



# MUNDO 2015

## Delegate's

# Booklet

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Written by the Secretaries-General



# Model United Nations of Dortmund 2015



## Preamble

Secretaries-General of MUNDO 2015 [secretarygeneral@mun-dortmund.de](mailto:secretarygeneral@mun-dortmund.de)

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### **Distinguished Delegates,**

We are very grateful for your participation in the third session of the Model United Nations Conference of Dortmund from January 28<sup>th</sup> to February 1<sup>st</sup> 2015 and highly delighted to be able to welcome you to Leibniz Gymnasium Dortmund International School. Looking forward to fruitful debates and meaningful resolutions, we wish all participants a pleasant stay in Dortmund and a challenging, enlightening and successful conference.

This booklet is designed to facilitate your preparation for and participation in MUNDO 2015. It includes general information about MUNDO 2015 as well as the Rules of Procedure and an overview of all the points and motions. Furthermore, guidance is given regarding your research and preparation of Position Papers as well as Draft Resolutions.

For further questions, please do not hesitate to contact us. We will gladly provide you with an answer.

Yours sincerely, Secretaries-General

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## 1. Definition of Model United Nations

Model United Nations is a simulation of a United Nations conference. Students represent the opinions of different member states, debate about the most relevant issues of our time and attempt to resolve them.

These issues are discussed in various forums (UN bodies) such as the Security Council and the General Assembly and in specialized committees, which include the Disarmament and International Security Committee, the Economic and Financial Committee and others.

## 2. MUNDO 2015 General Information

The first session of Model United Nations of Dortmund was held in the beginning of 2011 and was a great success. MUNDO 2013 was the second session of this conference, organised by students of Leibniz Gymnasium Dortmund International School volunteering in their free time. The organisational team reverently hopes to be able to revive the spirit of MUNDO 2011 and 2013 and to continue the success of the last conferences with MUNDO 2015.

## 3. Further Documents to consult

- The **Information Booklet** provides useful information regarding the Programme of Events, travel descriptions and all kinds of helpful advice about the conference and the city of Dortmund. You will receive it during registration at school here in Dortmund.
- The **Position Paper Requirements** include organisational information and instructions regarding the procedure writing your Position Papers. They are available on our website but also included in the section "Position Paper".
- The **Research Reports** are written by the Student Officers on the different issues to be discussed in each committee and council. They provide a framework for your research and the content of your position papers. They will be published on our website on 15<sup>th</sup> December 2014 if completed by the Student Officers.
- The **Formal Clearing Sample Resolution** explains how Resolutions are to be structured and formatted. It will also be available on our website ([www.mun-dortmund.de](http://www.mun-dortmund.de)).
- The **Allocation of Countries and Committees** gives an overview of which nations are represented in which forums and by which schools. It will also be available on our website (see above).

## 4. Agenda of MUNDO 2015

### 1st committee: Disarmament and International Security

- Establishing international standards in regulations regarding arms for private households
- Limiting the threat posed to international peace and security through weapons trade
- Reconfiguring the structure of the UN military forces

### 2nd committee: Financial and Economic

- Finding measures against the use of CDOs (Collateral Debt Obligations)
- Assessing the danger posed by global asset management companies
- Outlining possible measures to internationally finance the plan of actions against climate change

### 6th committee: Legal

- Finding agreements on future treatment of refugees coming to Europe via the Mediterranean Sea with respect to international law
- Outlining the legal boundaries of espionage with special regard to the NSA
- Assessing the legal status of state religion with respect to the followers of different faiths

### Security Council

- Alleviating the threat posed to stability and security in the Middle East by the IS
- To be determined (this issue will be set in December in order to be able to include the most important security matters of the time)
- Crisis Scenario (The Secretaries General will present a hypothetical situation in a chosen conflict to the delegates, who will then have to debate an ad-hoc resolution accordingly to solve the existent crisis)

### Human Rights Council

- Enhancing international cooperation for the fast and effective coordination with regards to the treatment of epidemic diseases
- Including the right to internet in the UDHR to ensure the full implementation of all other Human Rights
- Fighting the exploitation of migrant workers in large building projects
- Promoting gender equality with special regards to equal labour rights

## Historical Security Council

- The Korean War (1950-1953)  
(The council will consist of the members that actually had a seat in the SC in 1950 except for the Soviet Union which did not attend SC sessions in that time. In the debate, the HSC members will respond to the situation caused by the invasion of the South by North Korean forces on 25 June 1950)

## 5. Preparation

### a) Preparation basics

Your school has been assigned certain positions as Delegates of one or more nations in one or several of the six different forums. Which nations are represented in which forums and by which schools is summarised in the **Allocation of Countries and Committees**. It is up to you to agree and arrange the allocation of your individual delegates to these various positions. Due to different procedures, we will not allow First Timers to act as delegates in the Security Council or the Historical Security Council.

As soon as all Delegates know which nations they are representing and which issues their particular forum will discuss, they should promptly begin research on their nation and topics. For this purpose, please consider the following advice.

### b) How to prepare for MUNDO

Every Delegate should be thoroughly informed on the one hand about the issues of your forum in general and on the other hand about the opinion and politics of the nation you represent. We would like to encourage you to employ sources other than the Internet such as magazines or libraries. A list of website recommendations is included in this booklet.

As soon as you are well informed about the issues before your forum, you will write a Position Paper on each of the issues. The approach to writing a Position Paper is described further in this booklet.

You will then have to write a resolution. The perfected Position Paper will be the foundation for your resolution. The approach to writing a resolution is described in this booklet as well.

Every Delegate is obliged to write and submit one Position Paper on **each** of the issues to be debated in the Delegate's forum as well as **one** draft resolution on the

one topic of most relevant to the situation of the Delegate's nation. Without submitting these papers, you will not have the right to raise motions, deliver speeches or vote in Formal Debate.

