Berlin Model United Nations

BERMUN2

Delegate Instructional Guide

Revised

February 2020

INTRODUCTION

The following booklet is to inform delegates about BERMUN2. There are six general topics to help delegates be best prepared for BERMUN2:

Source Note: Some of the information used and/or adapted was retrieved:

- February 2014 from the THIMUN Chair Instructional Manual 2010
- September 10, 2011 from UNA-USA/MUN Preparation Guides
- September 20, 2012 & 2019 from BERMUN Delegate Guide

A. RESEARCH

Guiding Question: *How to research a country (member state) policy?*

There are four basic subjects of research:

    1) Topic(s)
    2) Country Position regarding Topic
    3) General Country Information
    4) General UN information

Although these steps often do occur simultaneously, here are some suggested steps for how to begin researching.

1) Topic Research

A. Understand the scope of the topic. Read the Topic Research Report/Guide by the committee chairs which should provide a general overview and some of the facets of the issue it addresses.

B. Research the history of the topic. Note the countries and regions affected. Consider the various nuances of the problem and solutions to it that have been considered or done in each case.

   While researching, use credible media, government, educational, and United Nations sources. In particular, be sure to find the relevant history of the UN proceedings and any policy made on the topic. As best as possible, carefully distinguish between opinion and facts. Find sources that are *from your country's perspective* and perspective which might disagree.

C. If having trouble researching, seek aid from MUN Advisors, fellow delegates, and/or committee chairs.

2) Country's/Member State's Position on Topic

As a delegate, you represent the position of your country, not your own. Here are things to research:

a. What **local & national actions** has your country taken (drafted laws, action plans, etc.)?

b. Is your country a **member of an organization** (African Union, EU, NATO, etc.) with a policy agenda?

c. Has your country supported any **previous UN work** e.g. documents, resolutions, treaties, etc?

d. Who are your **major allies** and what are their positions on the issue? (This is especially important if you are a smaller country or if your country does not have a clear policy or position. In cases where there is no policy, even a policy of neutrality, consider your country's history, immediate interests and allies, and do your best to create one)

❖ Cyber Terrorism Example: If the topic included cyber terrorism, here are a few questions, you may want to address: Has your country done anything to prevent cyber-attacks? Does it have the means to do so? What policies do your major allies and organizations that you are part of have? Has your country been involved in drafting, sponsoring, or voting on any UN policy?

3) General Country Information

It is essential to have a general understanding of your country's political system, government, economics, and society. Due to the magnitude of information available, students must continually evaluate what is relevant to the topic and its interests.

Here are a few questions to begin this research:

a. What are the demographics of your country?

b. What political system does your country have?

c. What culture/s is/are dominant and what minorities exist? (Ethnically, religiously, etc.)

d. What role does your country have in the U.N.?

e. Who have been and are your allies? Why are you allied with each? Do you have enemies? Why?

f. What economic trade agreements do you have? What is the GDP and/or poverty levels?

❖ Cyber Terrorism Example: What is your country's cyber infrastructure? How much Internet usage does it have? What laws does it have regarding cyber issues?

➢ BRAINSTORMING EXERCISE: Here is a helpful exercise to try and understand things from the perspective of a citizen of your country. Imagine how a citizen (your age) from your country would become a UN delegate. What would he have experienced in his childhood or his job? What sort of events would you have participated in and what sort of convictions would you have had?

Final Note: Experienced delegates will have researched their own *and* other countries' information.

4) General UN Information [See ADDENDUM #2: United Nations Information & Glossary]

Among others, here is a list of topics experienced delegates will be familiar with during the conference:

g. Charter of the United Nations

h. UN Organization: various commissions and mandates

i. Sustainable Development Goals (SDGs)

j. Universal Declaration of Human Rights (UDHR)

B. POLICY STATEMENT

After doing research, each delegate should write a policy statement on their country's position on each committee topic. The following will explain what a policy statement is and how to write one.

What is a policy statement?

