recalling</i>	<i>Gravely concerned</i>
<i>Guided</i>	<i>Having</i>	<i>Having adopted</i>
<i>Having considered</i>	<i>Having considered further</i>	<i>Having constituted</i>
<i>Having devoted attention</i>	<i>Having examined</i>	<i>Having heard</i>
<i>Having met</i>	<i>Having received</i>	<i>Having received and examined</i>
<i>Having regarded</i>	<i>Having studied</i>	<i>Inter alia (among other things)</i>
<i>Keeping in mind</i>	<i>Looking forward</i>	<i>Mindful</i>
<i>Noting interest (with)</i>	<i>Noting alarm (with)</i>	<i>Noting also</i>
<i>Noting appreciation (with)</i>	<i>Noting approval (with)</i>	<i>Noting concern (with)</i>
<i>Noting deep concern (with)</i>	<i>Noting further (with)</i>	<i>Noting gratitude (with)</i>
<i>Noting regret (with) satisfaction</i>	<i>Observing</i>	<i>Paying tribute</i>
<i>Profoundly concerned</i>	<i>Reaffirming</i>	<i>Realizing</i>
<i>Recalling further</i>	<i>Recognizing</i>	<i>Reconfirming</i>
<i>Re-emphasizing</i>	<i>Referring</i>	<i>Regretting</i>
<i>Reiterating (its) dismay</i>	<i>Reiterating (its) appreciation</i>	<i>Reiterating (its) conviction</i>
<i>Resolving</i>	<i>Seeking</i>	<i>Seriously concerned</i>
<i>Solemnly declares proclaims</i>	<i>Stresses its desire</i>	<i>Stressing once again</i>
<i>Strongly emphasizes supporting</i>	<i>Supporting fully</i>	<i>Taking into account</i>
<i>Taking into consideration</i>	<i>Taking note</i>	<i>Taking note also</i>
<i>Taking note with satisfaction</i>	<i>Underlining</i>	<i>Underscoring</i>
<i>Urging</i>	<i>Viewing with appreciation</i>	<i>Welcoming also</i>
<i>Wishing</i>		

Operative Clauses

The solution (or what the committee is going to do on the topic) in a resolution is presented through a logical progression of sequentially numbered operative clauses (referred to in the UN as an “operative paragraph”).

The language of operative clauses should be specific, to suggest action going forward. These clauses may recommend, urge, condemn, encourage, request certain actions, or state an opinion regarding an existing situation. Each operative clause calls for a specific action. The action may be as vague as denunciation of a certain situation or a call for negotiations, or as specific as a call for a ceasefire or a monetary commitment for a particular project.

It is important to bear in mind that only Security Council resolutions are binding upon the international community, and the GA, ECOSOC, and their respective subsidiary bodies can only make recommendations. The scope, power, and authority of a committee determine what may be included in the operative clauses. Resolutions are rarely complete solutions to a problem; they are usually only one step in the process of developing a solution. Resolutions drafted over the course of the conference should seek to identify gaps in existing international policy and address these gaps with innovative and concrete solutions.

Subclauses

Operative clauses can have subclauses to provide further detail for complex ideas. A subclause is part of a whole and cannot stand alone as a complete clause; instead, subclauses augment an operative clause to explain a whole idea/proposal and form a complete clause. Therefore, each subclause must logically continue the parent operative clause and exhibit a parallel structure, as demonstrated below. Additionally, there must be at least two subclauses if employed; there cannot be only one subclause.

See below for an example of an operative clause with subclauses:

1. *Endorses* the Plan of Action for Sustainable Environmental Education Development (SEED), beginning with an 18-month pilot program that will:
 - a. Highlight the importance of education, focusing on farmers in rural areas and Somalis in refugee camps;
 - b. Strengthen farmers and women working in the agricultural sector by:
 - i. Creating a series of educational programs which allow for women to be taught by women, thereby aligning with their cultural circumstance;
 - ii. Proposing the use of viable, secure, and farmable land within Somalia for the purpose of practical training;
 - iii. Teaching alternative farming methods such as crop rotation and tunnel farming, and introduce up-to-date agricultural technologies;



Remember that operative clauses begin with an active, present tense verb (in italics) and are followed by a semicolon, with a period placed after the final clause. Operative clauses can have sub-clauses.

1. *Urges* all Governments to fully implement Security Council resolution 1325 (2000) by:

- a. Developing national action plans with budgetary allocations that identify concrete strategies for national-level implementation;
- b. Developing formal consultation mechanisms to support civil society engagement and capacity-building in post-conflict peacebuilding processes, with a particular focus on women’s organizations;
- c. Strengthening efforts to support the recruitment and participation of female candidates for elected office;
- d. Mainstreaming gender as a cross-cutting issue across all peace, security, and development efforts;
- e. Integrating gender-based analysis as an essential component of policymaking processes across all levels;

Subclauses allow for the full development of clauses and are therefore useful for explaining and giving sufficient detail for clauses that deal with items such as the establishment of new programs and initiatives, technical proposals, and financing for proposals. In this example, the subclauses elucidate the details for a new pilot program, giving two purposes for its creation and the methods by which the initiative will be implemented.