**c) Sources of information for your country and its policies**

**CIA World Factbook**

For detailed descriptions, statistics and facts about your nation in general:

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

**BBC Country Profiles**

For background information on history, politics and economy of your country:

[http://news.bbc.co.uk/2/hi/country\\_profiles/default.stm](http://news.bbc.co.uk/2/hi/country_profiles/default.stm)

**UN Data by the United Nations Statistics Division**

Use "country data services" to find your nation's official statistics website:

<http://data.un.org/Default.aspx>

**Country Studies by the Library of Congress (United States)**

For detailed studies regarding historical, socio-environmental and political setting of your nation: <http://lcweb2.loc.gov/frd/cs/aftoc.html>

**d) MUN-related internet publications**

**United Nations Association of the United States of America** For preparation advice, explanations and samples papers: <http://www.unausa.org/global-classrooms-model-un/how-to-participate/model-un-preparation>

**Model UN Research**

For further links and advice with respect to your preparation and research

<http://bestdelegate.com/research/>

**Model United Nations in Germany**

For other MUNs taking place in Germany:

<http://www.model-un.de/en/was-ist-mun/>

**e) Finding UN Documents in general**

- The UN Bibliographic System (UNBISnet), [unbisnet.un.org](http://unbisnet.un.org), can be used to find passed *resolutions*, *voting records* and *speeches*.
- The UN News Centre, [www.un.org/news](http://www.un.org/news), can be used to find *press releases* from UN bodies and the Secretary-General.
- The International Court of Justice's homepage, [www.icj-cij.org](http://www.icj-cij.org), can be used

to locate decisions of the ICJ.

- For research, news and sources on particular topics, the UN's homepage offers a chapter on "Issues on the UN Agenda", [www.un.org/issues](http://www.un.org/issues).

**f) Finding UN General Assembly and Security Council resolutions passed on a particular issue**

- (1) Go to [unbisnet.un.org](http://unbisnet.un.org)
- (2) "Bibliographic Records" → "New Keyword Search"
- (3) You have three options:
  - i. Enter a topic or keyword next to "Subject (All)."
  - ii. If you know the appropriate resolution code already, use "UN Doc. Symbol / Sales No." for searching the specific resolution
  - iii. For limitation by date, scroll down to "User Defined Limits" and choose "Year of Publication" and enter the year of the resolution
- (4) "Go"-button
- (5) All the resolutions passed by the UN on the appropriate subject will be shown in a list. Sometimes a link to the actual resolution will be provided in every official UN language.

**i) Finding voting records for a GA or Security Council resolution**

- (1) Go to [unbisnet.un.org](http://unbisnet.un.org)
- (2) "Voting Records" → "New Keyword Search"
- (3) Enter the appropriate resolution number next to the drop-down reading "UN Resolution Symbol"
- (4) "Go"-button
- (5) Details on the resolution you searched for will appear, a link to the full text as well as to the voting history is usually available

**j) Finding speeches on an issue delivered by your country's representatives**

- (1) Go to [unbisnet.un.org](http://unbisnet.un.org)
- (2) "Index of Speeches" → "New Keyword Search"
- (3) You have three options:
  - i. Enter the country's name in "Country/Organization"
  - ii. To limit the scope of your search enter a keyword in "Topic"
  - iii. For limitation by date, scroll down to "User Defined Limits" and choose "Year of Publication" and enter the year of the resolution
- (4) "Go"-button
- (5) All the speeches by your country delivered on this topic will be listed. If available, click on the link to see the full text of the speech.

**k) Finding an ICJ decision on a particular topic**

- (1) <http://www.icj-cij.org/homepage/index.php?lang=en>
- (2) Click on "All Decision" below the section "Latest decisions"  
→ choose the year of your case in the drop-down "Select the year"
- (3) When you find the topic, click on the fitting link.

## 6. Position Paper

**a) Definition: Position Paper**

A Position Paper is a text in which the delegation's opinion on one issue is expressed and explained. A Position Paper therefore includes reasons for the nation's policies based on researched background information. In addition, a Position Paper contextualises the specific policies of that nation in terms of international policies on the issue. Position Papers are also referred to as Policy Statements.

In order to ensure that all Delegates are well-prepared for the issues on the Agenda and the content of the forums' debates, it is an indispensable necessity to write Position Papers in advance of the conference. You need to write one position paper for each of your forum's issues. Your effort to produce sufficient papers will contribute significantly to your ability to participate in the lobbying process as well as in the formal debates.

**b) Organisational procedures**

Your position papers as well as your draft resolution (details see next section) must be sent to your forum's Student Officer no later than 14<sup>th</sup> January 2015. If you do not accomplish handing in all four documents according to our requirements, you will not be allowed to participate in the debates. A list of all Student Officers and their e-mail-addresses is available on our website. In addition, we recommend consulting the Student Officers' Research Reports which will be published on our website on 15<sup>th</sup> December 2014. The Research Reports provide you with explanations, background information and useful links regarding your research on the issues. Before sending the papers to your chairs, you might also ask your MUN-Director to proofread and correct them.

**c) Formal Requirements for a Position Paper at MUNDO 2015**

When referring to your country or to express your country's opinion, only use the country's name or refer to your delegation as "we". Never use the 1<sup>st</sup>

person singular in a Position Paper. By stating your nation's name frequently, the focus on your country will be emphasised. Every Position Paper should have a minimum length of 400 words and should include the following sections:

1. A general introduction to the issue, its scope and its implications,
2. An overview of recent events, actions and international decisions regarding the issue, specifically any resolutions or treaties passed by the United Nations,
3. A general summary about your country's historic development, the present situation and recent policies with respect to the issue, including UN resolutions supported or opposed by your country, and
4. Specific suggestions for measures to be implemented in a resolution on the issue, as well as
5. A bibliography of sources you consulted.

Please do not feel forced to apply the scheme of the aforementioned sections. If you want to organise your papers differently, feel free to do so. Nonetheless, ensure that you develop a good understanding of the issue and your nation's policy, sufficient to enable you to participate actively in the debates with sound knowledge and arguments. Other aspects you might want to be informed about include:

- A broader research on the politics, history, economy and population of your country to give your research and argumentation a contextual frame.
- Which conventions, resolutions or treaties regarding the issue your nation supported or opposed.
- Justifications in the form of statistics or quotes from your country's government and its representatives to back up measures your nation is suggesting or implemented in the past.

#### **d) Sample Position Paper**

Delegation: Republic of France

Forum: 1<sup>st</sup> Committee

Issue: The problem of safe storage of nuclear waste and its possible risks

##### **1. Introduction:**

France is fully aware of the permanently present issue regarding the problem of safe storage of nuclear waste and the risks it poses. To ensure that radioactive waste is managed, transported, stored and disposed of in a secure manner, whilst protecting human health and the environment is of utmost importance. France is alarmed by the high risk potential nuclear facilities and waste storages pose since radioactive waste material will remain hazardous for thousands of

years and maintenance is required at all times until permanent disposal is implemented. Bearing in mind the fact that all nations have differing opinions about and politics regarding the usage of nuclear power, France wants to emphasise the need for international political as well as scientific collaboration in order to protect the safety of all nations.