A policy statement is a short statement that is prepared by the delegate that expresses a member state's basic position on the committee topic (not a specific resolution being debated). It is used to write resolutions and provide specific information to actively participate during debate to draft speeches, amendments, or ask questions.

What should be included in a policy statement?

In a policy statement you should include:

(1) Summary of your country's stance on the topic and reason(s) for this position.
(2) Your country's history & plan of action for what yours and other countries should do.
(3) Suggestion: mention the countries or organizations that you hope to work with.

Example of Policy Statement: Nigeria on Illicit Trade

Despite Nigeria growing economic success, Nigeria has a prominent illicit trade market and is ranked 139th out of 176 countries in Transparency International's 2012 Corruption Perceptions Index. Nigeria can only hope that specific and strong regulations from the World Trade Organization (WTO) will bring an end to the blatant misuse of the country's great economic potential.

It seems to lie only in human nature, to misuse one's power and authority. This seemingly unalterable fact of human behavior is what leads to the corruption of member states and their economies. The English philosopher Thomas Hobbes once wrote that with corruption and the loss of the rule of law "[…] life is of man, solitary, poor, nasty, brutish, and short." While the quote may be slightly exaggerated, it does without doubt express the situation of the Nigerian people. With over 70% (2010 estimate) of the population living under the poverty line it is clear that while the wealth of the few grows, so does the of the impoverishment of the many. Before "the prohibition and punishment of bribery, corruption, and other related offences bill of 1999" 400 billion dollars had been mishandled by Nigerian leaders. Venality in all sectors needs to be taken seriously and must be combated on the highest level.

With the rule of law being misused and corrupted by greed and self-gain, criminal transactions have grown to a substantial size. Foreign Minister, Chief Ojo Maduekwe, said in an urgent pledge to the UN "The proliferation of small arms in West Africa is fast turning the region into a major transit point for illicit drugs, thus also facilitating the growth of criminal syndicates, some with enough firepower to challenge a nation's military force". Dangerous militant groups such as boko haram are terrorizing the country and have just in April 2013 killed over 300 citizens. Illicit small arms allow such groups to thrive and terrorize. Small arms proliferation costs African nation 18 billion dollars each year and over the period of 1990 till 2005 a total of 300 billion dollars.

Conclusively, Nigeria burdened by corruption and both the illicit trade of weaponry and oil, strongly advocates decisive WTO legislative measures to combat illicit trade on a global level. The trade of small arms is not a topic merely concerning Nigeria it is one that touches every single nation sitting in the WTO, for every single nation wishes to keep its people safe. Stricter regulations on international waters to stop illicit trade even entering the nation may be able to make the key difference, and is a step forward in both the Nigerian national and international fight against illicit trade. Collaboration from all member states is needed to construct a world where peace and justice reign.

C. OPENING SPEECH

During the opening session of the General Assembly, selected delegates will have the opportunity to address the GA. Sometimes, delegates will be given the opportunity to make an opening speech in committee. Generally, speeches are 1-minute long.

The best speeches are *informative, interesting,* and *diplomatic*. The primary purpose of the opening speech is **informative**: to communicate a member state's policy regarding the banner theme and/or committee topic. Again, speakers should introduce their country's policy. For example, a delegation might address what it considers to be the most important international issue in the field of war and peace, human rights, ecology, development, or disarmament. One delegation might emphasize the interrelatedness of the areas of concern, such as the effects of development on the environment. Another might concentrate on a single item of contention, affecting many of the UN members, such as the Palestinian Question.

To make speeches **interesting**, here are a few suggestions:

● Use an introductory hook,related to your country policy, to capture the audience's attention.
● Practice your speech before & avoid reading small font. Use text that is 16-font and double spaced.
● Utilize effective rhetorical strategies: transitions, repetition, pauses, tone, rate, transitions, etc.
● Consider your audience: What do they know and believe? Will your speech come across as cliché?
● Finish strong. Often this involves a unique reinforcement and/or reiteration of the central message with summarizing story, return to a strong point, etc.