Word Choice

Some points to consider when drafting operative clauses:

- The word used most frequently to begin an operative clause is *Requests*. This word is considered neutral in its meaning.
- When a General Assembly resolution has an operative clause that requests action on the part of the Security Council, this is phrased in a way that is considered polite; *Recommends* or *Invites* are appropriate operative phrases in this circumstance.
- For situations where the authors of a resolution want to evoke emotion with their operative phrases used, different words are considered stronger than others. When choosing the wording for an operative phrase, it is important to consider that you will be trying to gather support for the resolution. You should also think about what the committee's mandate is and what it can do; choose operative phrases that match this.
- Please note the operative clause *Decides to remain seized of the matter* is applicable only in the Security Council and some select IGOs.⁷

⁷ For more information, please see: <http://outreach.un.org/mun/guidebook/skills/drafting-resolutions/>

List of Operative Clauses

<i>Adopts</i>	<i>Affirms</i>	<i>Agrees</i>
<i>Appeals</i>	<i>Approves</i>	<i>Asks</i>
<i>Authorizes</i>	<i>Calls upon</i>	<i>Commends</i>
<i>Concurs</i>	<i>Condemns</i>	<i>Confirms</i>
<i>Congratulates</i>	<i>Considers</i>	<i>Decides</i>
<i>Decides accordingly</i>	<i>Declares accordingly once more</i>	<i>Demands</i>
<i>Denounces</i>	<i>Deplores</i>	<i>Designates</i>
<i>Directs attention</i>	<i>Draws attention</i>	<i>Emphasizes</i>
<i>Encourages</i>	<i>Endorses the call</i>	<i>Establishes</i>
<i>Expresses (its) appreciation</i>	<i>Expresses (its) belief</i>	<i>Expresses (its) concern</i>
<i>Expresses (its) conviction</i>	<i>Expresses (its) grave concern</i>	<i>Expresses (its) hope</i>
<i>Expresses (its) readiness</i>	<i>Expresses (its) regret</i>	<i>Expresses (its) satisfaction</i>
<i>Expresses (its) serious concern</i>	<i>Expresses (its) support</i>	<i>Expresses (its) sympathy</i>
<i>Expresses (its) thanks</i>	<i>Fully supports</i>	<i>Further invites</i>
<i>Further proclaims</i>	<i>Further recommends</i>	<i>Further reminds</i>
<i>Further requests</i>	<i>Have resolved</i>	<i>Insists</i>
<i>Instructs</i>	<i>Intends</i>	<i>Invites</i>
<i>Is fully conscious</i>	<i>Notes (with) appreciation</i>	<i>Notes (with) approval</i>
<i>Notes (with) concern</i>	<i>Notes (with) deep regret</i>	<i>Notes (with) gratification</i>
<i>Notes (with) gratitude and satisfaction</i>	<i>Notes (with) interest</i>	<i>Notes (with) profound concern</i>
<i>Notes (with) satisfaction</i>	<i>Opposes</i>	<i>Pays special tribute</i>
<i>Praises</i>	<i>Proclaims</i>	<i>Reaffirms its belief</i>
<i>Recalls</i>	<i>Recognizes</i>	<i>Recommends</i>
<i>Regrets</i>	<i>Reiterates its call upon</i>	<i>Reiterates its calls</i>
<i>Reiterates its demand</i>	<i>Reiterates its request</i>	<i>Remains deeply concerned</i>
<i>Reminds</i>	<i>Repeats</i>	<i>Requests</i>
<i>Requires</i>	<i>Reserves</i>	<i>Resolves</i>
<i>Solemnly affirms</i>	<i>Stresses its readiness</i>	<i>Strongly condemns</i>
<i>Suggests</i>	<i>Supports</i>	<i>Takes note with appreciation</i>
<i>Transmits</i>	<i>Trusts</i>	<i>Underlines with concern</i>
<i>Urges</i>	<i>Welcomes</i>	

Reports

Some committees at the conference will draft reports during the course of negotiations, instead of resolutions. These reports represent the full work of the committee in question. Whether a committee writes a report or a resolution depends on each committee's mandate. As opposed to deliberative or policymaking organs, some bodies within the UN are tasked with examining specific situations and reporting on them to a parent organ, as well as developing specific suggestions on policies to be adapted. In report-writing committees, the Dais will elaborate on the process used during the opening session. When report-writing committees are simulated, the Secretariat will provide a training session for delegates.



To become familiar with rules related to Reports, see Rule 33 in the [*NMUN Rules of Procedure*](#).

Reports are similar in nature to resolutions, with only a few key differences. Reports represent the formal conclusions and recommendations of the committee on the agenda topics at hand, in the same manner as resolutions, but in the form of one document. Committees that write resolutions typically produce a number of draft resolutions for each topic, and each one is subject to a substantive vote by the body. In a similar manner, committees that write reports produce several draft report segments and then vote on each one. The final report of these committees, however, will combine the adopted draft reports into one comprehensive report at the end of the simulation.

Another key difference is the format of reports. While resolutions consist of one long sentence, reports are a series of complete sentences. Thus, where the clauses of a resolution each contain one whole concept, a report is composed of paragraphs, each constituted by a sentence or a few sentences that contain one whole concept.

Reports follow a drafting process similar to resolutions: working paper, draft report segment, and report segment. At the end of the conference, each report segment the committee has adopted is combined into one comprehensive report. As the final report will combine all the draft segments into one coherent document, it is vitally important for delegates to work with this goal in mind as they determine the subject matter of each report segment.

Although different resolutions adopted by a body should not contradict each other either, the need for coherence is emphasized in a report. Delegates need to be conscious from the first committee session that all segments will be combined into a single document by the NMUN Secretariat. Delegates will be able to articulate diverging viewpoints in a report on matters where there is disagreement; however, this needs to be made explicit in the respective segment of the report dealing with a certain issue. Even if such disagreement exists, it must not lead to contradicting recommendations.

The NMUN Secretariat is aware of the difficulties facing delegates in drafting a coherent report, and acceptance of draft segments will take into consideration the status of working papers still circulating. A sample report working paper can be found in Annex II of this Guide.



Please see p. 41 for a diagram demonstrating the way in which report segments are combined into the final report.

