Davis Model United Nations

Delegate Guide

2012-2013

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Position Papers

What is a Position Paper?

Position papers are research papers about the topic you are discussing in the committee discussing the UN whichever country you may be representing, and potential solution(s) for the issue(s). For any given committee, a position paper is required for each topic. Since most committees have two topics, each delegation is expected to submit one position paper for each topic. Conferences with dual delegation committees usually require one position paper per topic.

Why Do We Write Position Papers?

While position papers may seem very painstaking, they are the best way to prepare for debate in committee. The more comprehensive your position paper is, the better prepared you will be for committee activity. Researching the four major points of a position paper and writing them in the form of a paper will not only expand your knowledge and understanding of the situation and your country’s role in it, but will also help you find solid evidence for your argument. In turn, you will be able you to conjure more persuasive points.

Position papers are seldom mandatory. They are typically required by conferences by a certain date in order to qualify for any sort of award, and a truly stellar position paper may even earn a research award, depending on the conference. Some don’t hand out research awards at all, but the vast majority of MUN conferences require a position paper submitted to qualify for committee awards.

You are strongly encouraged to write a position paper for any committee, even if you have no intention of winning an award at that particular conference. Writing a position paper is essentially doing your research for a conference and putting the strongest points of it in the form of a paper. This is also a easy way to have reference material to refer to during committee if you need it.

How to Write a Position Paper

Step 1: Research

There are four major points you MUST address in your position paper:

1. Background information on the topic.

2. What the U.N. has already done about the issue.

3. Your country’s position on or history with the issue.

4. Potential solutions that your country proposes for the issue.

In some cases, you may have trouble finding your country’s relevance to any topic since not all countries are involved in every international issue. In this instance, there is a good chance your country simply follows its bloc. If you have any issues with this, do not hesitate to ask a fellow Davis MUN member for help. We know how difficult this can be.

Be sure to cite your sources. By now, you should know the dangers of plagiarism; but more than that, having a credible source is very important. The U.N. website and the CIA World Factbook are reliable sources and contain a wide variety of information. As taboo as it may seem, Wikipedia is also a great place to find sources, but it is recommended that you only use it for general background information and for links to more credible sources rather than specific details.

Step 2: Writing the Paper

Here is a sample heading for your position paper that should be placed on the upper-left hand corner of the header.

Committee: Human Rights Commission

Topic: Violence Against Women

Country: Denmark

Aside from the heading, your entire paper should have:

-12 pt. Times New Roman or similar font

-1-inch margins

-header on every page, within the top margin

-double spaced with a length of no more than 4 pages

First Part: Background Information

Research your topic extensively and try to find as many possible viewpoints of the situation as possible. In this part, you need not include any information about your country at all; simply show that you know much about the topic at hand. The topic synopsis that the chair provides is usually a good place to start researching.

Here is an example from the same delegate representing Denmark in the HRC:

The Universal Declaration of Human Rights states, “No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment. Although this doctrine was adopted in 1948, the world has fallen quite short of this goal. Violence against women pervades all states and it is the duty of the international community to ensure that all persons are afforded equality and respect. Despite cooperative efforts at combating gross human rights abuses, such as the adoption of the Declaration on the Elimination of Violence against Women, the United Nations has not been able to alleviate the injustice women worldwide experience daily.

Second Part: U.N. Involvement

This is where you write about what the United Nations has already done regarding the issue. It may be difficult to separate this from the first section, but if you dig deep enough in your research, you should be able to find enough to make this part of your paper stand alone. This section includes any U.N. Directives or resolutions that have been passed. This does not have to include your country’s UN involvement for the topic. This section is also clearly important regarding how you will be debating in committee: it is very important to know what steps the U.N. has already taken in any topic in order to formulate a realistic solution.