To preserve a successful simulation, speakers should remain **diplomatic**, in professionally in country policy and character. Although criticism is permitted of other member states, insults and unprofessional drama is to be avoided. Courteous diplomatic language is highly encouraged. Speeches are often preceded by a formal greeting e.g. "Madame President, Honored Delegates..." and finished with a phrase such as "Thank you, Madame President!"

Sample Opening Speech

Theme/Issue: Advancing Climate Action: The Key to a Sustainable Future (2018)
Delegation: China

Honorable Speaker and Delegates:

The People's Republic of China encourages all member states to dream a new dream, one not polluted by an individualistic lust for profit. We humbly offer in place of other dreams, the "Chinese dream". Our great President Xi has said that we must "protect the common home we live in". We have learned in Chinese history, that only sustainable agriculture will ensure food on the table. Thus, between 1978 and 2015, China has invested almost $400 billion in 16 major sustainability programs. We too have been leading the world in developing solar technology, low-carbon transport, carbon trading, and so much more. In 2017, roughly 37% of our country's total installed capacity of power and generated electricity came from renewable energy. And we are not only concerned with those who live in our ancestral land under heaven. We have collaborated with the European Union to assist Less Economically Developed Countries to fight climate change. We stand behind our collective goal that all developed countries jointly provide 100 billion US dollars each year for developing nations by 2020. Moreover, unlike other Member States that have dropped out of the 2015 Paris Climate Agreement, we are committed to seeing our 2015 promise realized.

With this in mind, we look forward to advancing climate action and working with all member states to make the collective Chinese dream of a sustainable future, a global dream. Thank you, Madame President."

D. RESOLUTION

After completing your research, you are now ready to also construct the official document of the UN: the resolution. This section will consider:

    1) What is a resolution;
    2) What are the three components of a resolution;
    3) How is a resolution formatted?

1) What is a resolution?

A resolution is the basic decision or statement of the United Nations. Together with amendments, a resolution is the basis for debate and negotiating/lobbying. Individuals and groups of member states prepare draft resolutions, and once passed, it becomes the official policy and property of the UN organ to which it was submitted.

Whereas most resolutions state policy, some may include an entire treaty, declaration, or convention. Resolutions may be either general statements or directions for specific organizations, UN bodies, or states.   They can criticize actions of states, call for collective actions, or, in the case of the Security Council, require economic or military sanctions.

When writing resolutions, it is important to keep in mind the capabilities of the organ being simulated. The General Assembly, its committees, and all bodies may only call for or suggest actions. *Only* the Security Council (or Historical Security Council) may require action or sanctions from member states.

Each resolution is a single sentence, with the different sections separated by semicolons and commas. The subject of the sentence is the organ making the statement, such as the General Assembly, Economic and Social Council, and the Security Council. (The General Assembly committees, since they are subdivisions of that organ, use the organ's name as the subject of their resolution.)

2) What are the three parts of a resolution?

Part I: Heading – defines which U.N. organ the resolution is addressed to, the subject/title of the resolution, and the country submitting it.

Part II: Preambulatory Clauses – define and give the historical context and clarification of the problem the resolution seeks to resolve ["Preambulatory" – literally means "walking before"]. Delegates should *include important information that will be used in debate* e.g. statistics or important events that help clarify the scope of the problem, key UN previous actions, etc.

Part III. Operative Clauses – are the recommended policies of changes/solutions for the problem outlined in the Preambulatory Clauses. In other words, these are the action plans: what you and other delegates want the UN, member state governments, NGOs, etc. to do.

3) How is a resolution formatted?

✔FORMATTING: MUN formatting seeks to follow the format used by the UN. Pay careful attention to the sample resolution and the suggestions made here for how to construct the information.

✔← *The "checkmark" icon will appear in each of the three parts of the resolution below to explain how the delegate should format each topic.*

Part I of Resolution: HEADING

A heading includes three things: (1) The name of the Forum or U.N. organ/body/committee to which it is written, (2) the topic, and (3) the submitter/s.