Structure

A report has three basic parts: (I) Introduction, (II) Mandate, (III) Conclusions and Recommendations. The Mandate Section is provided by the NMUN Secretariat.

Within the Introduction and the Conclusions and Recommendations sections, there should be sub-headers (outlined as A, B, C, etc.) regarding the subtopics the committee is discussing. Each subtopic should have enumerated clauses that outline the substance of the report. Each sub-header (A, B, C, etc.) should be repeated in all parts of the report.

Usually, one sub-header corresponds to one draft report segment. For example, if a final report is the combination of three report segments, then sub-header A would correspond to the first segment, B to the second segment, and C to the third segment. Thus, the Introduction of the first draft report segment would become sub-header A of the Introduction of the final report, and same goes for the other parts of the report.

Introduction

The Introduction can be compared to the preambular clauses in a resolution. The Introduction is the part of the report segment that reflects the delegates' research. It introduces the problem; provides background information on past precedence and actions; tells the reader more specific details about the issue that is being addressed; and convinces the reader that something needs to be addressed, which the committee is going to do with its recommendations.

These paragraphs should be neutral in attitude and tone. If the Introduction is well-written, it will define and clarify areas of the topic in a manner that will support the actions proposed in latter paragraphs. All the points raised in the Introduction should lead to an action in the final paragraphs.

- **Structure:** The clauses should proceed from the broadest concept (e.g. *Charter of the United Nations* citation) to the most specific (e.g. citing a meeting that occurred on a specific date). Specificity should also go in historical or chronological order.
- **Length:** The introduction section is comprised of several paragraphs, each setting the tone for the rest of the report segment.

Mandate

The mandate addresses the history of the committee and its powers. Delegates do not have to write this section, as it will be provided by the NMUN Secretariat.

Conclusions and Recommendations

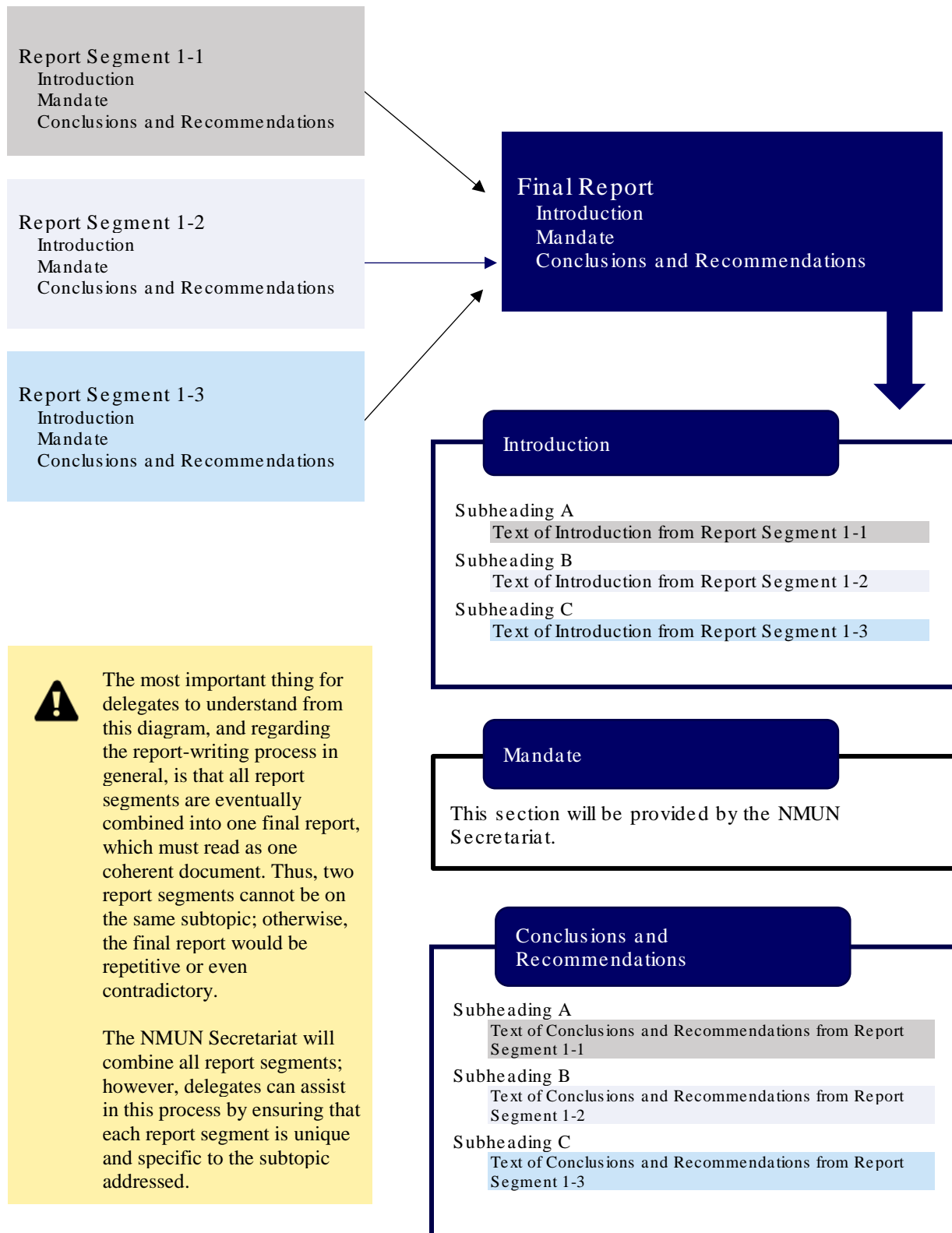
This last section, Conclusions and Recommendations, makes up the part of the report segment that tells the reader what actions should be undertaken to address the problem described in the Introduction and Mandate sections. This last section is the most important part of the report segment, and so it should outline a specific recommendation for action or way of addressing the topic that could be implemented by the body to which the committee reports. Delegates must therefore be aware not only of their own committee's mandate, but also of the powers and possibilities of the entity they report to (for many committees this is the General Assembly or ECOSOC).