## **2. International Decisions**

On an international level, two important decisions need to be highlighted. Firstly Chapter 22 of the Agenda 21, as a voluntary action plan produced by the United Nations Conference on Environment and Development (UNCED) in Rio de Janeiro, Brazil, in 1992, deals with the "Safe & Environmentally Sound Management of Radioactive Wastes". Secondly, Resolution A/RES/66/52 was adopted by the General Assembly on 12 January 2012 and implemented a prohibition of the dumping of radioactive wastes.

## **3. France's Nuclear Waste Management Policies**

France, in favour of both decisions, is actively involved in searching for permanently safe storages to deposit nuclear waste in. Even though nuclear energy covers around 78% of our total electricity supplies, France supports the search for alternative renewable energy sources. President Francois Holland has promised to reduce the nation's strong reliance on nuclear power by 2025, thereby reducing the amount of nuclear waste produced in general. However, since France has invested over \$160 billion in the development of domestic nuclear power industry in the past 20 years, the total cancellation of nuclear power production is precluded.

France has always been sensitive to nuclear waste management issues and aware of the risk of exhaustion of uranium resources. In addition, France has developed a strategy for recycling her spent nuclear fuel-instead of considering it as disposable waste. This has significantly contributed to a reduction of produced waste material.

## **4. Specific Suggestions for Further Measures**

As one of its priorities to research and develop safe management solutions for all French nuclear waste, the government of France created the National Radioactive Waste Management Agency. France is convinced that beyond such national authorities, an international authority on the safe management of radioactive waste disposal needs to be established which will coordinate and concentrate research and science on the issue of nuclear waste.

## 5. Bibliography of Sources

- Department of Economic and Social Affairs of the United Nations (DESA) – Division for Sustainable Development; *Waste (Radioactive)*; [http://www.un.org/esa/dsd/susdevtopics/sdt\\_wastradi.shtml](http://www.un.org/esa/dsd/susdevtopics/sdt_wastradi.shtml).
- IAEA; *Managing Radioactive Waste*; <http://www.iaea.org/Publications/Factsheets/English/manradwa.html>; accessed July 11, 2012 13:28.
- Nuclear Age Peace Foundation; *Learn About the Dangers of Nuclear Energy & Waste*; <http://www.wagingpeace.org/menu/issues/nuclear-energy-&-waste/index.htm>.
- Nuclear Age Peace Foundation: Lai, Leslie and Morrison, Kristen; *Nuclear Energy Fact Sheet*; <http://www.wagingpeace.org/menu/issues/nuclear-energy-&-waste/nuclear-energy-fact-sheet.php>; accessed July 11, 2012 14:02.
- World Nuclear Association; *Nuclear Power in France*; <http://www.world-nuclear.org/info/inf40.html>

## 7. Resolution

### a) Definition: Resolution

Resolutions are written enactments which propose solutions to a problem. They contain evaluations of solutions, which have already been implemented, and make claims to further solutions. Resolutions express the decision of one of the United Nations' forums and are written according to strict formal requirements. The formal requirements for resolutions at MUNDO 2015 are stated in the Formal Clearing Sample Resolution which is attached to this Booklet and available on our website.

Every resolution is composed of a header stating the forum, the issue, the Main Submitter and the Co-Submitters; preambulatory clauses and operative clauses. Preambulatory clauses are introduced with preambulatory phrases as stated in the following list, function as an introduction to the issue and its aspect and propose a certain view on the issue, why it should be debated and which importance it has. These clauses cannot be altered by an amendment in any way once the resolution is approved by the Approval Panel. Operative clauses are introduced with operative phrases as stated in the following list and express the actions, measures, laws and orders that are suggested to resolve the issue.

Based on the specific suggestions for measures to be implemented in a resolution on the issue, which you made in your Position Paper, please prepare **one draft resolution** on the topic which is most important for your nation. Please read the information given here in addition to the Position Paper Requirements published on our website. These Requirements also include and explain the organisational procedure for your draft resolution.

**b) Resolution Phrases**

**Preambulatory Phrases**

Acknowledging	Fulfilling	Noting with deep concern
Alarmed by	Fully alarmed	Noting with regret
Contemplating	Fully aware	Noting with satisfaction
Convinced	Fully believing	Observing
Declaring	Further recalling	Reaffirming
Deeply concerned	Guided by	Realising
Deeply conscious	Having adopted	Recalling
Deeply convinced	Having considered	Recognizing
Deeply disturbed	Having considered further	Referring
Deeply regretting	Having devoted attention	Reminding
Desiring	Having examined	Seeking
Emphasising	Keeping in mind	Taking into account
Expecting	Noting further	Taking into consideration
Expressing its appreciation	Noting with appreciation	Taking note
Expressing its satisfaction	Noting with approval	Welcoming

**Operative Phrases**

Accepts	Emphasises	Reaffirms
Affirms	Encourages	Recalls
Approves	Endorses*	Recommends
Asks	Expresses its appreciation	Regrets
Authorises	Expresses its hope	Reminds
Calls	Further invites	Requests
Calls upon	Further proclaims	Resolves
Condemns*	Further recommends	Seeks
Confirms	Further reminds	Solemnly affirms
Congratulates	Further requests	Strongly condemns*
Considers	Further resolves	Strongly urges*
Declares accordingly	Hopes	Suggests
Demands*	Invites	Supports
Deplores*	Notes	Takes note of
Designates	Proclaims	Trusts
Draws attention	Proposes	Urges

\*Only in the Security Council and the Historical Security Council

c) Sample resolution

FORUM: ECOSOC

QUESTION OF: The problem of safe storage of nuclear waste

MAIN SUBMITTER: Federal Republic of Germany

CO-SUBMITTERS: Canada, France, India, USA

(01) THE FIRST COMMITTEE OF THE GENERAL ASSEMBLY,

(02) *Recognising* that nuclear waste maintains its dangerous radiation for many  
(03) years and affects many generations,

(04) *Emphasising* that nuclear waste carries a lot of dangers with it, (05) *Deeply concerned* about the increasing amount of nuclear waste, (06) *Alarmed* that nuclear waste is not handled properly in many cases,

(07) *Emphasising* the risks of nuclear waste for the environment and the public  
(08) health,

(09) *Keeping in mind* that nuclear energy is used by several countries with  
(10) unstable governments,

(11) *Recalling* the horrible catastrophes which revealed the destructive potential  
(12) of nuclear material, such as the ones in Chernobyl or recently in Fukushima,

(13) *Further alarmed* that a large number of the nuclear waste storages are  
(14) unsafe,

(15) *Expecting* that with international help the problem of safe storage of  
(16) nuclear waste can be solved,

(17) 1. Calls for the creation of a supranational organisation, International  
(18) Radioactive Waste Disposal Organisation (IRWDO), of all nuclear