✔   FORMATTING HEADING SAMPLE

> FORUM: The Economic and Social Council
>
> QUESTION OF: The Enlarged Emergency Disaster Relief Fund
>
> SUBMITTED BY: Germany [*The name of the country that is Main Submitter*]

Part II of Resolution: PREAMBULATORY CLAUSES

Questions for writing Preambulatory Clauses: *What is essential for delegates to know to debate the issue? Do the clauses clarify the parts of the problem & the pre-existing solutions?*

Preambulatory Clauses will be used to shape the debate and justify the Operative Clauses proposed solutions. When writing or evaluating a resolution, students should consider the following issues: [Students should keep their sources if there is a challenge to their credibility].

Here are some critical issues to include in writing preambulatory clauses:

a. *Causes* and *effects* of the issue/problem

b. Main Submitter's/Co-submitters' Perspective(s) on the problem

c. Multiple perspectives and nuances of problem
   - International/national/regional/local political organizations
   - Non-governmental agencies
   - Economic
   - Social Cultural – religious, gender, race, ethnic, etc.
   - Environmental

d. History of the United Nations and how its organizations have treated the problem
   - UN Charter
   - Past UN resolutions or treaties on the topic under discussion
   - Statements made by the Secretary-General or a relevant UN body or organ/s

e. Responsibility of United Nations in dealing with problem

   Be careful to *not* create objectives for a resolution that cannot be met. Make sure the UN organ you are part of has the power to take the action suggested. For example, the General Assembly cannot sanction/punish another country. Only the Security Council can do so.

f. Organizational Suggestions of the Preambulatory Clauses
   - Thematically – group similar ideas together

● Chronologically – arrange the events, policies chronologically

✔ FORMATTING PREAMBULATORY CLAUSES: All Preambulatory Clauses begin with one of the following present participles or clauses:

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

Part III of Resolution: OPERATIVE CLAUSES

Questions for writing operative clauses: *Do the Operative Clauses solve the problem(s) in the Preambulatory Clauses?*

a. Do the clauses address the multifaceted nature of the problem (Question of) - environmental, political, traditions, economic, political, religious, gender, race, ethnic, etc.?
   ● Do the encompass the governmental and non-governmental pre-existing solutions?
   ● Have they addressed what arguments and parties will be opposed to the solution?

b. What is the timeframe for implementing the steps towards the solution/s?

c. Do organizations need to be created to solve the problem?
   ● Why is it necessary with many existing organizations?
   ● Who will fund it? [Not in General Assembly, but how much will it cost? Have you researched other programs and their funding elsewhere for cost comparisons?]
   ● How will it be administered? Structures, powers?
   ● Who will be its members?

d. Does each Operative Clause have one main idea or does it contain a mixture of several ideas that should be disentangled?

e. Is there a logical flow to your operative clauses? Why did you order them in the way you did?
   ● Thematic organization – by interest groups, by various topics within the groups
   ● Chronological organization

- ● Organized by non-governmental, Local, national, and international actions

✔ FORMATTING OPERATIVE CLAUSES: Each operative clause begins with a verb i.e. an operative phrase and ends with a *semicolon*. If a clause needs more explanation, subsequent bulleted lists of letters and roman numerals can be used. After the last clause, the resolution *ends in a period*.

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

*Remember: Unless they were given a mandate to act, the General Assembly, its committees, and all bodies may only bring attention to and/or suggest actions. *Only* the Security Council may require action or sanctions from member states.

SAMPLE RESOLUTION

FORUM: The General Assembly

QUESTION OF: Strengthening UN coordination of humanitarian assistance in complex emergencies

SUBMITTED BY: Greece

THE GENERAL ASSEMBLY,

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

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

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

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

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

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

3. Requests that all member states develop rapid deployment forces to better enhance the coordination of relief efforts of humanitarian assistance in complex emergencies;

4. Calls for the development of a United Nations Trust Fund that encourages voluntary donations from the private transnational sector to aid in funding the implementation of rapid deployment forces (RDF) with particular emphasis on: **[Introduce Subclauses using colons]**
  a) supporting RDF in remote regions such as **[No punctuation is used to separate subclauses]**
   i. areas that suffer from desertification **[No punctuation is used to separate subclauses]**
   ii. areas that have existing refugee camps
  b) conflict regions where civilians are particularly endangered such as but not limited to;

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

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

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

E. ORDER OF CONFERENCE & DEBATE

Each day the committee will proceed in a certain order following this basic flow of debate. Here is a short summary of the basic phases of debate.