In drafting this last section, delegates may find it useful to think of Conclusions and Recommendations separately. For example, delegates should first explain how, based on the problem presented in the Introduction and the Mandate of the committee, certain actions will work to address the issue at hand. This will include analysis from Member States about the different ways each sees and views problems. Then, delegates should focus specifically on what it would take to execute that action, that is, what specific recommendations are needed. Different groups and blocs may view certain issues differently so it is important to remember that these last paragraphs are also a direct reflection of a delegate's country's position, and will be the most controversial portion of the report segment.

Most important to remember is that the key concept for the Conclusion and Recommendation paragraphs is "action." The committee can instruct itself to take action; however, it can only advise and recommend action for other entities. This is the part of the report segment which identifies original or innovative solutions that are both economically and politically feasible, and also in line with the functions and powers of the committee. Despite delegates' desire to make sweeping changes, it is essential that committee simulations maintain realism by staying within the committee's mandate.

Final Report

The final report is compiled by the NMUN Secretariat. Please find below a diagram illustrating the way in which report segments are compiled to become the final report.



Purpose and Practice of Being a Delegate

Diplomacy and Decorum

The most important aspect of participating as a delegate at NMUN is assuming the role of a foreign diplomat and/or expert. In this role, delegates act as representatives of the government or the NGOs to which they have been assigned. Delegates are reminded that professional diplomats conduct themselves, and regard one another, with the utmost dignity and respect, regardless of foreign policy affiliation or personal feelings. Even those who observe severely conflicting ideological perspectives will work closely together within the UN on diplomatic matters of mutual concern. Likewise, this is how delegates at NMUN should interact with one another.

CONTENTS

- Diplomacy and Decorum
- Speaking in Formal Session
- Learning the Rules of Procedure
- Strategies for Negotiating and Building Consensus
- Groups
- Building upon Existing International Instruments
- Doing Your Research
- Example Informal Debate Strategy

During preparation and at the conference, delegates may disagree personally with the policy of the Member State or Observer they are representing, but delegates' personal opinions are entirely inapplicable during the course of the simulation. It is of utmost importance for all delegates to arrive well-versed in the dynamics of the position for their assigned state or NGO. The simulation's quality depends on accurate preparation and participation.

Delegates should also exhibit the ability to negotiate and compromise, demonstrate leadership, and to influence by gaining the professional respect of fellow delegates. Delegates should use these skills both within their blocs and externally, paying special attention to creating engaging debate by working with delegates of all backgrounds. Delegations maintain specific and adaptive policy methods and goals to allow delegates to function in the negotiation process. Decorum is the de facto rule throughout the week of the simulation. In both large and small committees, the ability to conduct normal business while in formal session is arduous when decorum is not maintained.

All delegates must remain aware that in both the UN and Model United Nations fora, too much focus on an individual proposal or the language contained therein can halt the momentum of the committee. Therefore, an effective delegate has the ability to employ negotiation strategies designed to expedite resolution of the topic under discussion. Informal debate sessions provide the best opportunity for the deployment of negotiation strategies.

Speaking in Formal Session

Delegates should practice [public speaking](#) and presentation of policy statements prior to their arrival at the conference. Your delegation should organize several practice simulations to improve speaking ability and to practice the Rules of Procedure. Please consult the [NMUN Rules of Procedure](#) for a simulation script, which has been designed to introduce the Rules of Procedure and the rhetoric of committee proceedings.

Learning the Rules of Procedure

Learning the [NMUN Rules of Procedure](#) is a vital part of your preparation. NMUN has developed a set of comprehensive rules for committee proceedings, which resemble as closely as possible those used by the UN. Some adaptations to the UN Rules were made to accommodate the time restraints inherent in a simulation. Please be aware that the NMUN Rules of Procedure may differ drastically from the rules used by other conferences, and within an NMUN conference, some rules can vary between the Security Council and all other committees.

Strategies for Negotiating and Building Consensus

Informal debate is an important and logistically difficult component of the UN simulation. Delegates have a few days to address issues that, in many cases, the international community has failed to resolve after years of debate and negotiation. In addition, the informal meetings between working groups generally include Member States with positions that are diametrically opposed. Despite these challenges, there are strategies that will assist delegates as they attempt to reach compromises acceptable to all parties.

Groups

Member States often organize in formal and informal groups with a variety of different purposes and memberships. These groups represent a basic starting point for informal discussions amongst delegates. Member States can belong to multiple groups based on regional relationships, as well as common positions on specific issues. Groups will be formed by either delegations with similar views, or delegations whose governments are interested for different reasons in having similar positions.⁸ Some examples of real-life groups are the following:

UN Regional Groups ⁹	Other Regional / Political Groups	Issue-Specific Groups
<ul style="list-style-type: none">• African Group• Asia-Pacific Group• Eastern European Group• Latin American and Caribbean Group (GRULAC)• Western European and Others Group (WEOG)	<ul style="list-style-type: none">• Group of 77 (G77)• Non-Aligned Movement (NAM)• Alliance of Small Island States (AOSIS)• European Union	<ul style="list-style-type: none">• Co-sponsor group¹⁰• Like-Minded Megadiverse Countries (LMMC)¹¹• Cairns Group¹²• Organization of the Petroleum Exporting Countries (OPEC)

It is beneficial for delegates to take part in groups during the conference for several reasons:

- Groups serve as pools of information to assist all members of the group in understanding positions of other countries in the committee;
- Groups foster an environment within which delegates can discuss issues and share ideas that can lead to the development of working papers;
- For delegates who are representing countries that do not have stated positions on the topic at hand, it provides an opportunity to better identify common positions based on regional, political, or economic relationships;
- Group members benefit from shared knowledge and expertise on the topic under discussion;
- Finally, it is a realistic way of fully experiencing the way in which multilateral negotiations within the UN system work – the majority of the work is done in groups!

