

Georgia Tech Model United Nations  
Conference

October 13-14, 2008

Delegate Resource Guide

## **Table of Contents**

Research _____	3
Position Papers _____	12
Working Paper and Resolutions_____	13
Award _____	16
Delegate Code of Conduct _____	18
Committee Protocol _____	20
Rules of Procedure _____	22
Example Position Paper _____	30

## Research

The most important part of preparation for a simulation of the United Nations is research. In order to effectively participate in debate one must be prepared for the issues that will arise during the simulation. Without appropriate research, the educational experience of participating in the simulation is greatly inhibited. Therefore, research is just as much a part of a model United Nations simulation as the rules of parliamentary procedure. However, it can often be a very difficult process. This guide is meant to provide a starting point for adequate research and to help maximize the effectiveness of the time spent researching. There are specific questions that a delegate must look to answer when doing research. In addition, there are also different areas in which a delegate must be knowledgeable in order to be a successful participant in debate.

GTMUN is intended to be as realistic a simulation of the United Nations and other similar international bodies as possible. In order to make this goal a reality, each delegate must be prepared to act as a true national representative. While GTMUN is intended to be a fun experience that takes students out of the classroom setting to learn about international affairs, we at GTMUN still expect delegates to do their part to make this a successful conference and a valuable learning experience for everyone involved.

## The United Nations System

Perhaps the most often forgotten aspect of preparation for a United Nations simulation is researching the United Nations system itself. A delegate must understand the purpose, procedure, and organization of the United Nations in order to effectively simulate the undertakings of the organization. The Present Charter of the United Nations is available on the United Nations website (<http://www.un.org>) and is divided into sections so that it can be easily printed. All delegates are expected to at least be familiar with the provisions of the Charter that deal with their respective committees.

The history of the United Nations is also very important. The United Nations may have taken past actions that directly affect an issue that a committee deals with at GTMUN. The committee directors have written background papers for each topic that provide delegates with a brief history of United Nations action regarding the topic. However, these background guides are only a summary, and they do not always include detailed information about the action that the United Nations has taken. The best way to research the history of the United Nations is through review of UN documents such as resolutions and press releases. These documents are available through the United Nations website.

## Documentation in the United Nations

The following is an explanation of the symbols used by the United Nations in their system for identifying documents; it will be useful when determining which of the documents are relevant to the jurisdiction of a particular committee. Some of the less common symbols are not listed. A symbol is a combination of numbers and letters that serves as a unique identifier for a United Nations Document. It generally does not give any significant indication of the subject of a document. All language versions of a document carry the same symbol. The first component usually reflects the parent organ issuing the document or to which the document is being submitted:

<b>Symbol</b>	<b>Committee</b>
A/	General Assembly
S/	Security Council
E/	Economic and Social Council
ST/	Secretariat
I.C.J.	International Court of Justice
T/	Trusteeship Council

Following the first slash will be a symbol that represents which subsidiary body issued or is being given the document.

<b>Symbol</b>	<b>Meaning</b>
/AC /	Ad Hoc Committee
/C/	Permanent or Standing Committee
/CN/	Commission
/CONF/	Conference
/GC/	Governing Council
/SC/	Sub-committee
/Sub/	Sub-commission
/WG/	Working Group

### General Assembly Committees

<b>Symbol</b>	<b>Committee</b>
A/C.1/	Political and Security Committee (GA1)
A/C.2/	Economic and Financial Committee (GA2)

<b>Symbol</b>	<b>Committee</b>
A/C.3/	Social, Humanitarian, and Cultural Committee (GA3)
A/C.4/	Decolonization Committee (GA4)
A/C.6/	Legal Committee (GA6)
A/SPC/	Special Political Committee

Some exceptions occur in the case of bodies for which a special series symbol has been created not reflecting the parent organ. For example:

<b>Symbol</b>	<b>Committee</b>
CRC/C/	Committee on the Rights of the Child
DP/	United Nations Development Programme
TD/	United Nations Conference on Trade and Development
UNEP/	United Nations Environment Programme
WFC/	World Food Council
CERD/	Committee on the Elimination of Racial Discrimination

These components reflect the nature of the document

<b>Symbol</b>	<b>Meaning</b>
/BUR/	General Committee Documents
/CRP/	Conference Room Paper
/DEC/	Decisions
/INF/	Information series (procedural issues)
/Min. /	Minutes
/NGO/	Statement by Non-Governmental Organization
/PC/	Preparatory Committee
/PCN/	Preparatory Commission
/PET/	Petitions
/PRST/	Statement from President of the Security Council
/PV/	Provisional Verbatim (record of meeting)
/RES/	Resolution
/R. /	Restricted
/SR. /	Summary Records
/WP. /	Working Paper
/L. /	Limited Distribution

Modifications to documents also have a set of symbols and generally are at the end of the symbol string.

<b>Symbol</b>	<b>Meaning</b>
/Add.	Addendum
/Summary	Official Summary Report
/Excerpt	Excerpt
/Rev.	Revision
/Amend.	Amendment
/Corr	Corrigendum (correction to error in the document)

Since 1976 (the 31st Session of the General Assembly) documents are numbered using Arabic numerals to indicate which session the document comes from. For example S/RES/17/18 is the 18th resolution passed by the 17th session of the Security Council.

E/CN.4/Sub.2/2003/38/Rev.2 is the Economic and Social Council, Commission on Human Rights, Subcommittee on the Promotion and Protection of Human Rights, year: 2003, document no. 38, revision no. 2.