Phase #1: Introduction	Phase #2: Main Submitter begins Open Debate	Phase #3: Open Debate	Phase #4: Closed Debate
The chairs take attendance, give delegates time to write resolutions (lobbying), and then, announce a resolution for debate.	The chair sets the time for debating a resolution. The Main Submitter makes a speech and answers questions about the resolution.	This is the main part of debate where the resolution is "open" for delegates to (a) discuss/debate and (b) to change or "amend" a resolution. This phase ends when the time set by the chair expires.	This phase is "closed" because the resolution is no longer "open" to being changed. In this phase, speakers make one final appeal for people to support or reject the entire, amended resolution. Delegates may choose to vote in favor or against the resolution or they may abstain from voting.

The following is a more thorough explanation of the four phases of debate.

Phase #1: Introduction

Roll Call	The chair takes attendance by calling out the names of all countries, which should be present in the respective forum. Delegates representing a sovereign member state must answer with "present and voting". All others should only answer with "present" as they are only entitled to vote on procedural matters.
Lobbying/ Unmoderated Caucus	In the beginning sessions of a committee, after roll call delegates will go into lobbying (unmoderated caucus). During lobbying delegates will leave their seats to get together with other delegates who share the same policy in order to draft a resolution. The chair will be available to answer any questions the delegates may have. After the resolution is completed it will be read and corrected by the chairs and then the approval panel.
Resolution is Announced	The chair decides which resolution will be debated or continue to be debated from the previous day. The chair must notify the main submitter in advance and ensure that all delegates receive a copy of the resolution and are given an appropriate amount of time to read it.
Main Submitter Reads Operative Clauses	The main submitter is summoned to the floor and asked to read aloud the operative clauses.

Phase #2: Main Submitter begins Open Debate
Open debate is the timeframe when delegates can discuss and change the resolution.

Chair Sets the Debate Time	The chair sets the debate time, e.g. 60 minutes. An extension may be proposed by any delegate, however this is subject to the chairs decision. The time runs continuously during debate.
Main Submitter Holds Speech on the Resolution	The main submitter is granted 3 minutes to speak on his resolution. After this time has elapsed, the chair will ask the delegate whether he opens himself to Points of Information.
(*Option A*) **Points of Information**	Points of Information are questions to the delegate who has the floor. Both the delegate and the chair can decide to not entertain or limit the number of points that may be raised. After answering, the delegate yields the floor back to the chair.
(*Option B*) **Yields the Floor to Another Delegate**	Instead of yielding the floor back to the chair, a delegate may yield it to a fellow delegate. Although unnecessary, it is advisable that the selected person be previously informed. If the delegate accepts the yield he will be given the floor. Following the conclusion of the speech delegates may open themselves to Points of Information. Thereafter the floor returns to the chair.

Phase #3: Open Debate
During open debate, delegates discuss and amend the resolution by making motions or points.

Although delegates can do more than is listed in this section (Please see "Section F: Points and Motions" for more information), the following are the **five most common motions, points, or actions that happen in debate.**

1) Delegate holds a Speech	Delegates hold a speech to address matters relevant to the topic and resolution. They may introduce an amendment and open themselves to Points of Information. The floor must be yielded upon answering. With the chair's permission, the floor may be yielded only once to another delegate, who may speak, propose an amendment, open himself to Points of Information, but not then again, yield the floor to another delegate.
2) Motion to submit an Amendment	An Amendment is a change/edit to the resolution. During open debate, any speaker with the floor may propose an amendment (side motion) to the resolution (main motion). A resolution may be amended by striking, inserting, or replacing any word, phrase or clause in the operative clauses. It must be coherent with the resolution format and grammatically correct. A copy of the proposed amendment has to be submitted in writing to the chair before it is proposed. The chair will decide on the propriety of the amendment and whether it will be entertained.