Example from Angola in the General Assembly regarding Conflict Diamonds:

In 1993, after eighteen years of bloodshed within Angola, the United Nations Security Council passed Resolution 864 which called for an arms and oil embargo to be placed on the National Union for the Total Independence of Angola (UNITA).While the United Nations hoped it would end the war, Resolution 864 and Resolution 1173 (passed in 1998, placing a diamond sanction on UNITA) was insufficient in ending the fighting as they continued to mine “conflict diamonds” and exchange them for arms. In 1998 alone, the UNITA was able to evade the sanctions and sell 300 million dollars worth of diamonds. Finally in 2000, the Security Council Sanction Committee piled a report that lists at least ten African countries that were trading with the UNITA and began work on dismantling the illegal trade. In 2002, the Popular Movement for the Liberation of Angola and the National Union for the Total Independence of Angola signed a peace treaty to end the war later that year, the Security Council all sanctions placed on UNITA by passing Resolution 1448.

Third Part: Country’s Involvement

Just as pertinent to the committee is what your country has done regarding the issue. This can be anything from historical events to recent actions. This section may be shorter or longer, depending on the level of your country’s involvement in the issue. Also, avoid mentioning the domestic aspects of what your nation has done and try focusing more on the international aspects.

In 2002, the Danish Government launched an extensive action plan to combat domestic violence against women. The plan includes measures to help treat abused women, identify and prosecute the perpetrators, and incorporate professional medical and psychological staff into the rehabilitation process. The action plan currently reaches out to both governmental and nongovernmental groups on the local level throughout the nation.

Fourth Part: Proposed Solutions

This part may be difficult to write depending on your country’s position; some may be more vague or ambivalent than others and in many situations, you may be prompted to produce a potential solution based on your research and your country’s more general position.

Denmark is confident that this Commission can bring about an end to violence against women without compromising the sovereignty of member states. Education remains perhaps the most useful tool in protecting victims of gender-based violence. Governments, UN agencies, and nongovernmental organizations (NGOS) can plan a coordinated campaign that educates national populations on the various ways women are violently targeted. Similarly, harmful traditions, such as honor killings and female genital mutilation, must be stopped by reforming traditional views of women in society. Children of both sexes need to be taught at an early age to value the rights of women in order to prevent such violence in their generation

 Another part that should be in all position papers is a properly formatted list of resources you used. These can be cited throughout the paper, in footnotes, or just listed at the end. Conclude your paper with a strong statement regarding your proposed solution(s) and precisely how it/ they would benefit the international community; it is very easy to begin rambling in this part, so be sure to keep it clear and concise.

Step 3: Revision

This is the easiest step to skip, and is also precisely why position papers should be written well before the set deadline. Not only should you look over your paper, but you should absolutely send your position paper to your fellow Davis MUN members to revise it; remember, holes in the logic of your position paper likely translate to holes in your argument in committee. It’s better to be caught before the conference while you can still fix any issues than during committee.

Preparing for Committee

Attire

In committee, everyone must wear formal attire and look professional; wear something you would to a big job interview. While dressing yourself, you must be comfortable, but ensure that others can take you seriously at a glance. This means nothing distractingly revealing, with outrageously loud colors, or unconventional in a professional setting.

For men:

A suit and tie, dress shoes, and anything else you would consider “business formal”. This includes button-down shirts, slacks, polo shirts. Please avoid wearing any caps. Casual clothes, such as jeans and sneakers, are NOT acceptable.

For women:

Any suit or formal dress will work. Collared shirts, blouses, polo shirts, slacks, tasteful skirts are also allowed. Follow the same general rules as with men, but avoid wearing anything that would make you uncomfortable after several hours. Heels are OK as long as you are comfortable wearing them for an extended period of time. It is advisable to carry an extra pair of shoes to conferences to wear during breaks.

Supplies

Naturally, you will need supplies such as:

-Pens and Pencils

-Notebook Paper

-Smaller note paper for passing notes, such as post-it notes (Optional)

-Your position paper for reference

-Any other research documents

###### Useful Vocabulary

Debate: Delegates giving speeches, discussing the topic at hand. Very strict.

Decorum: A call to order in your committee, request from the chair to pay attention

Placard: A large piece of paper displaying the name of the country a delegate is representing. Used to signal votes and call the attention of the dais for a point or motion

Quorum**:** 1/4 of the nations on the committee that are on the Roll Call Sheet.

Observer Nation: Nation (ex: Palestine) that cannot vote on substantive proposals and cannot be sole sponsors of proposal.

Table: verb referring to putting something aside. A “Motion to table a topic” entails setting a topic aside for later discussion.