Building upon Existing International Instruments

Implementing a more advanced negotiation strategy, a delegate will employ international instruments that comprise the existing international framework pertinent to the topic of discussion and, through informal debate, gain cumulative support for a resolution. In the course of political- and security-related debate, for example, many delegates will design potential resolutions based upon historical treaties such as the Geneva or Hague Conventions. The ability to achieve consensus through informal debate is facilitated by enlisting these past and broadly acclaimed

⁸ For more information, please see: <http://outreach.un.org/mun/guidebook/procedures/informal/groups/>

⁹ For more information, please see: <http://www.un.org/depts/DGACM/RegionalGroups.shtml>

¹⁰ A [co-sponsors' group](#) is specific to a particular working paper; a delegation may belong to numerous groups.

¹¹ The [Like-Minded Megadiverse Countries](#) (LMMC) are extremely biodiverse, as they house the majority of the Earth's species.

¹² The [Cairns Group](#) is a coalition of agricultural exporting countries committed to agricultural trade reform.

principles of conduct. Additionally, any potential decision of the international community is considerably reinforced with the application of historical global conventions.

Doing Your Research

Conversely, delegates must also be aware of potential opposition, and those Member States from whom it should be expected. For instance, the Western Bloc (the United States of America, Canada, and the European States) will routinely ally themselves, whether in support or opposition, on the overwhelming majority of topics deliberated by UN. However, this bloc also maintains radically different policies regarding a few specific issues. For example, deliberation regarding *The United Nations Convention on the Law of the Sea*, particularly in relation to fishing rights, typically finds states within the Western Bloc amid heated conflict. To be effective, delegates must consider who has or has not been supportive of the international convention(s) related to the topic under discussion.

Example Informal Debate Strategy

This example strategy was compiled by the NMUN Secretariat to assist delegates in understanding how to effectively engage with each other during informal debate. Please note this is for educational purposes only, and is not an authoritative source of information for any delegation's position on the topic discussed in the example.

	Country A	Country B	Country C
Background	<ul style="list-style-type: none"> • Developed country, liberal democracy • Located in Europe 	<ul style="list-style-type: none"> • Developing country, democracy • Located in South America 	<ul style="list-style-type: none"> • Developing country, weak central government • Located in Africa
Small Arms	<ul style="list-style-type: none"> • Arms exporter – manufactures and sells arms 	<ul style="list-style-type: none"> • Arms importer – purchases a large quantity of arms 	<ul style="list-style-type: none"> • Arms exporter and importer – sells and purchases arms
Policy	<ul style="list-style-type: none"> • Disarmament • Arms control • Non-proliferation 	<ul style="list-style-type: none"> • Arms control • Non-proliferation 	<ul style="list-style-type: none"> • Non-interference
Potential Difficulties	<ul style="list-style-type: none"> • Must strike a balance between compromise for compliance, and weakening the regime 	<ul style="list-style-type: none"> • Balance national interest with position as channel between Country A and C and their allies 	<ul style="list-style-type: none"> • Shaping a potential regime to avoid negative consequences for current national interests
Negotiation Tools	<ul style="list-style-type: none"> • Demonstrate the benefits that a strong regime will bring to compliant states • Humanitarian aid • Removal of sanctions 	<ul style="list-style-type: none"> • Emphasize the necessity of their compliance to the regime • Demonstrate the benefits a regime will bring to compliant states 	<ul style="list-style-type: none"> • Highlight negative consequences of a stronger non-proliferation regime • Invoke the principles of sovereignty and self-determination

Country A

Country A is a western liberal democracy in Europe. It boasts one of the largest economies on the continent and is a key player in the European Union. Its foreign policy advocates disarmament, arms control, and non-proliferation. Specifically regarding small arms and light weapons, Country A takes the following position:



- There should be effective common standards for the import, export, and transfer of small arms and light weapons;
- Ammunition, components, and technology for small arms and light weapons should also be given due consideration within the ATT;
- The definition of “arms trade” should not be limited to simply import, export, or transfer arms, but should also include any intermediary steps (e.g. manufacturing, transit, and any temporary shipments for reasons other than usage);
- End-use verification is of the utmost importance, especially to ensure that the arms control measures work as intended.

In this context, Country A should begin informal debate with other Member States of the European Union to ensure that the bloc holds a common position while negotiating individually with other Member States and to abide by the Common Foreign and Security Policy. Other allies would include liberal democracies in North America and Asia-Pacific, as strong arms control is crucial for state security. However, as many of these industrialized countries may also participate in legitimate arms proliferation and may not want an arms trade treaty to restrict their economies from profiting from small arms and light weapons, Country A is best positioned to take on the role of the moral arbiter and remind these states the intent of arms control and how arms control would ultimately benefit their respective arms industries.

Differences will occur between Country A and those countries that lack rule of law and do not see international regulations as important; these countries may also profit directly or indirectly from the illicit arms trade. Quite often, these countries will invoke sovereignty and self-determination, which are guaranteed in the *Charter of the United Nations*, as the basis for non-interference and non-participation in an international arms control regime. Many of these countries may also be under sanctions from North American and European states, pushing them towards illicit arms trade as a means of building a national economy.