The following section below explains how the **amendment process** functions:	
Chair Entertains & Reads Amendment	After the delegate says that they have submitted an amendment, the chair decides to entertain the amendment. If the chair approves, they say "this is in order". The chair reads aloud the content of the amendment.
Chair sets a Debate Time for the Amendment	The chair sets a debate time for debate "in favor" and "against" the amendment. The time spent "in favor" and "against" are separately determined (e.g. 3 min in favor and 3 min against). This time runs continuously during debate on the amendment. The time debating for and against an amendment is also part of the overall open debate time for the entire resolution.
Debate in Favor and Against Amendment	The rules that apply for open debate also apply for closed debate on the amendment. Nevertheless, debate on an amendment is divided into time "in favor" and "against". During time "in favor" delegates may only speak for and during time "against" only opposed to the amendment. It is also only possible to submit an amendment to the amendment (An amendment to the second degree) during time "against." The first speaker on the amendment is the amendment's main submitter.
(*optional*) **Amending the Amendment** **(Amendment to the Second Degree)**	Delegates may propose changes to the amendment during time "against". The same rules of procedure apply as for the original amendment. The debate on the original side motion is adjourned and the respective debate time paused. After taking the amendment to a vote, debate on the original amendment is resumed with the appropriate changes made.

3) Motion to Extend Debate Time	Calls for the extension of debate time for speaking, debate on an amendment, etc. Reason must be given for the part of debate to be extended.
4) Motion to Move to the Previous Question	Calls for moving to the next part of the flow of debate. This is used to end the current action.
5) Delegate makes a Point	See list of points after the section of Open Debate.

Phase #4: Closed Debate
During Closed Debate, debate is limited to only final speeches and voting on the amended resolution.

Time in Favor and Against	After time for open debate has elapsed, a delegate may first speak for and against the resolution. Each speech may not exceed 3 minutes.
Vote on Resolution	During voting procedure all points and motions, except Points of Order relating to the conduct of voting, are out of order. Voting is normally done by means of a show of placards. The chair conducts the vote by counting the number of votes in favor, the number against, and the number of abstentions. In General Assembly committees, a simple majority of votes in favor is required for the passing of a resolution. In the Security Council, voting is different. Only the passing of a resolution may be applauded.

F. POINTS & MOTIONS

Points are generally remarks or questions, while *motions* are used to move to a different part of debate. The following are the most commonly used points and motions used by delegates during debate.

POINTS	Notes	Interrupt Speaker	Second Required	Vote Needed?
Point of Personal Privilege	● Refers to the comfort and well-being of the delegate ● May *not* refer to the content of a speech ● *Example:* "Could the windows please be opened? It is very hot in here."	YES May *only* interrupt if it is due to audibility	NO	NO
Point of Order	● Refers to procedural matters only, i.e. if the chair makes an error in the order of debate or in the setting/observing of debate time ● *Example:* "Is it in order for the delegate to yield the floor to another delegation since the floor was previously yielded to him by Saudi Arabia?"	NO	NO	NO
Point of Information to the Speaker	● A question directed to the delegate having the floor, who is willing to respond to points of information ● Must be formulated in the form of a question, i.e. "Is the speaker aware that..." A short introductory statement may precede the question ● Always remain standing when the speaker is replying to your Point of Information ● *Example*: "Could the honorable delegate, as she is the main submitter of this resolution, please explain to the house what she intends with clause 3?"	NO	NO	NO
Point of Information to the Chair	● A question directed to the chair related to the content of debate ● *Example:* "Could the chair please explain how UNICEF ensures primary education in Asia?"	NO	NO	NO

