Official Delegate Handbook

Oakridge Model United Nations
Second Iteration · March 13-14, 2021

Table of Contents

Greetings from the U.N. Secretary-General, António Guteres

UNITED NATIONS   **NATIONS UNIES**

THE SECRETARY-GENERAL

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**MESSAGE TO OAKRIDGE MODEL UNITED NATIONS
CONFERENCE SECOND ITERATION (OAKRIDGEMUN II)**

Vancouver, British Columbia, 13 to 14 March 2021

Our world faces an unprecedented crisis that is causing widespread human suffering, upending lives, devastating the global economy and risking reversals of hard-won progress towards the Sustainable Development Goals.

In these trying times, I welcome the holding of your Model United Nations activity. Your unwavering commitment to international cooperation is essential for tackling the COVID-19 pandemic -- the biggest test our world has faced since the Second World War.

We can only defeat the coronavirus if we do so globally. We must recognize that the poorest countries and most vulnerable will be the hardest hit, and that decades of development gains could be reversed. Countries already suffering armed conflict now face further upheaval. And the pandemic is having a disproportionate impact on the world's women.

The United Nations is undertaking a wide-ranging response – calling for a global ceasefire and working to control the pandemic, save lives, mitigate the socio-economic impacts, fight stigma and recover better.

We are strongly committed to providing full support to all, guided by our shared values. The world needs your energy, and I draw great hope from seeing your generation mobilize to address the challenges of our time and to build a healthier, more equitable and sustainable future for all.

In that spirit of common cause, I wish you a successful Model United Nations conference.

2

What is Model United Nations?

Model United Nations is an activity of diplomacy, cooperation, and compromise. Hundreds of thousands of students across the world participate in Model United Nations conferences in all grade levels.[1] It truly is an international activity that welcomes all who are willing to participate. Model United Nations has been recognized by the United Nations and there is a programme at the United Nations that specifically aims to "build and maintain strong links between the UN and Model UN participants across the world."

Model United Nations involves two main aspects: diagnosing and solving the problem. There are a myriad of problems that exist in this world. From Mental Health in War-Torn Nations in WHO to European Military Reform in the E.U., we certainly live in a world that is plagued with problems. It is thus important to discuss these very serious issues and to identify or diagnose them. This is the first step to any solution. Obviously, it is not enough to just acknowledge the existence of these problems, we must also solve the problems. This is where the second aspect of Model United Nations comes in - the ultimate goal of every Model United Nations conference is to solve the problems that exist in the world.

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[1] https://www.un.org/en/mun

Before Conference Day

Background Guides

The purpose of a background guide or backgrounder is exactly as it sounds - to provide background information on a committee's debate topic. It provides the following:

- an introduction to the committee,
- overview of the topic,
- relevant history,
- current situation of issues,
- bloc positions (note - blocs are groups of countries that align together based off similar geography, solutions and/or beliefs)
- and potential solutions.

The directors of each and every committee have worked tirelessly to help prepare this document for your use, so use it to the fullest as a guide to narrow your field of research and your position paper!

Position Papers

A position paper is a multi-paragraph document detailing your delegation's stance on the topics of your chosen committee. Generally, position papers should be 2 pages maximum (preferably one) not counting sources, be written in third person, be formatted in Times New Roman font with a font size of 11 or 12, and must comprise of the following for every topic:

- **First part:** a succinct **overview** of the topic, stating aspects of the subject your delegation believes is most important
- **Second part:** an **expansion** onto the aspects stated within the first paragraph. Here you'll also describe your delegation's position on this issue.
- **Third part: solutions**. Discuss how your country has handled this issue and the outcomes that resulted from that. Also, discuss the solutions your country would want to propose.
- **Fourth part:** a brief **conclusion** of the aforementioned parts.

Make sure to research your delegation's stance on your committee's topics, and cite sources in MLA 8 Citations. Position papers are due at 11:59pm PST on Thursday, March 11th. However, if you have extenuating circumstances, feel free to email your committee dais for an extension. For a sample position paper, click here.