- (19) waste producing countries to:
- (20) a) establish a council, whose decisions should advise all
- (21) member states, with independent scientists of all
- (22) member states to search safe final storages for atomic
- (23) waste in every country,
- (24) b) supervise in cooperation with governmental institutions
- (25) all storages of nuclear waste in the member states,
- (26) c) support or apply research programs regarding
- (27) technologies for safe disposal and reduction of nuclear
- (28) waste such as:
- (29) i. nuclear fusion,
- (30) ii. fourth generation reactors,
- (31) iii. deep borehole disposal,
- (32) d) check their already existing nuclear waste disposals for
- (33) their suitability;
- (34) 2. Requests the incursion of all costs for the storage and disposal of
- (35) nuclear waste by the nuclear waste producing countries;
- (36) 3. Resolves to forbid any export of nuclear waste for final storage
- (37) to give every country the responsibility for its own nuclear waste,
- (38) but excluding countries in which no final storage facility could be
- (39) found by the IRWDO;
- (40) 4. Further proposes strong sanctions, if the former requirements are
- (41) not complied with, such as:
- (42) a) fines,
- (43) b) trade sanctions;
- (44) 5. Calls for the establishment and investment of research projects
- (45) with the purpose to find applications for the isotopes in nuclear waste
- (46) so as to reuse them;
- (47) 6. Further reminds the IRWDO to divide all nuclear waste into different
- (48) levels of harm in order to secure the best storage;
- (49) 7. Resolves that the former requirements are to be implemented by
- (50) 2020.

## 8. Formal Debate

### a) Order of Debate

The following scheme presents the usual procedure by which a resolution is debated in a forum.

1. The roll call is performed.
2. The Student Officer sets reading time for the resolution that will be debated on.
3. The Main Submitter has the floor to read out the operative clauses of the approved resolution.
4. The Student Officer sets debating time.
5. The Main Submitter has the floor to deliver a speech in favour of the resolution.
6. In time in favour, Delegates and especially Co-Submitters may deliver speeches in favour of the resolution.
7. In time against, Delegates may deliver speeches against the resolution.
8. In voting procedures the forum votes on the resolution. The resolution either passes or fails.
9. The Main Submitter of the resolution has the floor again for a final speech.

Unfriendly Amendments change the order of debate. The above scheme with respect to the resolution is interrupted and all steps except for the roll call, reading time and a Main Submitter's speech are performed to debate the amendment. After an amendment failed or passed, the debate on the resolution is continued where it was interrupted. The time during which an amendment is debated is not accounted for debating time in favour or against the resolution as a whole. For unfriendly amendments to an amendment, the same order of debate is performed as for debating an amendment with one exception: If an amendment to the second degree passes, the entire amendment to the first degree passes and the debate on the resolution as a whole is continued.

### b) Candy

Every forum will receive a box of candy that is placed on the Student Officers' desk. When you take the floor to deliver a speech, you are permitted to take one piece of candy after such speech. Please do not eat the candy before all points of information are answered and not before you have left the floor.

**c) Placards**

Every Delegate will receive a placard stating her or his nation's name. These placards will be used to indicate that you wish to take the floor, to indicate your wish to raise a point or motion and during voting procedures and have to be raised for this purpose. You are only allowed to grab your placard in the moment you want to raise it. Otherwise, this behaviour will cause confusion throughout the debate and during voting procedures.

Generally, you are only allowed to raise your placards after you have been asked to do so by a Student Officer. In case you raise your placard too early, the Student Officer will demand from you to lower them. When you have been recognised to take the floor to deliver a speech, remember to take your placard with you to the speaker's desk and do not forget to take it with you again afterwards.

Please always leave your placard at the seat where you found it. It is absolutely prohibited to take your placard with you after the conference.

**d) Yielding**

After delivering a speech and answering any possible points of information, you have to yield the floor back to the Student Officer by saying "the Delegate yields the floor back to the Chair/President". Alternatively, you may ask if it is in order to yield the floor to another Delegate. This will only be granted after you delivered an appropriate and if the Delegate whom you wish to yield the floor agrees thereto, provided there is enough debating time and the position of the next speaker's nation is according to the present stage of debate (in favour or against) . Consecutive yielding will not be permitted.

**e) Voting Procedures**

Voting procedures are always performed at the end of a debate on an amendment or the resolution as a whole. When you are voting on an amendment or on a resolution as a whole, abstentions are in order but when voting on a motion or other procedural matters, abstentions are not in order. You are not allowed to leave or enter the room during voting procedures. Notepaper passing will be suspended. Points and motions are not to be raised, except for a point of personal privilege due to inaudibility. If there are the same number of votes in favour and votes against, the resolution or the amendment passes. When voting on motions, a tie of votes means that the motion will not be enforced. If you feel that an amendment or a resolution passed or failed because many Delegates abstained, you should raise a motion to divide the

house after voting procedures. If you think a Delegate should have voted differently, you can make a motion to explain the vote.

**f) Useful Phrases to be used by Delegates**

During Formal Debate, it is prohibited to use the 1<sup>st</sup> or 2<sup>nd</sup> person singular to address oneself or others. Delegates have to refer to themselves and others in the 3<sup>rd</sup> person. Also, it is prohibited to address another Delegate directly; all communications are performed via the Student Officer. Below, you will find some suggestions for phrases to be used during debate. Especially for Points of Information, feel free to find different formulations.

- When starting a speech/to address the forum: *Honourable Chair/President, dear fellow Delegates, dear Ad-Staff and guests!*
- After delivering a speech: *The Delegate is (not) open to two/three/any and all points of information.*
- To state a Point of Information: *Is the Delegate aware of the fact that.../ Would the Delegate not agree that...*
- If the speaker did not understand a Point of Information: *Could the Chair/President please ask the Delegate to rephrase her/his point?*
- After all Points of Information are stated: *The Delegate yields the floor back to the Chairs/Presidency.*

**g) Unfriendly Amendments**

Unfriendly Amendments are such amendments that aim to change the content of a resolution or of an amendment. Amendments to the resolution can add new operative clauses, change existing ones or strike them out. Amendments to an amendment may only state to change the currently debated amendment. Unfriendly amendments are only in order in time against the resolution or an amendment as well as during open debate. In order to propose an Amendment, it is indispensable to send an amendment sheet to the Student Officers. To obtain amendment sheets, raise your hand high which will indicate your need of such to the Ad-Staff. The Student Officer will decide if the amendment is in order or not. When the amendment sheet reaches the Student Officers, you have to raise your placard when the floor is open and may state "motion to amend to resolution/ amendment". After being chosen, you have to ask if the amendment is in order. If it is approved by the Student Officers, you have to take the floor and read out the amendment. The Student Officer will then set debating time and you have the floor to deliver a speech in favour of the amendment. After time in favour and time against have elapsed, you will vote on the amendment. If there is an amendment to the amendment (amendment to the second degree), it is necessary to discuss it. If an amendment to an amendment is passed by a

vote or adopted by acclamation, the whole amendment passes. If an amendment to the amendment to the amendment (amendment to the third degree) is passed by a vote or adopted by acclamation, the amendment to the resolution (amendment to the first degree) simultaneously passes.