In negotiating with these states, Country A will have to demonstrate how international controls on small arms and light weapons will benefit these Member States:



- Improved rule of law;
- Increased socioeconomic development;
- Increased state/regional stability; and
- Wider acceptance by the international community.

One thing that Country A needs to be aware of during negotiations is the extent to which concessions are made. While concessions may lead towards wider acceptance of this working paper, they can also lead to a weaker working paper and one that cannot hold non-compliant states accountable. Diplomatic tools such as humanitarian aid or the dropping of sanctions may be incentives for these Member States to support the working paper, but if Country A wants to have a robust regime to regulate small arms and light weapons, it should not allow these Member States to affect the strength or the language of the document.

Country B

Country B is a stable western democracy in South America, and it is recognized as one of the region's main leaders. Economically, it has maintained a steady rate of growth. Country B is seen as one of the most important emerging economic powers and has worked to become an important stakeholder in the international arena. Nevertheless, high rates of violence are recorded in the country, and a high volume of conventional weapons, small arms, and light weapons transit through it. Its foreign policy supports a regime that controls the transfer of weapons, but Country B itself acquires great quantities of arms for its own use. In this context, Country B's position towards small arms and light weapons include the following:



- The initiative should be based on an instrument that will regulate legitimate trade of conventional arms and provide effective methods to prevent arms from transferring through illicit markets;
- There must be a clear prohibition of illicit small arms and light weapons transfer and the inclusion of their ammunition, as well with proper regulations that will hinder their transfer;
- Top exporting countries should abide to the instrument in order to achieve better results;
- Criteria based on “excessive” stockpiling arms by Member States should be included as it is not objective enough for the instrument;
- Reporting the acquisition of weapons for defense faces obstacles in countries that depend on these weapons for self-defense.

During informal debate, Country B must seek countries with similar positions in order to build a bloc to establish credible proposals, and to define conditions for their support. These conditions are key so states in the bloc do not compromise their common interests if the treaty reaches beyond the provisions with which these states are comfortable. Some potential allies could be developing countries with internal conflicts, as great quantities of weapons transit through their countries. Other allies may be countries that aim to emerge and acquire great quantities of armament in order to obtain more power within their region, as well as for self-defense. Country B is most likely to establish itself as a country that is amenable to most proposals as long as the interests of the bloc are not involved. These interests include a vague definition of “excessive armament” in the treaty and a stricter regime on the transfer of this kind of armament for non-governmental groups.

Country B may face opposition on two ends. On one end, countries projected as moral arbiters over other countries regarding international law will demand Country B to reduce their armament acquisition plans, as well as possibly ask it to implement internal regulations to control corruption on the use of weapons and the weapons market. These countries will want the treaty to include implementation mechanisms focused more on importers rather than exporters. On the other end, countries with weak governments and lack of respect to the rule of law could try to persuade Country B into maintaining the status quo.

However, Country B may use a strategy to encourage these countries to evaluate the importance of an instrument on this matter and the importance of their compliance to it. This could include:



- Less access to weapons in their countries and therefore less violence;
- Strengthened rule of law; and
- Improved living standards in their countries.

Country B must empower its working paper with good and acceptable arguments for both sides. However, the strength and language of the agreement must be supportable, and it should not be so strong as to be unenforceable for Country B. Country B may also work as a communication channel between two sides which could affect major benefits and concessions for its interests.

Country C

Country C is a country in the global south with a weak central government. Its government lacks democratic legitimacy and faces violent separatist movements, as well as criminal organizations in some regions. Due to its focus on domestic problems, its foreign policy is rather passive and maintains the main theme of non-interference by foreign actors. Country C has what it considers to be a rational and logical case against a strong regime for disarmament, arms control, and non-proliferation, as it takes the following position:



- The trade and transit of small arms and light weapons (as well as ammunition, components, and technology) is a legitimate source of foreign money for the national budget and important government stakeholders;
- Domestic industries producing small arms and light weapons need free markets;
- Trading weapons and arms-related supplies to certain non-state factions in bordering countries may be beneficial for domestic stability, if those factions are balancing or weakening domestic opponents;
- Owning and trading small arms and light weapons is domestically a legally and socially accepted custom (including for recreational uses) and should therefore not be problematic on the international level;
- The government is too weak to enforce non-proliferation policies and supporting or even signing the ATT would only highlight this weakness;
- Any form of effective non-proliferation of small arms and light weapons may have negative consequences, if foreign actors use this in the future against Country C;
- Criminalizing arms trades will push current transactions towards illegitimate channels and promote black market traders.

In this context, Country C should begin informal debate with other Member States that share at least one of the positions outlined above. There might be more policy overlaps than expected, as Country C could argue to have common positions with a great number of countries from all backgrounds. Ideally, Country C forms alliances on specific, but widely accepted, rationales against a non-proliferation regime. In their negotiations, Country C should place greater emphasis on making the impeccable rationality and logic of their own country's positions clearly understandable for the other Member States. It will then be significantly harder for the (anticipated) opposition to Country C to undermine its positions.

Country C should refrain from denying or downplaying the widely reported negative consequences of small arms and light weapons. It should rather stress the benefits and rationale of the status quo and highlight adverse consequences of a stronger non-proliferation regime. The more technical and sectorial the criticism, the stronger will be Country C's persuasiveness. Negative consequences to highlight could include:



- Negative economic consequences for producers;
- Great legal, political, and technical difficulties of implementation;
- Negative domestic consequences for lawful firearms owners, such as recreational users;
- Ending political benefits of current arms trades, such as supporting allied non-state actors (depending on the viewpoint of the negotiation partners).

Eventually, Country C should convincingly invoke the principles of sovereignty and self-determination, which are guaranteed in the *Charter of the United Nations*, as a foundation for its position; undermining these principles would undermine the key characteristics of the international political system and could lead to unstable, pre-Westphalian conditions.