Conference Platform and Schedule

All conference-related events - Opening & Closing Ceremonies, Committee Sessions, and the Delegate Social - will be hosted with the video-conferencing platform Zoom. Please have a working webcam and microphone, familiarize yourself with the functions of Zoom and update Zoom to the latest version before the conference.

Note on Timezones:

Due to daylight savings, the conversion for nearly all time zones in Canada and the U.S. will unfortunately differ between the first and second day:

- **All times for Saturday, March 13 are in PST; UTC-08:00,**
- **All times on Sunday are listed in PDT ; UTC-07:00 due to <u>Daylight Savings Time</u>.**

For our schedule in other time zones, such as EDT, IST or JST, please refer to the OakridgeMUN II Official Worldwide Schedule Book.

Schedule starts on next page

DAY 1 - Saturday, March 13th, 2021

Time	Activity
8:00 AM - 9:00 AM	**Opening Ceremonies** - *Opening Remarks* - *The Values of Oakridge* - *Keynote Speaker* - *Housekeeping Rules*
9:00 AM - 11:00 AM	**Committee Session I** - *Committee, Staff and Delegate introductions* - *Choosing between the topics* - *Start of first chosen debate topic*
11:00 AM - 12:00 PM	**Lunch Break**
12:00 PM - 2:00 PM	**Committee Session II** - *Continued debate of first chosen debate topic* - *Brainstorming + Drafting Resolution Paper*
2:00 PM - 2:30 PM	**Break** - *Preferred time for Dinner for EST Delegates*
2:30 PM - 4:30 PM	**Committee Session III** - *Wrapping up of first topic Resolution Papers*
4:30PM - 6:00PM	**Delegate Social** - *Video games, chatrooms, and more!*

DAY 2 - Sunday, March 14th, 2021

Time	Activity
9:00 AM - 11:00 AM	**Committee Session IV** - *Start of second chosen debate topic*
11:00 AM - 12:00 PM	**Lunch Break**
12:00 PM - 2:00 PM	**Committee Session V** - *Continued debate of second chosen debate topic* - *Brainstorming + Drafting Resolution Paper*
2:00 PM - 2:30 PM	**Break**
2:30 PM - 4:15 PM	**Committee Session VI** - *Wrapping up of second topic Resolution Papers* - *Superlatives (a Model UN tradition)*
4:15 PM - 5:15 PM	**Closing Ceremonies** - *Reflection of the Conference* - *Awards* - *Thank-yous, Closing Remarks*

Housekeeping Rules

Zero-Tolerance Policy

OakridgeMUN enforces a zero-tolerance policy on destructive, obnoxious and rude behaviours in the duration of the conference. This includes:

- disrupting the flow of conference, such as deliberately disobeying orders put out by the secretariat and/or staff. This also includes interrupting delegates and staff when they speak (yes, this includes zoom-bombing);
- sharing an official OakridgeMUN meeting link with non-conference participants,
- possessing or using alcoholic drinks, illegal drugs, tobacco products and vaping devices;
- bullying other delegates, which includes emotional, threating physical and/or sexual harassment;
- using inappropriate and insensitive language that discriminates against other delegates' race, gender, sexual orientation, religion, nationality, & ethnicity;
- promoting hateful ideologies, and not following committee procedure. This includes posting inappropriate and insensitive content.

If a delegate is found to violate any of these terms, the Secretariat team reserves the right to suspend or expel the delegate out of the conference immediately.

Dress Code

All delegates must wear Western Business Attire - Model UN is an activity that runs on professionalism, even with what you wear. Ladies can wear a dress, suit, skirt or blouse (no jeans). For men, this means a suit/jacket with dress pants (no jeans) with a dress shirt. Both men and women have the option to go tieless, but leave *only* the top button of your dress shirt undone.

If a delegate is found inappropriately dressed by a staff member, the delegate member would be asked to leave the session and change into appropriate Western Business Attire before re-entering the committee session.

Zoom Etiquette

-   All delegates must be on-time during Committee Sessions and Opening/Closing Ceremonies. In case of anticipated late arrival or early departure, or other unexpected circumstances, delegates must notify your committee's Staff members via your committee email (or private message in a Committee Session) as soon as possible.
-   When in conference, it is standard procedure to turn your camera on and mute yourself unless you are talking yourself. Privately message the staff should you need to head to the bathroom or have any other pressing concerns. Should you want to "pass a note" to another delegate just like in a regular Model UN conference, privately message the delegate.