MOTIONS	Notes *Motions are entertained only with chair discretion.	Interrupt Speaker	Second Required	Vote Needed?
Motion to move to the previous question:	● Calls for moving to the next part of the flow of debate. ● *Example:* When there is time in favor of an amendment, this motion means to move to time against the amendment. In time against the amendment, it means moving directly into voting procedure.	NO	YES	Chair Discretion *or* Simple Majority
Motion to table the resolution	● Motion *only* entertained with chair's approval. ● Calls for the temporary disposal of a resolution ● The submitter of this motion to table a resolution will give a short speech on their reason for the motion ● The Chair will then recognize two speakers in favor and two against this motion	NO	YES	YES Simple Majority

| MOTIONS	Notes *Motions are entertained only with chair discretion.	Interrupt Speaker	Second Required	Vote Needed?
Motion to extend debate time	● Calls for the extension of debate time for speaking, debate on an amendment, etc. Reason must be given for the part of debate to be extended. ● The chair grants or denies the motion and sets the amount of time to extend debate ● *Example:* "Motion to extend debate time on Brazil's amendment"	NO	NO	NO
Motion to move into a *moderated* caucus:	● Motion is only entertained with chair's approval. ● Calls for moving to a series of speeches for a set time on a specific topic in debate. ● Motion must contain proposed length of caucus ● Motion to move into a moderated caucus must also name the subject of moderated caucus ● *Example:* "Motion to move into a moderate caucus of 5 minutes on the subject of drug trafficking in Guinea Bissau"	NO	YES	NO
Motion to move into an *unmoderated* caucus (lobbying):	● Motion is only entertained with chair's approval. ● Calls for moving out of open debate and into a unmoderated caucus ● Motion must contain length of proposed caucus ● *Example:* "Motion to move into an unmoderated caucus of 5 minutes to discuss matters among member states."	NO	YES	NO

ADDENDUM #1: MUN GLOSSARY

*See Addendum #2 for more specific United Nations terminology, acronyms, and information.

Abstain: is to be neutral or not vote in favor or against something. This action or non-action is called an "abstention." (No sovereign country can ever be forced to vote a certain way, especially with the much misunderstood "motion to divide the house".)

Amendment: is a change to something, in MUN, it is a change to a resolution. Changes to resolutions are often in the form of striking, editing, or adding something. Amendments require a vote and generally make up a substantial portion of debate.

Caucus: There are two kinds of caucuses. An *unmoderated caucus* is the same thing as lobbying, which is the informal time that delegates are given to merge and write a resolution. A *moderated caucus* consists of the chairs recognizing many delegates in quick succession without granting points of information.

The **Floor**: is the right someone has to publicly speak or do something in debate. If the delegate "has the floor", this means they are the one asking/answering questions, holding a speech, etc. When finished, they "*yield the floor*" [give it back] to the chair.

House: refers to all the people in the committee. You may hear the chair say "may the house please come to order" when the chair wants the committee to calm down or "are there any delegates in the house wishing to speak".

LEDCs/MEDCs: are *L*ess *E*conomically *D*eveloped Countries and *M*ore *E*conomically *D*eveloped *C*ountries.

Lobbying: is an informal meeting time for delegates. Generally delegates draft resolutions during this time. It is also known as an "**unmoderated caucus**."

Motion: is an action that moves from one part to a different part of the debate. Motions are proposed by delegates and need the approval of chairs and sometimes other delegates. The *motion to move to the previous question*, for example, is made when a delegate wants to move from time in favor of an amendment to time against or when a delegate wants to move from time against the amendment into voting procedure. Motions can be seconded or objected. All motions are ultimately at the chair's discretion.

Point: is a remark or a question to the chair or a delegate. It often has to do with the personal issues of a delage. A "point of personal privilege", for example, is used when a delegate feels unwell or can't hear properly. A "point of information" is used when a delegate wants to ask a question.

Resolution: is an action plan to address a problem (question of). Grammatically, it is an English teacher's nightmare because it is one, long sentence.

Second: is an agreement or approval of a proposal or a motion. If a delegation agrees with the motion of another delegate, then they may approve it by saying, "second".