If Country C faces too great an opposition to its policies or there is a majority forming in favor of a (stronger) non-proliferation regime, its delegation should focus on shaping the substance of the committee's outcome according to its objectives. Based on shared concerns (see above), Country C could persuade other delegations to mitigate extreme non-proliferation measures. Another option is focusing exclusively on producers, if Country C is an importer, or pushing the treaty towards discussion of heavy weapons only. A third option is weakening the implementation measures for the treaty, so that violators, though still "in violation," do not face real penalties for this stance. Averting negative effects shared by other Member States is a legitimate and reasonable strategy, and Country C could make a strong case. If this strategy succeeds, the outcome might be a regime with negligible negative effects for Country C.

Annex I – Sample Working Paper (Resolution)

Code: [Code is assigned by Dais]
Committee: The Commission on the Status of Women
Topic: Addressing the Promotion of Gender Equality and Empowerment of Women in the Post-2015 Agenda
Sponsors: Argentina, Canada, Chile, Denmark, Finland, France, Ghana, Indonesia, United States of America
Signatories: Belgium, Brazil, Estonia, Italy, Mexico, New Zealand, Norway, Republic of Korea, Spain, Sweden, Tanzania, United Kingdom, Zimbabwe [Sponsors and signatories will be deleted by the Dais once the working paper is accepted as a draft resolution]

- 1 *The Commission on the Status of Women,*
2
3 *Guided by the purposes and principles of the Charter of the United Nations,*
4
5 *Understanding the importance of the Convention on the Elimination of All Forms of Discrimination against Women*
6 *(CEDAW), specifically article 2, as it encourages the full participation of women in all parts of society,*
7
8 *Highlighting the Declaration on the Elimination of Violence against Women (DEVAW), which calls for the*
9 *elimination of barriers, such as gender-based stereotypes, that impede women’s and girls’ participation in all aspects*
10 *of society,*
11
12 *Congratulating all Member States on the progress, efforts, and achievements that have been made toward the*
13 *Millennium Development Goals (MDGs), especially MDG 3, which promotes gender equality and the*
14 *empowerment of women,*
15
16 *Recognizing the need to maintain and build upon more progress through the development of a post-2015 agenda as*
17 *called for in the High Level Panel of Eminent Persons on the Post-2015 Development Agenda (HLP) report *A New**
18 *Global Partnership,*
19
20 *Commending the UN Trust Fund to End Violence Against Women in its work to engage groups in prevention*
21 *efforts, increase access to aftercare, and strengthen institutions towards the goal of eliminating violence against*
22 *women,*
23
24 *Realizing the importance of gender-sensitive education as an integral part of providing equal education to both girls*
25 *and boys, in all aspects, including health, as stated in the Dakar Framework for Action,*
26
27 *Acknowledging the UN Entity for Gender Equality and the Empowerment of Women (UN Women) as the official*
28 *UN entity dedicated to gender equality and the empowerment of women,*
29
30 *Recalling article 24 of the Beijing Declaration and Platform for Action, which emphasizes women’s rights to*
31 *economic independence, specifically in access to fair and equal employments,*
32
33 1. *Encourages the addition of a target to the current HLP goal related to gender equality and women’s*
34 *empowerment on an international, regional, national, and local level, which would include:*
35
36 a. *The advancement of education for girls in schools;*
37
38 b. *The access for women to post-secondary education opportunities;*
39
40 c. *The provision of training to women;*
41
42 d. *The inclusion of women in science and technology through universities and research facilities;*
43
44 2. *Requests the formation of international guidelines to be used to implement the post-2015 development agenda*
45 *on a national level which would include:*
46
47 a. *Campaigns informing schools on all levels about the challenges with and possible ways to address*
48 *gender equality;*
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- b. A financial plan of what is to be prioritized and how much will be invested in the post-2015 agenda;
 - c. Developing indicators for monitoring and evaluating the progress made in order to secure a thorough and sustainable development towards gender equality, including but not limited to:
 - i. Girls' attendance and completion of schools;
 - ii. A qualitative survey to examine the perspective of the students and teachers;
 - iii. Quantitative statistics on the amount of girls and boys in each class, as well as on female teachers in the sciences;
 - d. Cooperation with NGOs and other relevant institutions to reach a higher and more effective consensus in order to do more for gender-neutral education;
3. *Suggests* the development of National Action Plans in alignment with international guidelines aimed toward the achievement of the post-2015 development agenda, with specific mention of women and girls, in all Member States which includes:
- a. Submitting by the year 2020 a report by Member States to the Economic and Social Council (ECOSOC), with a bi-annually summary of progress to be submitted to the Council until the expiration of the post-2015 agenda;
 - b. Providing financial and technical assistance by the MAF to ensure the continued accountability, awareness, and collaboration of the international community in working toward achieving current and future development agendas;
4. *Encourages* all relevant UN bodies to keep in mind the importance of gender equality in achieving the post-2015 development agenda when allocating funding of long-term projects related to the goals;
5. *Urges* Member States to convene in April 2015 in New York City in order to discuss recommendations on possible national legislation and regulatory bodies to ensure women are treated equally in all aspects of society, specifically through:
- a. The elimination of violence against women and girls, in addition to increasing access to victims' services;
 - b. Increasing access to equal economic rights, including property rights and micro-financing;
 - c. Emphasizing the importance of technical, professional, and higher education regardless of gender;
 - d. Illustrating the importance of social change in the cultural patterns of conduct to encourage a shift away from the stereotypical gender roles of superiority and inferiority;
6. *Emphasizes* the need for expanded partnerships between the UN Trust Fund to End Violence against Women, Member States, and other relevant NGOs to develop awareness campaigns at a local level aimed toward maintaining cultural sensitivity and eliminating gender stereotypes that inhibit women and girls' full participation in society.