Model UN Terms

Points

<u>Point of Order</u> - Used to point out that an error of executing the rules of procedure has been made by a dais member. *This point can interrupt a speaker.*

<u>Point of Inquiry</u> - *Used to ask about a particular aspect of debate. This can include the flow of debate, the topic, the committee, etc. This point cannot interrupt a speaker.*

<u>Right of Reply</u> - *When another delegate threatens you or your national ideology. The affected delegate must text a note to the dais for approval to reply.*

<u>Point of Personal Privilege</u> - Used to point out an external force a delegate feels uncomfortable with. *This point cannot interrupt a speaker.*

Motions

<u>Motion to Open/Reopen Debate</u> - used to open/reopen a debate at the start of each committee session.

<u>Motion to Suspend Debate</u> - used to stop debate before a break.

<u>Motion to Table Debate</u> - used to end debate and start resolution-voting.

Yields

Upon completing your speech in SSL, you can choose to yield (give away) the rest of your time in three ways. Yields apply *only* in SSL, not moderated caucuses (definition explained in Rules Of Procedure Terms).

- *<u>Yield to Chair/dais</u>:* upon doing this, the rest of your time is exhausted
- *<u>Yield to Another Delegate:</u>* upon doing this, the rest of your time will be transferred to another delegate. If the other delegate chooses to accept the yield, he/she will use the remaining time to deliver their own speech.
- *<u>Yield to Questions:</u>* upon doing this, the committees' delegates are free to ask questions to the person who yields using the remaining time.

Other Terms

Blocs - a group of countries formed on the basis of having similar ideas & solutions on a topic. A bloc would brainstorm & draft a resolution paper in the latter half of debate.

Crisis - a fast-paced debate setting intended to solve an extremely urgent problem. If a committee enter a state of crisis, Crisis ROP will be used until the end of the crisis

Decorum - in other words, be quiet, act orderly and pay attention to the dais. This is usually accompanied by a dais member banging a gavel.

Delegate - a *single* person who is part of a delegation that represents an entity, usually a country. A delegation is synonymous with a represented country.

Motion - an action proposed by a delegate to debate a topic's specific aspect.

Rules of Procedure (ROP)

Roll Call
(MUN Attendance)

Motion: Set Agenda to Topic A/B

Primary Speakers List

Motion: Close PSL, Set Agenda

Secondary Speakers List

Moderated Caucus

Unmoderated Caucus

Roundtable (everyone speaks!)

Motion: Present Resolution(s)

Presentation of Resolution (s)

Q&A / Moderated Caucus

Table Debate

Enter Voting Procedure

Amendments (if applicable)

Friendly Amendments

Unfriendly Amendments

Vote on Resolution(s)

One or More Resolutions Pass

All Fail

Close Debate

Revert to SSL

Next Item on Agenda or Adjourn Debate

Table Current Topic

Rules of Procedure (ROP) is the order in which Model UN debate is conducted. There are different kinds of ROP; OakridgeMUN's ROP and most Vancouver Model UN conferences use an ROP based on the **UNA-USA** ROP.

Rules of Procedure Terms

<u>*Roll Call*</u> - Model UN's version of attendance, which happens at the beginning of each committee session. The Dais members will recite every single delegation that has signed up for the committee and delegates will either say "present" and "present and voting" in response.

- <u>*Present and Voting:*</u> indicates you are in the committee and are willing to vote on resolutions.
- <u>*Present:*</u> indicates you are in the committee and *not* voting on resolutions

<u>*Primary Speakers' List (PSL)*</u> - used to propose the preferred first discussion topic for your group, and it is only used at the very beginning of a Committee Session. Delegates would raise their placards and be recognized by the dais to speak for a minute and deliver a convincing argument on which topic would be better to debate first.