Amendments to the fourth degree are not in order.

**h) Points**

A point is a request made by a Delegate concerning information, personal privilege or procedural issues. Points may not interrupt the speech of a speaker on the floor, except for a point of personal privilege due to inaudibility. This point is also the only point that can be raised in voting procedures.

<u>Point</u>	<u>Purpose</u>	<u>Constraints</u>	<u>Process</u>
Point of Personal Privilege	In case of personal discomfort (e.g. bathroom issues, inaudibility of the speaker)	May only interrupt a speaker or be raised in voting procedure if due to inaudibility	Decision by the Student Officer
Point of Information (to the Speaker)	To ask a question to the speaker on the floor after a speech	Speaker needs to be open to points of information	Student Officer asks if there are any such in the house and recognises a Delegate
Point of Information to the President/ Chair	For all general questions to the Student Officer	Only while there is no speaker on the floor	Has to be heard by the Student Officer
Point of Parliamentary Inquiry	To ask a question to the Student Officer referring to possible violations of the rules of procedure	Only while there is no speaker on the floor	Has to be heard by the Student Officer; Student Officer decides whether rules were violated and corrects mistake if necessary

**i) Requests**

A request is used by a Delegate to demand a certain privilege related to the content of the debate. A request is distinguished from a motion inasmuch as a request only affects certain Delegates whereas a motion affects the entire forum. Requests may not interrupt the speech of a speaker on the floor. Decisions by

the Student Officer on granting or denying Requests cannot be objected to by the Delegates.

<u>Request</u>	<u>Purpose</u>	<u>Constraints</u>	<u>Process</u>
Request to follow up	Can be used after a Point of Information (to the Speaker) by the same Delegate to ask a further question to the speaker on the floor	While there is a Speaker on the floor who still is open to points of information; the follow-up point must be directly connected to the content of the initial one	Decision by the Student Officer
Request for a right of reply	To request the right of reply to a Delegate’s previous speech or point of information that is insulting	Must refer to a previously raised point of information or speech; to be raised after the offensive speech/point; not while there is a speaker on the floor	Student Officer asks the requesting Delegate to explain the request and decides whether a reply by the accused Delegate is necessary

**j) Motions**

A motion is a request made by a Delegate concerning the procedure of the whole forum. Motions cannot be raised while a speaker is on the floor. Decisions by the Student Officer whether to overrule or to entertain a motion cannot be objected to. If the Student Officer decides to entertain the motion, the motion can be objected to by saying “objection” if explicitly stated in the table below. To agree on a motion, a Delegate says “second”. All Motions require at least two ‘seconds’ to be recognised by the Student Officer unless explicitly stated otherwise.

<u>Motion</u>	<u>Purpose</u>	<u>Process</u>
Motion to make an amendment	To introduce an amendment (amendment to the first degree) and start debating on it	Decision by the Student Officer; not during time in favour of the resolution, unless it is a friendly amendment; no seconds required
Motion to amend the amendment	To introduce an amendment to an amendment (amendment to the second or third degree) and start debating on it	Decision by the Student Officer; only in time against/open debate on the amendment to the first/second degree, unless it is a friendly amendment; no seconds required

<u>Motion</u>	<u>Purpose</u>	<u>Process</u>
Motion to explain the vote	To demand an explanation from a Delegate of his/her previous vote	Decision by the Student Officer; to be raised after voting procedures; no seconds required
Motion to move into time against	To end time in favour of the resolution/amendment and entertain speakers against	Decision by the Student Officer; only in order during time in favour; may be objected to by Delegates, the objecting Delegate has the floor
Motion to move into open debate	To end time against the resolution/amendment and entertain speakers either in favour or against; this motion does not extend debating time	Decision by the Student Officer; Only in time against the resolution/amendment; if entertained by the Student Officer but objected to by a Delegate, a simple majority vote is required to pass the motion; if there was no speaker against in time against, there needs to be at least one in open debate
Motion to close the debate/ motion to move into voting procedures (both formulations allowed)	To end the debate on the resolution/amendment and start voting procedures	Decision by the Student Officer; not during time in favour; may be objected to by Delegates, the objector has the floor; there needs to be at least one speaker against the resolution/amendment in time against or in open debate before this motion may be entertained unless there are none
Motion to extend/ limit debating time	To extend or limit debating time in favour, against or in open debate	Decision by the Student Officer; if not overruled by the Student Officer but objected to by a Delegate, a simple majority vote is required to pass the motion; also see: 4.2 Time Setting
Motion to suspend the meeting	To hold a short break due to any occurrence	Decision by the Student Officer; may be objected to; the objecting Delegate has the floor; objections can be overruled by the Student Officer

<b><u>Motion</u></b>	<b><u>Purpose</u></b>	<b><u>Process</u></b>
Motion to declare this an important question	The resolution/ amendment requires a two-thirds majority to be passed	Cannot be overruled by the Student Officer; simple majority vote required
Motion to adopt the resolution/ amendment by acclamation	To pass the resolution/ amendment without voting procedures; might be used in case there is no Delegate wishing to speak against the resolution/amendment	Decision by the Student Officer; may be objected to and previous debate continues
Motion to invite a party of dispute	To invite the ambassador of a nation relevant to the discussed issue to deliver a speech	Decision by the Student Officer; Appointment is arranged by Student Officer
Motion to appeal against the decision of the Chair/ President	To question a decision of the Student Officer if there is a grievous violation of the rules of procedure; to be used with caution	Only possible after the same Delegate raised a Point of Parliamentary Inquiry; two thirds majority required ; decision by the Secretaries-General
Motion to adjourn the debate	To close the debate on the current resolution without voting procedures	Decision by the Student Officer; if entertained, a two-thirds majority vote is required to pass the motion
Motion to divide the house	To repeat a vote without abstentions; only if the previous vote is particularly close	Two-Thirds Majority vote required if entertained by the student officer
Motion for a roll call vote	To repeat voting procedures; every Delegate is called upon individually and states the vote	Decision by the Student Officer; only if the previous vote is particularly close
Motion for a P5 caucus	To hold a short, separate meeting with the P5 nations; supervised by the President	Only to be raised in the Security Council and by a P5 nation; Seconds required by all P5 nations; decision by the President

**k) Security Council**

The United Nations Security Council is a permanent organ of the United Nations established to maintain international peace and security. It consists of five veto-wielding permanent members (China, France, Russia, the UK, and the USA; called the P5 nations) and ten non-permanent members elected by the General Assembly for two-year terms. At MUNDO, the members of the Security Council are the same as in the real UN Security Council. The council has the right to command forceful measures, such as economic sanctions, which prevent a country from receiving money or trade. In critical situations, the Security Council can order the use of military force.