Floor: The other side of the Dais, figuratively. Basically, the floor is where delegates are (opposed to the dais). The phrase, “What other resolutions are on the floor?” asks delegates what resolutions are still out there which have been ruled on but are yet to be voted on by the committee.

Substantive: A document pertaining to the question being discussed by the committee, such as a resolution. A substantive motion is a motion pertaining to the *passage* or *amendment* of such a document. Delegates may abstain from substantive votes if they are not present and voting. Substantive Proposals are resolutions and amendments.

Procedural: A point or motion pertaining to the function of the committee, such as the order of agenda, speaking time, presentation of a substantive document, order of voting (not the voting itself), and suspensions of debate.

Yielding: giving up the rest of your allotted speaking time to someone else. This can be given to the chair, after which no comments are allowed on your speech. Time can be yielded to another delegation, or to questions.

Comments: Responding to the speech a fellow delegate has made by agreeing with, disagreeing with, or questioning the delegate. You are not allowed to comment on or reply to a comment. It is a good idea to begin by thanking the delegate for their speech.

Dilatory: a chair’s judgment that a particular point or motion is inappropriate and will not be entertained or voted upon.

Working Paper: a document to hopefully passed as a resolution through the committee. Once a working paper has been submitted to the dais for processing it is assigned the committee abbreviation/number (example: WHO/1, GA/1) and is from that point forward known as a “draft resolution”.

Draft Resolution: A working paper, complete with the required number of sponsors and signatories, is a document that is ready to be introduced to the committee in the form of a formal caucus and thereafter, voted upon in voting bloc. *A working paper that has not been formally introduced into the committee may not be voted upon during voting bloc.*

Resolution: If a draft resolution is passed through voting bloc, it is thereafter referred to as a resolution. No document is considered a “resolution” until it has been passed with at least a two-thirds majority of the present committee voting “yes”.

Sponsor — The sponsors of a document are those who contributed to the writing of the document itself.

Signatory — The signatories of a document are those who consider the document to be worthy of debate. Being a signatory does not mean you agree with the resolution in any way. It only means that you would like to see the resolution put to a vote.

NOTE: No delegate is allowed to be both a sponsor and a signatory on the same draft resolution. The two are mutually exclusive.

Preambulatory — The first set of clauses in a resolution are known as the preambulatory clauses. They are what set the precedent for the draft resolution, beginning with gerunds and other passive verbs such as “observing” or “recognizing”. In terms of format, all preambulatory clauses typically have the first verb or verb phrase italicized, and every preambulatory clause MUST end with a comma.

Operative — The second set of clauses are the more substantial portion of an resolution. The operative clauses are numbered and have more active verbs. This is the portion of the resolution that reflects the outcome of the debate. Your solutions will be detailed here. Each operative MUST end with a semicolon, except for the final word of the document, where there must be a period.

Sub-Operative — In the case of an operative requiring elaboration, sub-operatives are lettered underneath the operative clause to which they pertain. Avoid adding any sub-operatives into an operative unless you have more than one; a single sub-operative can be incorporated into the main operative.

Note: Operatives may also be binding in their addresses IF AND ONLY IF they are addressing a lower-ranking organ in the U.N. or regarding U.N. internal affairs.

Amendment — When delegates feel that a draft resolution needs to be changed, amendments have their own set of sponsors and entail changes only to the operative clauses of a draft resolution. The committee votes on amendments before the draft resolution to which they pertain. There are two types of amendments:

Friendly Amendment- When all of the sponsors of the draft resolution to which the amendment pertains also sponsor the amendment, then it is a “friendly amendment”, and is automatically implemented into the draft resolution; no vote is required.

Unfriendly Amendment- if one or more of the sponsors of the draft resolution to which the amendment pertains refuses to be a sponsor for the amendment, then it is considered an “unfriendly amendment” and the committee must vote for its implementation before it votes on the draft resolution.

Directive - The Security Council has the power to pass directives, which are simply a set of operative clauses, usually designed to give orders of a militaristic nature.