Yield: is to "give up/away" something. Example: a delegate can "yield the floor to the chair", which means to "give the floor".

ADDENDUM #2: UNITED NATIONS INFORMATION & GLOSSARY

United Nations (UN) History - was founded in 1945 after World War. The UN Charter establishes four primary aims: to maintain peace and security, further international co-operation, develop and harmonize friendly relations among its member states.

Diagram of Main Organs/Bodies of UN[1]
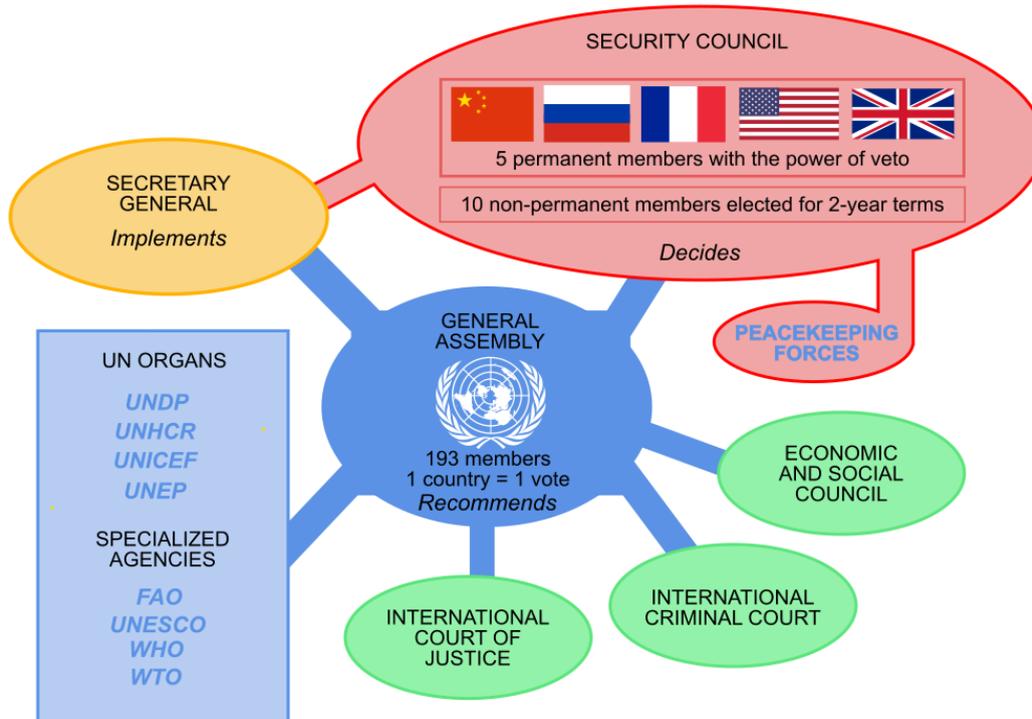
Important United Nations Organs in Model United Nations

- **General Assembly** (**GA**) **–** is the body that makes the laws and recommendations for the UN. It cannot enforce or implement like the SC or Secretary General. There are 193 UN Member States.

- **Security Council** (**SC**)– UN body that implements & enforces laws *if* the five Permanent Members (**P5**) (China, Russian Federation, France, USA & UK) do not **veto** (reject) it.

- **International Court of Justice (ICJ) & International Criminal Court (ICC)** - The ICJ deals with problems of/between member states while the ICC deals with crimes of individuals.

- **Economic and Social Council (ECOSOC)** - responsible for coordinating the economic and social fields of the UN and making policy recommendations.

Important United Nations Documents

A. **Charter of the United Nations** - written in 1945 document which establishes the aims and structure of the organization.

B. **Universal Declaration of Human Rights (UDHR)** - written in 1948 to clarify the rights of each human.

C. **Sustainable Development Goals (SDGs)** - 17 development goals published in 2015 to be accomplished in 2030.

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[1] Retrieved February 2020 from https://commons.wikimedia.org/wiki/File:UN_Institutions2.svg