Every permanent member holds veto power in decisions on substantive matters, such as the application of sanctions. Veto powers work similarly in an MUN as the permanent members are able to veto any amendment or a resolution as a whole by simply voting against. As a member of the Security Council at a Model United Nations Conference, you should always keep in mind the function of the UN's Security Council, as you bear great responsibilities.

The Security Council has a different order of formal debate: it writes ad-hoc resolutions instead of debating draft resolutions. It has also a special motion, namely the motion for a P5 Caucus, and more phrases to be used for operative clauses. These specialities are explained in the Glossary of MUN Terminology at the end of this booklet and labelled as specialities of the Security Council in the sub-chapters "7. b) Resolution Phrases" and "8. j) Motions"

**l) Specifications for the Historical Security Council (HSC)**

For the Historical Security Council, the same basic rules and procedures apply as set for the 2015 SC. Due to the non-participation of the USSR however, there will only be P4 nations with the seat of China held by the ROC (Taiwan), i.e. there will be P4-caucuses. The exact rules of procedure for the HSC will be published in the HSC Guide along with the Research Reports of the presidency.

## 9. Rules

In addition to the information provided in this chapter, please keep in mind the rules stated in the Rules of Conduct which you have to sign in order to attend the conference.

### a) Time Freeze

There shall be a time freeze at MUNDO 2015 which is set to the beginning of the conference on January 28<sup>th</sup>. Time freeze means that any event or decision in politics or elsewhere occurring after this time freeze may not be part of the resolutions and debates unless explicitly requested by the Secretaries-General. This rule ensures that you can prepare for the conference equally and do not need to continue researching during the conference.

### b) Unlimited Funding

Please bear in mind that MUNs work with unlimited funding. Resolutions and amendment shall therefore not consider the financial aspects or constraints of any plan or action imposed therein. It will not be allowed to ask for a plan of how to finance the measure imposed by a resolution or argue against a resolution or amendment on financial grounds.

### c) Dress code

During an MUN conference it is everyone's duty to adhere to the formal dress code. It is absolutely forbidden to wear jeans. Sneakers, trainers or any other types of shoes that are not appropriate to the event are prohibited. Delegates are allowed to wear authentic clothes of their nation only during the Opening Ceremony. Dress code controls will be conducted by the Conference Managers and the Secretaries-General. In cases of non-compliance with the formal dress code, Delegates will be punished.

Female participants:

- a) should use neutral make-up and
- b) have to wear either a dress or a blouse with trousers or with a skirt. Wearing a blazer is not mandatory but appropriate.
- c) The skirt or dress may not be shorter than a palm above the knee.
- d) Blouse, skirt, trousers, blazer and dress as well as shoes should be in neutral colours.

Male participants:

- a) have to wear a suit and a shirt with a tie,
- b) should be dressed in neutral colours and
- c) have to button up their jacket before being allowed to speak.

**d) Notepapers**

Notepapers provide an important basis for communication during a debate. These notepapers may be sent from you to other Delegates or to the Student Officers and MUN Directors. It is not allowed to:

- a) write about topics which have nothing to do with the debate, b) pass notepapers during voting procedures or during roll call, c) use any language except for English,
- d) send notepapers to other forums, except for notepapers sent to or by the nation's ambassador or the delegate's MUN Director. Such notepapers are checked by the Student Officer before being sent to another forum.

All notepapers sent by Delegates are checked by the Administrative Staff to ensure that these rules are being complied with. Your Student Officers have the right to suspend notepaper-passing during formal debate if it contributes to the forum's work. You can obtain notepaper sheets by raising your hand. This will indicate your need to the Ad-Staff. The Ad-Staff will send notepapers if you raise them visibly.

**e) General Rules at MUNDO**

**Smoking:** Smoking is completely prohibited in North Rhine-Westphalia for people under 18. Apart from this, it is strictly forbidden to smoke on the school ground of Leibniz Gymnasium Dortmund International School.

**Alcohol:** During our conference, the consumption of alcohol is strictly prohibited, since it is an academic activity.

**Eating and Drinking:** Eating is absolutely prohibited during formal debate. Drinking occasionally, in contrast, is permitted throughout formal debate. If necessary, your Student Officers are allowed to change these regulations.

**Punctuality:** Being on time for the roll call every morning, after lunch break or after any other break and at every ad-hoc meeting is an indispensable necessity.

**Laptops and cell phones:** All Delegates have the special permission to use their cell phones during Lobbying but only in the room of their forum, for further research or any necessary translations and any cell phone needs to be on silent mode.

Laptops may be used during lobbying but only for activities related to the forum's work and not during formal debate.

**f) Rules for the Evening Activities**

In the evenings German law applies: No alcohol for under 16-year-olds, beer for under 18-year-olds. Under 16-year-olds may not be out after 10 o'clock in the evening, under 18-year-olds may not be out after midnight. Any stricter rules imposed by your school and MUN-Directors or by your host families are also to be obeyed. Remember that you agreed to them by signing the Rules of Conduct.

**g) Punishments**

Any violation of these rules will have consequences. Violations of the Rules regarding alcohol and smoking will be punished by the MUN-Directors. If you behave inappropriately and distract other Delegates, your Student Officer will give you a fair warning to maintain decorum vocally or via notepaper. If you continue to distract other Delegates or behave inappropriately, your Student Officers will impose a punishment such as singing or 'butt spelling'. If this measurement is not successful, the Secretaries-General will decide on further measurements. Student Officers are also instructed to find appropriate punishments for delayed Delegates. Non-compliance with the dress code will be sanctioned by the Secretaries-General or by the Conference Managers.

## 10. Glossary of MUN Terminology

**Abstain:** If you vote neither in favour nor against, you are said to abstain. During a vote on a resolution or an amendment (to any allowed degree) Delegates have the right to abstain when the delegation does neither support nor oppose the resolution. Abstentions are not in order in a vote on a motion or while a motion to divide the house is entertained.

**Ad-Hoc Meeting:** Meetings which take place during lobbying to determine the progress Delegates made with merging their resolutions. Ad-hoc meetings start with a roll call.