General Tips

1. AAlways be on time. Punctuality is a virtue. Chairs WILL notice a delegate who shows up late, which is definitely not a good thing.
2. BBe confident and be firm on your country’s position.
3. SSpeak up. Your MUN experience is more interesting the more active you are.
4. RRemember to consult your Conference Schedule. Always know when committee starts and ends and all the breaks (lunch, dinner)
5. IIf you need to leave your committee room for incidental purposes (bathroom, soda, water, phone call, etc.), please do so ONLY during an unmoderated caucus.
6. RRemember to turn off all cell phones. Anything that beeps should never be heard in committee!
7. SStay Organized. Make a Model UN notebook/binder to keep all notes and DMUN-related things together.
8. BBe professional. This also includes being politically correct, being polite, and not offending a delegate personally.
9. DDo not be afraid to ask questions or to ask for help.
10. DDiplomacy, making friends, and being nice can go a long way
11. EExplore your options when doing research. Don’t be afraid to think outside of the box. However, keep your solutions within reason.
12. BBe mindful of how you are presenting yourself to the rest of the committee

Useful Websites

 <https://www.cia.gov/library/publications/the-world-factbook/index.html>

 <http://www.un.org/en/>

 <http://countrystudies.us/> (this may be a little outdated, but still useful)

 <http://davismun.org/>

Committee Debate

Unfortunately, there is a small amount of variation in the explicit procedures of debate, which tends to vary from conference to conference, but there are general rules that all Model UN conferences must follow. All delegates must vote in procedural matters which affect how the committee is run. Abstentions are only available when voting on the passage of documents in voting bloc.

Starting Committee

Once it is time for the committee to start or if 1/4th of the expected members of the committee are present, also called quorum, the chair will bang the gavel and say “I call this committee to order.” At this point the chair will now take roll and introduce the dais. When the chair calls the name of your country for roll, there are two options for your reply present or present and voting.

Present- announces your presence in committee; you will be counted when voting.

Present and Voting- Same as present, except revokes your right to abstain during voting bloc. In short, you will be forced to either vote ‘yes’ or ‘no’. Use this option if your country is very involved in the discussion/ has strong views on the topic.

Once the chair has taken roll and introduced the dais, there must be a Motion to Open Debate in order to move forward. This motion is automatic, and is implemented immediately to begin debate.

After this, the option will arise to set the agenda. A delegate may make a Motion to Set the Agenda to change the order of topics from the one they were originally given. A delegate may also motion to Adopt the Agenda as is. The committee will then vote upon any such motions in the order they are received. In most conferences, a delegate may Motion to Open the Speaker’s List, effectively opening a short debate within the committee to decide the order in which the topics are discussed. The committee will begin discussing the second topic once it has passed through voting bloc for the topic.

Points

During debate, there is a myriad of points and motions available to you to use. You may make a point or motion by raising your placard and waiting for the chair to call on you. No vote is required to make any points. With the exception of a Point of Order, you may NOT interrupt a speaker in order to make a point or motion. This includes the chair.

Point of Information- If a delegate wishes to ask a simple factual question regarding something pertinent to the discussion, he / she may raise a Point of Information and make such a request. This is typically used after a speech or comment as a question to the delegate who spoke. Try to use this only if you actually need objective and factual information. Avoid using this for the sake of diplomacy, like trying to show how little a delegate may know about their country.

EXAMPLE: You raise your placard and are called on after a speech by a delegate about the U.N. Charter. You say, “Point of Information: When was the U.N. founded?”

Right of Reply- If a delegate feels he/ she has been personally offended by a delegate who just spoke, this delegate may request a Right of Reply. Remember, this should NOT be used when your country is insulted. In general, these occur very rarely.

EXAMPLE: If a delegate says during a speech, “I don’t know how anyone can stand to be in the same room as the delegate from Brazil.” Brazil may raise their placard and say, “May I have a right of reply?”

Point of Personal Privilege - As the name suggests, this point is made with regards to the actual person making it. It is most often used when a delegate needs to use the restroom outside of an unrnoderated caucus, but can also be used with regards to the temperature of the room, or if a window is causing a glare. The ONLY instance in which you should use this point to interrupt a speaker is if you cannot hear them or you have an emergency.

EXAMPLE: Raising your placard and say, “Point of Personal Privilege: Can you please shut the window?”