<u>*Secondary Speakers' List (SSL)*</u> - an opportunity for delegates to outline their basic stances on the topic. The Chair will ask delegates who are interested in being on the list to raise their placards. When every delegate who wants to be placed on the list has been placed, the Chair will allow delegates to speak for one minute in the order in which the delegates were placed on the list. Speeches in the Secondary Speakers' List should be concise and they should merely be introductory.

<u>*Moderated Caucus*</u> - a formal way of discussing ideas by bringing delegates' attention towards an aspect of the topic. It would be motioned as follows:

- The delegation of (YOUR DELEGATION) would like to motion for a (MM:SS) moderated caucus on (SUBTOPIC).
  - MM:SS is the ratio of total speaking time (in minutes) to speaking time per delegate (in seconds).

<u>*Unmoderated Caucus*</u> - colloquially referred to as an "unmod," it is a more informal way to discuss ideas. Usually motioned in the later committee sessions to flesh out the

topic, discuss with fellow delegates, and/or work on working papers. It would be motioned as follows:

- The delegation of (DELEGATION) would like to motion for a (LENGTH) minute unmod.

Cluster of Ideas/Working Paper - A Cluster of Ideas or a Working Paper usually refers to a resolution paper in the brainstorming stage, with brainstormed problems and solutions that would be elaborated and revised as debate goes on.

Draft Resolution - a properly formatted paper detailing a bloc's proposal of solutions the committee has yet to vote upon. (an approved Draft Resolution would be considered a Resolution Paper). An example of a draft resolution can be found *here*. Each draft resolution should have the following:

- *Sponsors*: the key authors/leaders of a bloc's resolution paper. Can have a maximum of five per bloc;
- *Signatories*: a delegation who agrees on a bloc's resolution paper. Generally, a delegation can only be a signatory of one resolution paper, and can have as many delegations as possible.

And be formatted with two distinct aspects:

- *Preambulatory Clauses*: the parts of the issue the bloc has addressed;
- *Operative Clauses*: the solutions the bloc has decided upon. These clauses are indicated via numbers, and elaborated using subheadings and sub-subheadings.
- Examples of preambulatory and operative clauses' phrases can be viewed here.

If there are two draft resolutions that are similar in terms of policy, the dais may ask to merge them.

Amendments - a change in a draft resolution. A delegate looking to amend a draft resolution must send a note up to the dais with the amendment. There are two types.

- *Friendly amendment:* an amendment approved by the dais plus all sponsors and would be immediately enacted
- *Unfriendly amendment:* an amendment that the dais approves but no sponsors approve. The amendment would then get two delegates debating for and two delegates debating against the clause. If there are more than one unfriendly amendments, they would all have to be debated upon first before delegates would have to vote on all of them.

Voting - once the draft resolution(s) have been introduced and possibly amended, the draft resolutions would have to be voted upon in order for them to become *resolutions*. There are three methods of voting that can be used in OakridgeMUN, listed below.

- *Vote by Placard:* at least 66.6% or ⅔ of delegates' votes needed to pass
- *Vote by Acclamation:* if all delegates agreed to pass the draft resolution, it gets adopted. Therefore, the dais would ask if there are any delegates who do not want a draft resolution passed.
- *Vote by Roll Call:* countries that answered "present and voting" would either vote yes or no in roll call fashion, going in alphabetical order. A resolution paper would pass if ⅔rds of delegates voted "yes".
- *Vote by Division of the Question:* allows delegates to group together and group clauses. Each group of clauses would have two delegates debating for and two delegates debating against the clause. At the same time these clauses can be amended. Once the debating and amending is done, the clauses will be voted upon.
- *Vote Clause-by-Clause:* considered the slowest and least common voting method. Each clause would be amended and gets two delegates debating for and two delegates debating against the clause. Then, delegates will have to vote on the clause.

Crisis Rules of Procedure

Perpetual Moderated Caucus

Crisis Rules of Procedure is typically not used in most committees; it is used in so-called Crisis Committees or any committee that enters into a crisis. This ROP Committee using Crisis ROP will skip the Secondary Speaker's List as well as Voting Procedure. The committee will immediately enter a state of perpetual Moderated Caucus, meaning there is neither a time limit of the caucus nor an agenda. However, the committee may deviate from the perpetual moderated caucus with two possible motions.