**Ad-Hoc Resolution:** An ad-hoc resolution is a resolution which is written and debated on "spontaneously". In the Security Council, no draft resolutions are debated on but the Delegates write an ad-hoc resolution. This also means that there will be no lobbying. The order of debate is different to the committees as there are no Submitters of the resolution as a whole. Every operative clause is added separately by an amendment which is proposed and dealt with as explained beforehand. Therefore an ad-hoc resolution does not include any preambulatory clauses.

After several operative clauses have been debated separately and added it they were passes, there will also be time in favour and against the resolution as a whole. In time against amendments are principally in order.

Ad-hoc resolution can also be written in another forum as a fun resolution if the forum has debated and voted on all resolutions about the forum's issues on the agenda.

**Administrative Staff:** The Administrative Staffs (commonly referred to in the abbreviated form 'Ad-Staff') are the assistants of the Student Officer. They assist the Student Officer in passing notepapers and during voting procedures.

**Agenda:** The list of the issues to be discussed in the different forums is called the Agenda. The forum will decide by vote or agreement on the order in which the issues before that forum are to be debated.

**Ambassador:** Every nation's delegation has one ambassador who is the head of that delegation. The ambassador has to deliver a speech at the opening ceremony with a maximal length of one minute. Delegates to the Security Council are not allowed to function as an ambassador. All forums may invite to their debates an ambassador of a nation not represented therein to explain the nation's policy on one of the forum's issues.

**Amendment:** The change of a draft resolution on the floor. There are two types of amendments: a friendly amendment is supported by the Main Submitter of the original draft resolution and is passed upon agreement by the Main Submitter. Friendly amendments are in order in time in favour as well as in time against the resolution or the amendment. An unfriendly amendment is supposed to change the content of a resolution. This has to be debated and voted on by the whole forum. Regulations for unfriendly amendments are included in the chapter 'Formal Debate'.

**Approval Panel:** The Approval Panel is composed of the MUN-Directors (teachers) who accompany the delegations. After a resolution has been approved by the panel, it may be discussed in the forum. The Approval Panel checks if the resolution is grammatically and orthographically correct as well as if it is comprehensible and clear. The Approval Panel does not have permission to interfere in questions of content. After a resolution is lobbied, merged and corrected by the Formal Clearing Office, it is brought to the Approval Panel. If it does not conform to the prescribed standards, it will be returned to the Main Submitter to correct it. Once it conforms to the standards, it will be approved. As long as insufficiencies are still detectable, the resolution needs to be corrected again before the approval is issued and the resolution allowed to be debated.

**Attendance:** For all official parts of the conference, it is every Delegate's obligation to attend them. Your presence will be determined by the Student Officers at every roll call; wherefore you need to make sure that you are always on time. In case you are sick or unable to attend for whatever reason, it is your obligation to contact your school's MUN-Directors as soon as possible.

**Badges:** Every participant will receive a badge on which the name and position are indicated. Please ensure to keep your badge with you at all times during the conference and bring them along to the evening activities. They serve as identification and admission. You will receive your badges at the beginning of the conference during registration. Please report any losses or mistakes to the Secretariat immediately.

**Chair:** The head of a committee who is in charge of moderating the debates, setting debating time and interpreting the rules of procedure. The chair is assisted by a Deputy Chair. The chair of the Security Council bears the title President and is assisted by a Vice-President. The superordinate term referring to all the aforementioned is Student Officer.

**Conference Manager:** The person(s) responsible for all organisational management as well as for every participant's well-being.

**Co-Submitter:** please see Submitter.

**Decorum:** It is the way of behaviour all participants of a Model UN must conform to. If a speaker or Delegate behaves against these basic rules and treats the speaker or the Student Officers without respect, the Student Officer will call for Decorum.

**Delegate:** A student acting as a representative of a UN's member state at a Model UN conference.

**Delegation:** A group of students who represent a nation in different forums at a Model UN conference. The term can also refer to all Delegates from one school, the school delegation.

**Draft Resolution:** A document written by a Delegate, which is created to resolve an issue on the agenda of the conference. Draft resolutions are informally debated during Lobbying, possibly revised, merged and brought to the Approval Panel before the debate. If it is passed by the committee, the draft resolution may become a General Assembly resolution. One resolution from each committee will be debated and voted on by the General Assembly.

**Floor:** In public speaking, such as in a legislature or town hall meeting, or in a committee of the UN, the person currently allowed to speak is said to "have the floor." After giving a speech and answering to Points of Information, the Delegate has to yield the floor back to the Student Officer or, upon approval by the latter, to another Delegate.

**Formal Clearing Office:** a body at an MUN conference which checks if draft resolutions are structured and formatted in accordance with the formal requirements. These formal requirements can be found in the Formal Clearing Sample Resolution. After being approved by the Formal Clearing office, a draft resolution is brought to the Approval Panel.

**Formal Debate:** The usual procedure of debating. In Formal Debate, there is a speaker in front who speaks for a certain time. Formal Debate is moderated by one of the Student Officers. During formal debate, Delegates have to remain seated and silent unless delivering a speech on the floor or raising a point or motion.

**Forum:** The different bodies of an MUN conference, such as committees and councils, are collectively referred to as forums.

**General Assembly:** The main body of decision during a Model UN conference in which all committees work and debate together. One resolution from each committee will be debated and voted on by the General Assembly.

**Guest Speaker:** A person who has great knowledge about and deep insight in one of the debated issues will visit every forum as a Guest Speaker. The Guest Speaker will speak about one of the three topics in your forum. It is absolutely essential for you to give her or him your attention. The Guest Speaker will give you an input speech or presentation on the one particular issue; afterwards you are given the estimable opportunity to ask questions to deepen your understanding of the issue. Try to prepare some questions before and during the speech. Keep in mind that the Guest Speaker is spending her or his free time to help the Conference, so see to it that you stay polite and appreciative.

During this procedure, you do not have to stick to MUNDO's rules of formal debating. You are allowed to ask questions not only from the perspective as a Delegate of one nation but also from your personal point of view.

**House:** The term house is collectively referring to all Delegates of one forum.

**Lobbying:** The informal discussion about the issues and the improvement of a draft resolution by Delegates in small groups before the actual debate are called Lobbying. The rules of formal debate do not need to be obeyed to. During Lobbying, you should try to find nations with similar opinions and combine your resolutions. In addition, lobbying time must be used by the Main Submitter to find Co-Submitters for the draft resolution. It is the Student Officer's duty to help the Delegates organise in groups. After lobbying, at least one draft resolution on each issue before the committee needs to be brought to the Approval Panel and discussed in formal debate. In the Security Council, debates start without previous lobbying and resolutions are written and debated operative clause by operative clause.