Point of Parliamentary Procedure (or Point of Inquiry) - A delegate may raise this point in inquiry of the actual procedure of the debate. You may use this to ask for the current speaking/comments time, how many delegates are present in the committee, how a particular point or motion works at that particular conference, etc. This is especially helpful regarding any rules and procedures that have been affected by the “house rules” of a conference in order to have a better understanding of how they may do things differently from Davis MUN or even the real UN. Be aware that these may differ from those presented in this handbook.

EXAMPLE: Your chair does not allow comments after your speech, even though you did not yield your time to the chair. You raise your placard and say, “Point of Parliamentary Procedure: Are comments going to be allowed after speeches?”

Point of Order - This motion is used most commonly when the chair has made an error in procedure. This point may have nothing to do with the substance of debate, and may only pertain to the alleged error in parliamentary procedure (eg, if a chair neglected to ask the delegate who motioned to open the speaker’s list if they would like to be the first to speak). This is the only point that may affect procedure. This motion MAY be used to interrupt the chair. There should be no reason to use it when a delegate is giving a speech. Make sure to use it only when you are certain that the chair has made a mistake that has implications on the structure of debate.

EXAMPLE: In a moderated caucus with speaking time of one minute, the chair bangs her gavel indicating that time is up after only 30 seconds. You raise your placard and ask, “Point of Order: Isn’t the speaking time for this caucus actually one minute?”

Motions

Motions are what move committee forward. They provide the scaffolding for the structure of debate. Each motion affects the flow of debate and how you can make your points in committee. A good command of motions will help you dominate the flow of discussion and put the terms of debate in your favor. Use them wisely.

Motion to Open Debate (no vote- automatic) — A formality that must be made after roll-call in order to move forward in committee.

Motion to Open the Speaker’s List (no vote- automatic) — This is usually the first motion used regarding actual debate (can be used in order to help set the agenda). The chair must ask the delegate who makes the motion as to whether or not he/ she wishes to speak first, and then ask any delegates who wish to speak to raise their placards, and will begin randomly calling delegates to be added to the speaker’s list. After a certain number (of the chair’s discretion) of country names has been added, delegates who are not on the speaker’s list may send a note to the dais requesting to be added. The chair will then call delegates sequentially to come to the front of the committee and give a speech regarding the topic at hand (or the agenda if need be).

The default speaking time is 1:30. If you finish early, you may yield your time to the chair, which means that no comments will follow or simply end your speech and retake your seat. You need not exhaust all of your speaking time. It is common courtesy for a chair to tap the gavel lightly at 10 or 15 seconds before your speaking time expires. If your chair does not do this, please ask him/ her using a point of personal privilege to do so. You may also Motion to Set Speaking Time, Motion to Set the Number of Comments, or Motion to Set Comment Time, all of which must pass a simple majority vote (one-half of those present in committee + 1) in order to be implemented.

Once the speaker’s list has expired the committee will move into voting bloc automatically. If there is nothing to vote on, debate ends. In the real U.N., that would be that, but in conferences, this should not happen until the end of the conference. If the speaker’s list is nearly empty and there is nothing to be voted on, keep debate going by adding yourself to the list or motioning for a caucus.

Motion to Close the Speaker’s List (simple majority) - This motion requires one delegate to speak for and one delegate to speak against the passing of this motion. The delegate who made the motion should be asked to speak for. Each is given 30 seconds to say what they will, and then the committee votes. If this motion passes, then no more delegates may be added to the speaker’s list until a delegate passes a motion to re-open the list at a later time.

Motion for an Unmoderated/ Informal Caucus (simple majority) — This motion requires stating the length of the caucus time. It is also wise to pose a purpose for the caucus. If passed, then the committee is free to get out of their chairs and walk around (or in or out of) the committee room and talk with other delegates. This is where a lot of significant debate happens. You should be very actively talking to people and getting your ideas heard during an unmoderated/informal caucus. It is the most effective way to get your point across in committee. Unmoderated caucuses are also an excellent time to work out the details of resolutions, since it is quite difficult to pass them around during formal debate. As a general rule, unmoderated caucuses can last anywhere from 5 to 15 minutes.