- *Unmoderated Caucus:* The unmoderated caucus will act as a form of informal debate just like any other unmoderated caucus in any committee. It should be utilized mainly for the purposes of communicating with your allies and opposing blocs, informal discussion, and having a deeper understanding of the situation around the committee room. Generally, unmoderated caucuses are only permitted in the committee after the second committee session.

- *Directive Voting Procedure:* The committee will move into voting procedure for directives occasionally and this will act as the crisis substitute for normal voting procedure. Generally, directives will be presented by the dais once there has been an accumulation of directives substantial enough for presentation. After the directives are presented, the floor will be open to additional motions:
    - Motion to vote on current Public Directives
    - Motion to enter Moderated Caucus
    - Motion to enter Unmoderated Caucus

  If the committee wishes to enter Directive Voting Procedure, the committee will vote on all current public directives. These directives are approved by a simple majority.

Crisis Updates

To guide the flow of debate, delegates will receive routine updates about the current situation from the dais whenever possible. These updates can include the results of a directive, intelligence information, or the progression of events. Delegates will then be expected to utilize the information given and adapt accordingly.

Directives

Directives are written actions that delegates can take to alter the course of events and they will be the primary way to change the outcome of the crisis. These directives fall under two main categories:

- *Private Directives:* Private directives are directives written by an individual delegate. These directives must be under the jurisdictions and powers of the specific delegate and have to be relevant to their position. These directives do not require additional sponsors or signatories, thus these directives have less power. Furthermore, private directives come in two main forms, overt and covert. Overt directives are directives that will be publicly announced to the committee while covert directives are secretive actions that will not be disclosed by the dais.

- *Public Directives:* Public directives are actions taken by either a bloc or a group. They function a lot like conventional resolution papers in the sense that delegates have to collaborate. As such, public directives will require sponsors. These directives will be voted upon by the committee during directive voting procedure and are passed with a simple majority.

OakridgeMUN Delegate Resources

NOTE: A stable Internet connection is required to view all of these resources.

About Zoom / How to use Zoom

- [Link to Zoom official website](#)
- [How to Use Zoom](#)
- [Upgrading Zoom](#)

Official Worldwide Schedule Book

- [Click here.](#)

Research Resources

- Country Profiles and Statistics:
    - [Country Reports](#)
    - [Country Watch](#)
    - [CIA World Factbook](#)
    - [World Bank](#)
- UN Resources (good for finding UN documents)
    - [Official United Nations Website](#)
    - [Official International Court of Justice (ICJ) Website](#)
    - [UN Foundation](#)
    - [UN System](#)
    - [UN Bibliographic Information](#)
    - [UN News Centre](#)
    - [UN PaperSmart](#) - Includes all UN documents, including research documents, notes from the Secretary General, rejected and accepted draft resolutions, etc.
    - [Dag Hammarskjöld Library](#) - Includes external documents related to UN documents
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- Think Tanks (good sources, but watch out for author's bias)
    - [Council of Foreign Relations](#)
    - [Brookings Institution](#)
    - [Carnegie Endowment for International Peace](#)
- Media (when using Media, recognize any underlying biases).
    - [Reuters](#)
    - [Associated Press (AP)](#)
    - [The Economist](#)
    - [Foreign Policy Magazine](#)
    - [BBC News](#)
    - [The New York Times](#)
    - [New York Post](#)
    - [Washington Post](#)
    - [CNN](#)
    - [Fox News](#)
- Citation Websites (make sure to cite in MLA 8!)
    - [EasyBib](#)
    - [Citation Machine](#)
- [Wikipedia](#) (for accessing *summary* of topics)

Model UN Prep Resources

- [Position and Resolution Paper Exemplars](#) (with annotations)
- [Examples of Preambulatory & Operative Clauses' Phrases](#)
- [How to Get Started with Model UN](#)
- [Essential Skills for Model UN Success](#)

Contact Us!

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Ad Hoc   **? ? ?**

Social Media

Facebook, Instagram, LinkedIn   **https://linktr.ee/oakridge.mun**

Enter with Curiosity, Exit with Courage