**Main Submitter:** please see Submitter.

**Member state:** A nation which has successfully applied to join the United Nations and was accepted by the General Assembly and the Security Council.

**Merging:** The process by which aspects or clauses of several resolutions are put into one resolution during lobbying is called merging. The merged resolution is brought to the Approval Panel and discussed in the forum.

**MUN-Director:** A teacher or supervisor who is supervising the school delegation and the debates. In the Approval Panel, they correct draft resolutions in terms of spelling mistakes and grammar.

**Motion:** A request made by a Delegate concerning the whole forum, e.g. to change the procedures, move into voting procedures, extend debating time etc. Most motions are only in order while there is no speaker on the floor.

**Official Language:** The official language of MUNDO 2015 is English. All communications must therefore be conducted in English, by all participants and at all times during the conference. Non-compliance will be not be tolerated by the Student Officers.

**Operative Clause (OC):** The part of a resolution including a proposal through which measure or regulation the UN will contribute to resolving the issue of the resolution. At the beginning of every operative clause there is an action verb, called the operative phrase.

**P5 Caucus (only in the Security Council):** The P5 nations are the permanent members of the Security Council, namely China, France, Russia, the UK and the USA. In the Security Council, a motion for a P5 Caucus can be raised by a P5 nation. If the four other P5 nations second this motion and it is granted by the President of the Security Council, the five nations hold a short meeting in order to discuss a controversial aspect of the resolution. The five Delegates are accompanied by the President, who takes an advising position. As these nations have veto rights, they may discuss their voting behaviour in order to find a compromise with which no nation will use its veto during voting. While the caucus takes place, the debate is stopped.

**Participation:** Beyond your mere attendance, we require your active participation in the work of your forum. The more you participate and contribute to the resolutions and debates, the greater your success and fun. It might be that your nation cannot contribute to a great extent to all topics but you should nonetheless pay attention to the speakers, raise points of information and motions, prepare amendments and communicate with other Delegates via notepaper. Do not be afraid to speak because you believe your English to not be good enough. Do not feel intimidated by experienced Delegates but heed what they do and learn from them. If you do not understand something, you should always ask your Student Officer by making a point of information to the Chair/President or by sending them or another Delegate a notepaper.

Otherwise, keep in mind that all Student Officers have the right to call upon you to deliver a speech on a resolution or on an amendment in time in favour,

against or in open debate, depending on your nation's opinion on the matter. Rather than waiting for your Student Officer to force you to speak, prepare a speech or an amendment and take the initiative.

**Point:** A request of a Delegate concerning information, personal privilege or procedural issues. Points may not interrupt a speaker on the floor except for a point of personal privilege due to inaudibility.

**Point of Information:** A question either to the speaker on the floor or to the Student Officer. This question has to be recognised by the Student Officer and may not interrupt a speaker.

**Position Paper:** A text written by a Delegate about the issues to be discussed in her or his forum and the policy the nation the Delegate is representing pursues in order to prepare for an MUN conference's debate. Position Papers oftentimes are referred to as Policy Statements.

**Preambulatory Clause:** The part of a resolution which states the actions already taken to solve the issue and the reasons why this resolution is necessary. It begins with a participle or adjective, a so-called preambulatory phrase.

**Resolution:** A formal document discussed and voted on by a forum at an MUN conference in which a particular issue is addressed and decisions regarding measures, actions and laws are stated.

**Right of reply:** When a Delegate feels personally insulted by a speaker or feels that the speaker insulted the Delegate's nation, he or she can request the right of reply.

**Roll Call:** The first action made in a Model UN forum to determine who is present or absent. The Student Officer reads out every delegation. The Delegate has to reply with either "present" or "here" when her or his nation was called. When a roll call is performed in the General Assembly, only the ambassador may announce the delegation's presence by either saying "present" or "here" when the nation was called. During roll calls, all Delegates and Ad-Staffs have to be seated. Passing notepaper therefore is suspended.

**Second:** To agree on a motion, a Delegate says "second". A motion needs to be seconded at least twice before the Student Officer may recognise the motion. Some motions do not require a second.

**Secretariat:** Supportive staff at a Model UN conference. The Secretariat provides copies, prints and the distribution of documents.

**Secretaries-General:** Responsible for the issues on the agenda and the rules of procedure. The Secretaries-General hold the highest judicial authority on the interpretation of the rules of an MUN conference, and therefore have the right to overrule decisions made by Student Officers. The Secretaries-General have to be addressed as her or his Excellency.

**Session:** During formal debate, a forum is said to be in session.

**Simple majority:** Some motions need to be voted upon. To pass such a motion, a simple majority vote is required which means that more than 50% of votes need to be in favour. Otherwise, the motion fails. Votes on amendment and resolution do not require a simple majority since in case of a tie (same number of votes in favour and against), the amendment or resolution still passes.

**Student Officers:** the President of the General Assembly (PGA), the President of the Security Council, the Vice-President, the Chairs and Deputy Chairs are collectively referred to as Student Officers.

**Submitter:** There are two different kinds of Submitters: the Main Submitter and Co-Submitters. The Main Submitter is the Delegate submitting a resolution or proposing an amendment. This Delegate reads out the operative clauses of the submitted resolution or states the amendment in front of the forum. Thereafter, the Student Officer sets debating time on the resolution as a whole or on the amendment and the Main Submitter has the floor to deliver a speech in favour of the resolution or amendment. The Main Submitter decides on any friendly amendment if classified as such by a Student Officer.

Before a draft resolution can be debated, it needs to be approved of by the Formal Clearing Office and the Approval Panel. Before bringing a resolution to the Formal Clearing Office and afterwards to the Approval Panel, the Main Submitter needs to find four Co-Submitters who either support the resolution or want it to be debate on and fill in the Co-Submitters' sheet accordingly. The Main Submitter of a resolution is responsible for correcting any mistakes detected by the Formal Clearing Office or the Approval Panel. She or he is in charge of the Co-Submitter sheet as well as the Approval Protocol. These forms will be handed out by the Student Officers.

In time in favour of the resolution, in time against or in open debate, it is likely that the Student Officer calls upon the Co-Submitters to deliver a speech according to the delegations' opinion.

Main Submitters of a resolution may deliver a final speech after voting procedures on the resolution as a whole.

**Veto:** The ability of China, France, Russia, the United Kingdom and the United States of America to prevent any resolution or amendment in the Security Council by voting against it.

**Yielding:** Passing the right to hold the floor and speak to another Delegate or most commonly back to the Student Officer.