Motion for a Moderated Caucus (simple majority) - This motion requires a duration of the overall caucus, the length of the speaking time for each delegate, and a purpose for the caucus. All speeches must he germane to the purpose of the caucus. Delegates will remain in their seats and raise their placards as the chair calls on them at random to stand up from where they sit and give a speech for the allotted time. This form of caucus is more straightforward, as each person who speaks can get their point across more clearly. In general, moderated caucuses can last anywhere from 3 to 10 minutes.

Motion for a Formal Caucus (simple majority) — Once working papers have been processed into draft resolutions, they must be presented before the committee in the form of a formal caucus. A small number of the sponsors of the draft resolution are asked to come before the committee to present the draft resolution and typically have a Question & Answer period afterwards. It is only after being introduced in a formal caucus that it can be voted upon in voting bloc. Helping present a draft resolution in a formal caucus looks good in committee, but make sure you are ready to answer tough questions about your draft resolution.

Motion to Suspend Debate (simple majority) — This motion is used in order to put debate on hold until the next committee session. Make this motion when it is time for lunch, dinner before the next conference day, or any other time when the committee session is over, aside from the final session.

Motion to Adjourn Debate / Meeting (two-thirds majority) — This is used at the end of the last committee session to end the committee for the conference. By this time, everyone should be ready to adjourn from conference, so there shouldn’t be much difficulty in passing this motion. That said, do not make this motion before it is actually time to adjourn.

Motion to Move into Voting Bloc (two-thirds majority) - This motion requires two speakers for and two speakers against before voting. Each speaker gets 30 seconds to speak by default. Once a committee moves into voting bloc for a specific topic, the debate on that topic is over, and the committee may not move back. Before a committee moves into voting bloc, be sure to use the restroom or take care of anything else you need to. NO ONE MAY ENTER OR LEAVE THE ROOM DURING VOTING BLOC. You will be locked out of the committee room if they move into voting bloc if you are not present. This automatically happens if the speaker’s list is exhausted.

Order of Disruptiveness

The committee votes on motions in order of descending disruptiveness of committee, but the passing of certain motions eliminates others from the floor.

For example, if a delegate were to motion for a moderated caucus, and another delegate motions for an unmoderated caucus, then regardless of their duration or the order in which the motions were the committee votes on the motion for the unrnoderated caucus first. If either of these motions are passed, all other motions for caucuses, barring a motion for a formal caucus, are stricken immediately.

A motion to move into voting bloc or to suspend debate would be put to a vote before that for any caucus; if motions were made for both, then the motion to suspend debate would precedence, since it is more disruptive to committee procedure. Motions such as those to change the speaking time are the least disruptive, and are addressed after other motions.

Voting Bloc

Structure of Voting Bloc

Once a committee has moved into voting bloc, there must no longer be any direct communication between delegates. No more notes may be passed, and nobody may enter or leave the committee room. The debate for the topic is over, and this is where the committee votes on all formally introduced draft resolutions and amendments (if there are any). Once a committee has moved out of voting bloc, the topic is over, and the committee moves immediately into debate for the next topic.

The committee votes on draft resolutions in the order in which they are processed. Unfriendly amendments for draft resolutions will be put to a vote before the draft resolution to which they pertain. There are several special motions that may only be made in voting bloc.

Special Motions of Voting Bloc

In voting bloc, the standard set of points is still available to you (though you may not make a point of personal privilege to use the restroom), but the motions are restricted. There is no longer a speaker’s list, and no more caucusing is allowed. Instead, the following motions may only be made during voting bloc:

Motion to Divide the Question (two-thirds majority) - This motion requires two speakers for and two speakers against to speak before voting. If this motion passes for a particular draft resolution, the committee must vote to strike each operative clause of the draft resolution separately. This means voting “yes” on any particular operative means you wish to remove it from the draft resolution or amendment in question. Each operative clause requires a two thirds majority vote to be stricken. After a division of the question, the committee votes by another two-thirds majority vote to adopt the new draft resolution as a whole

Motion for a Roll Call Vote (no vote- automatic) - This motion may be used at any point before the final vote is announced for an amendment, draft resolution, or operative clause in the case of the division of the question. With this motion, the committee votes on a document with the chair calling each delegate’s country in alphabetical order, and delegates, when called upon, must speak their vote aloud. A delegate has the option to pass, but must vote once the chair gets back to him/ her after reaching the bottom of the roll call sheet. Roll call vote allows for two more ways to vote: yes with rights, and no with rights. Requests for a roll call vote are not subject to vote, debate, or objection. DO NOT motion for a roll call vote unless you feel that attention needs to he called to any particular delegate’s vote, or feel the need to explain your vote for diplomatic purposes; it is a long process and, unless necessary, should be avoided for the sake of moving through voting bloc smoothly. You do not want to be seen as an annoyance to the committee, as a roll call vote is very tedious for the chair.