Annex II – Sample Working Paper (Report)

Code: [Code is assigned by Dais]
Committee: United Nations Permanent Forum on Indigenous Issues
Topic: The Rights of Indigenous Peoples
Sponsors: Australia, Bangladesh, Brazil, Chile, Mexico, India, Uruguay
Signatories: Argentina, Finland, Guatemala, Kenya, Nicaragua, Paraguay, Russian Federation, Sweden
[Sponsors and signatories will be deleted by the Dais once the working paper is accepted as a draft report segment]

1 **I. Introduction**

2 3 **A. CULTURALLY SENSITIVE EDUCATION FOR INDIGENOUS CHILDREN**

- 4
- 5 1. The United Nations (UN) Permanent Forum on Indigenous Issues (UNPFII) is dedicated to eliminating
6 intergenerational trauma within indigenous peoples due to improper mechanisms of education.
7
 - 8 2. UNPFII emphasizes the promotion of Article 7 of the *Convention on the Elimination of All Forms of*
9 *Discrimination (CEDAW)*, which requires Member States to adopt immediate and effective measures to combat
10 racial discrimination in education.
11
 - 12 3. UNPFII recalls Article 14 of the *Declaration on the Rights of Indigenous Peoples (UNDRIP)*, which grants
13 indigenous communities the right to all levels and forms of public education free from discrimination.
14
 - 15 4. UNPFII also acknowledges Article 26 of the *Universal Declaration of Human Rights (UDHR)*, which promotes
16 understanding, tolerance, and friendship among racial groups in public schools.
17
 - 18 5. The State of the World's Indigenous Peoples Report identifies one of the primary threats to the access of
19 education for indigenous children as being discrimination due to a lack of cultural sensitivity and awareness
20 within the curriculum of public schools. The unfriendly education environments create a gap between the
21 quality of education received by non-indigenous and indigenous students. Indigenous students also experience
22 increasingly high dropout rates and have fewer opportunities for success.
23
 - 24 6. This forum is fully aware of Australia's program called the Aboriginal and Torres Strait Islander Education
25 Action Plan 2010-2015, which promotes cooperation of indigenous communities with schools to ensure
26 indigenous sensitivity in cross cultural learning environments. Within this program, UNPFII recognizes the
27 important role Oxfam plays in promoting a cultural protocol in the development process.
28

29 **II. Mandate**

30 *[The mandate will be provided by the Dais]*
31

32 **III. Conclusions and Recommendations**

33 34 **A. CULTURALLY SENSITIVE EDUCATION FOR INDIGENOUS CHILDREN**

- 35
- 36 7. UNPFII is fully aware of the need of the language preservation in order to improve the access to education for
37 indigenous peoples and thus recommends that language immersion schools be identified as public schools.
38
 - 39 8. UNPFII recommends all Member States who have indigenous students in their public school systems to create a
40 permanent project called Focusing on Accessible Minority Education (FAME). FAME will focus on protecting
41 the right indigenous students have to discrimination-free education within public schools. The FAME model
42 should follow a bottom-up approach in the development of appropriate curriculum best fit for indigenous
43 students.
44
 - 45 9. This Forum recommends Member States who have indigenous students within public schools to design a
46 cultural protocol to guide the development of culturally sensitive curriculum in public schools in order to better
47 include indigenous students.
48

- 49 10. The cultural protocol is aimed at protecting the tribal identity and traditions of indigenous communities and
50 combating negative stereotypes and representations. The protocols provide a framework of ethical principles to
51 interpret curriculum development and promoted understanding, tolerance, and friendship amongst students. The
52 curriculum should consist of the education of indigenous language, when possible, and the instruction of
53 significant cultural skills and practices.
54
- 55 11. UNPFII suggests always including indigenous representatives into the designing process of the curriculum in
56 order for them to guide the development of the culturally specific curriculum and offer ongoing input through
57 consultation between state governments and indigenous communities.
58
- 59 12. UNPFII recommends that the Economic and Social Council (ECOSOC) consider the creation of a
60 subcommittee of UNPFII, which focuses on the multifaceted challenges in relation to the education of
61 indigenous children.
62
- 63 13. This subcommittee shall be an annual forum to be called the Forum on Indigenous Rights and Education
64 (FIRE), which will act as a platform for indigenous communities to present their problems regarding education
65 and to then receive advice, awareness, funding, and recommendations from the committees and non-
66 governmental organizations (NGOs) to best solve specific issues. This forum acts solely as a discussion and
67 advisory forum for indigenous groups looking to improve issues regarding education, and is not a voting body.
68
- 69 14. FIRE will utilize the standing UNPFII representatives. NGOs should be encouraged to participate in FIRE.
70 NGOs, with the consultation of the indigenous communities, will be responsible for reporting issues they
71 encounter regarding indigenous education such as but not limited to:
72
- 73 a. Recognition of indigenous peoples to allow access to rights granted to them through the UDHR and
74 UNDRIP;
75
 - 76 b. Protecting the rights of indigenous peoples to establish and control educational systems and methods
77 and to receive an education in their indigenous language, as established in Article 14 of UNDRIP.
78
- 79 15. UN funds and programmes, as well as specialized agencies such as the UN Children’s Fund (UNICEF), the UN
80 Human Settlements Programme (UN-HABITAT), and the UN Educational, Scientific and Cultural
81 Organization (UNESCO) are recommended to participate in FIRE in order to offer their expertise and to
82 increase the inter-organizational communication and cooperation between UN bodies, agencies, and NGOs. The
83 committee representatives are responsible for relaying the information obtained at FIRE to their respective
84 committees.