Motion to Move Out of Voting Bloc (no vote- automatic) - Once all documents have been adopted or have failed this motion ends voting bloc and the committee moves onto the next topic.

Voting in Voting Bloc

In voting bloc, the standard ways of voting are:

Yes — Your vote will be counted as a ‘yes’ vote.

No — Your vote will be counted as a ‘no’ vote.

Abstain — Your vote will be counted neither as a ‘no’ vote, nor a ‘yes’ vote.

Bear in mind that since any document requires two-thirds of those present in committee to vote in order to be adopted, a No vote and an abstention have the same function in regards to a document being passed. The difference between the two is purely diplomatic, except for in Security Council, where if a P5 nation (United States, United Kingdom, People’s Republic of China, Russian Federation, or France) votes “no” instead of “abstain” on a draft resolution, then it is vetoed and automatically fails.

The following votes are only available during roll-call vote:

Yes with rights - Your vote will be counted as a ‘yes’ vote, and after the roll call vote, you are given 30 seconds to explain your vote.

No with rights — Your vote will be counted as a ‘no’ vote, and after the roll call vote, you are given 30 seconds to explain your vote.

Pass — You do not vote until the chair reaches the bottom of the list, and then comes back to you. After choosing this option, you may not vote with rights once the chair gets back to you.

Resolutions

The first step in getting a document passed is to agree on what the document should entail. The second step is the actual drafting of the document. Passing a resolution is the ultimate goal of a committee. Here is a list of terms associated with resolutions and other Model U.N. documents that you will need to know.

How to Write a Resolution

Keep in mind: the resolution is formatted as one long sentence. The very beginning must start with “The [committee name here]”.

Step 1: Know Your Sponsors

During debate, you will likely find several delegates with whom you agree in terms of what needs to be done about the issue. When you reach a rough agreement, one delegate among you needs to begin drafting a working paper at some point. As it is written, be mindful of those who contribute to the working paper. Delegates may remove themselves from the sponsor’s list at any time before voting bloc. Bear in mind as to who is in control of the working paper; he/she may add or remove my sponsors on the list. If you are sponsoring a working paper, make SURE you know all of the details of that working paper it is submitted to the dais.

Step 2: Write the Preambulatory Clauses

The preambulatory clauses must encompass all that the document specifically addresses, and in terms of application, are used mainly for interpretation of the operatives. There is seldom much controversy regarding the preambulatory clauses, but be sure to stress any of the crucial debate topics.

Step 3: Write the Operative Clauses

Be very careful when writing operative clauses; their syntax can come under severe scrutiny in addition to their substance. The most difficult part about writing operatives is wording them in ways that accomplish as much of what your country’s proposed solution as possible without doing too much of what the other delegates don’t want to have done. This is where the diplomacy comes in, and how the operatives are written, presented, and interpreted will ultimately decide whether or not a draft resolution is passed. Unmoderated caucuses are usually when most of the work is done for this.

Step 4: Gather Signatories

Many signatories may be gathered while the draft resolution is being signed. As a general rule, a working paper needs twice as many signatories as sponsors in order to qualify for processing by the dais and, later, formal presentation. Signatories may also remove themselves from a document at any time before voting bloc. It is much easier to obtain after the entire working paper has been written; it is also easier to convince a delegate to be willing to see a document put to a vote than it is to convince them to agree with the document. Always use your own judgment regarding whether to be a signatory; however, in general steadfast opposition to being a signatory is relatively rare, especially in smaller committees.

The format of draft resolutions varies from conference to conference. The default format for Davis MUN documents has the first word of all preambulatory clauses be italicized, and those of all operatives to be underlined.

Resolution phrases

**Preambulatory Phrases**

Acknowledging

Affirming

Alarmed by

Anxious

Appreciating

Approving

Aware of

Bearing in mind

Believing

Cognizant

Concerned

Conscious

Confident

Considering

Contemplating

Convinced

Declaring

Deeply concerned

 disturbed

 regretting

Deploring

Desiring

Determined

Emphasizing

Encouraged

Endorsing

Expecting

Expressing its

 appreciation

 satisfaction

Fulfilling

Fully alarmed

 aware

 bearing in mind

 believing

Further deploring

Guided by

Having adopted

 approved

considered further

 decided

Having devoted

 attention

Having examined

 further

Having heard

 received

 reviewed

 studied

Keeping in mind

Mindful

Noting with

 approval

 grave concern

 satisfaction

Observing

Reaffirming

Realizing

Recalling

Recognizing

Referring

Reiterating

Seeking

Stressing

Taking into account

 consideration

Taking note

Viewing with

 appreciation

 apprehension

Welcoming

**Operative Phrases**

Accepts

Adopts

Affirms

Appeals

Approves

Authorizes

Calls

Calls upon

Commends

Condemns

Confirms

Congratulates

Considers

Decides (accordingly)

Declares (accordingly)

Deplores

Designates

Directs

Draws attention to

Emphasizes

Encourages

Endorses

Expresses its

 appreciation

 belief

 conviction

 hope

 regret

 sympathy

 thanks

Further

 invites

 proclaims

 recommends

 reminds

 requests

 resolves

Instructs

Invites

Notes with

 appreciation

 approval

 interest

 satisfaction

Reaffirms (its belief)

Recognizes

Regrets

Reiterates

Reminds

Renews its appeal

Repeats

Requests

Solemnly affirms

Strongly condemns

Suggests

Supports

Takes note of

Transmits

Trusts

Urges

Welcomes

**SAMPLE Resolution**

 DMUNC/1

Committee Name: Name of Committee

Committee Topic: Name of Topic

Sponsored by: Official Names of Sponsoring Countries

RESOLUTION ON HOW TO WRITE A RESOLUTION

To UCD Delegates,

 Recognizing that the heading, which is single-spaced, should be placed in the upper left-hand corner of the resolution,

 Declaring that the title of the resolution should be all capitalized and centered after the heading,

 Recalling that one line be skipped after the header, the title of the resolution, every preambulatory phrases, and every operative clauses,

 Bearing in mind that each preambulatory and operative clauses can only begin with the preambulatory and operative phrases,

 Stressing that five spaces be indented before every preambulatory phrase,

 Disturbed that delegates often forget to use a comma at the end of all preambulatory phrases,

 Declaring that preambulatory phrases cannot be amended,

 Noting that a chairperson may change the format of a resolution,

1. Urges that three lines should be skipped to separate preambulatory phrases from operative clauses in a resolution;
2. Confirms that all operative clauses should be numbered and indented five spaces;
3. Calls upon the use of a semi-colon to end each operative clause;
4. Requests delegates to underline all the preambulatory and operative phrases at the beginning of every single clauses;
5. Encourages clear and simple wording within the operative phrases, and splitting complex or lengthy ideas into sub-operatives:

(a) With a colon to introduce the first sub-operative;

(b) With one line between each sub-operative;

(c) Without any underlining within the sub-operatives;

(d) With a semi-colon at the end of each sub-operative;

(e) With sub-sub-operatives to divide complex ideas in a sub-operative;

 (i) With specific examples for the solution mention in the sub-operative;

 (ii) With the same guidelines as sub-operative;

 (iii) With clear and concise language;

(f) With a reminder that a sub-operative (a) must be accompanied with at least a sub-operative (b);
6. Recognizes that this format is used at most conferences;
7. Reminds that a resolution, being only one sentence, always ends with a period.

**Name of Committee**

**Name of Topic**

Official Names of Sponsoring Countries

AMENDMENT TO RESOLUTION 1/1

A. Amends operative clause #6 to read:
 5. Recognizes that this format is used at most MUN conferences;

B. Deletes operative #2;

C. Includes a new operative to read:
 Nevertheless notes that amendments are recommended to be brief, yet informative;

D. Renumbers accordingly