## Specific Country Research

Research on the country a delegate is to represent can be challenging. Very rarely will the policy of any nation be thoroughly discussed in research materials available to delegates. Many times a nation's position on a topic is not documented. In addition, many nations have a public position on an issue that differs greatly from their actual stance. For example, Iran would most likely state in an international forum that it does not participate in nor support terrorism in any way, but by a Western definition of terrorism, they are actively involved in terrorism. Because the policy of each country is not easily found in writing, it is the responsibility of the delegate to take what knowledge he or she has about the country and formulate a policy consistent with the needs of that nation.

First and foremost, each delegate should research their nation's geography, political and economic systems, military capability, history, culture, and international and regional affiliations. However, there are sometimes other issues that may be particularly important to a nation as well. Generally speaking, the more one knows about his or her country, the easier it will be for a delegate to accurately represent a country in debate. It is most effective for the entire delegation to work together in this phase of research. Fact sheets with vital statistical information for the country are a good start. It is also helpful in many cases to contact the nation's Permanent Mission to the United Nations or its embassy in Washington D.C. However, many of the smaller nations do not have the staff to be able to accommodate requests for information, so when contacting these sources, treat the representatives with respect and understanding. The addresses and telephone numbers of the embassies in Washington as well as various other embassy locations are located at The Electronic Embassy (<http://www.embassy.org/embassies/index.html>). The United States State Department compiles background notes on each nation that could be helpful in the initial stages of research. They can be contacted at:

Office of Public Affairs  
US State Department  
2201 C Street, NW  
Washington, DC 20015  
Telephone: (202) 632-1391

In addition, the US State Department also has specific offices devoted to each nation. The Department publishes the telephone numbers for these offices. Delegates are strongly encouraged to call these numbers to get information on their country and its stance on their particular agenda topics. Bear in mind, however, that this information is being provided by the United States government, and therefore does not necessarily reflect the actual position of the nation. It only represents what the United States perceives the nation's policy to be. These numbers can be found on the US State Department's website (<http://www.state.gov/countries>).

In addition to knowing what is happening in delegate's country, delegates should look at how their nation views their neighbors, their region, and the world. Knowing what is going on in a delegate's country can provide valuable insight into how each nation aligns or disagrees with other nations. A little research into how other nations perceive the world can help delegates find allies and establish blocs that can get resolutions passed.

## Online Research Sites

### Asia

- Asian Development Bank (<http://www.adb.org>)
- Asia-Pacific Economic Cooperation (<http://www.apecse.org.sg>)
- Asiaweek (<http://www.pathfinder.com/Asiaweek>)
- Far Eastern Economic Review (<http://www.feer.com>)
- ASEAN (<http://www.aseansec.org>)
- Counterpart Central Asia (<http://www.counterpart.org/dnn/>)

### Middle East

- The Organization of the Islamic Conference (<http://www.oic-oci.org>)
- US Department of State Near Eastern Division (<http://www.state.gov/p/nea>)

### Africa

- Africa News (<http://www.africanews.org>)
- University of Pennsylvania African Studies WWW ([http://www.sas.upenn.edu/African\\_Studies/AS.html](http://www.sas.upenn.edu/African_Studies/AS.html))
- Africa Policy Information Center (<http://www.africapolicy.org/index.shtml>)
- African Union (<http://africa-union.org>)

### Europe

- Organization of Security and Co-operation in Europe (<http://www.osce.org>)
- Council of Europe (<http://coe.int/DefaultEN.asp>)
- European Union (<http://europa.eu.int>)
- NATO (<http://hq.nato.int>)
- Russian and Eastern European Studies (<http://www.ucis.pitt.edu/reesweb>)

### Americas

- U.S. Department of State (<http://www.state.gov>)
- Canadian Department of Foreign Affairs and International Commerce (<http://www.dfait-maeci.gc.ca>)
- Organization of American States (<http://www.oas.gov>)

## Topic Research

Topic research is the last step in the research process, but it is this research that a delegate will mostly depend on during debate. All delegates should be familiar with the information in their respective committee background guides. This information has been provided by the committee directors, who will oversee parliamentary procedure and substantive debate in their respective committees at GTMUN. The directors at GTMUN are required to be highly knowledgeable about the issues of their committees, and have spent many hours preparing the background guides for delegate use.

The background guides cannot include all of the information pertinent to every nation's policy on an agenda topic. The guides are a summary of past UN action and it is the responsibility of the delegate to research each agenda topic further. A delegate should answer a few questions regarding each agenda topic:

1. How does it affect the nation directly?
2. What has the government done about the issue in the past?
3. What UN action would the country deem necessary and what would be deemed unnecessary?
4. Which actions does the nation feel are most important?

These questions will aid in formulating a comprehensive policy that is consistent with the research that has already been done on the country.

There is no set formula for finding topic-related information. The following are Internet resources that are broad enough to encompass a large range of issues. They are commonly used to find information about a variety of topics, and most likely will be very helpful. However, a delegate should not feel limited to these sources. Delegates should take advantage of resources found elsewhere that deal more specifically with their topics. Many times the best information can be found in books and journals. When searching internet sites, be sure to assess the credibility of each site. Wikipedia is not a credible site for research. It is a good way for a delegate to get a broad sense of a topic, but all delegates should do research beyond Wikipedia.

## Internet Resources

### United Nations Sites

- United Nations Website (<http://www.un.org>)
- International Atomic Energy Agency (<http://www.iaea.org>)
- UN Office for the Coordination of Humanitarian Affairs (<http://ochaonline.un.org>)
- United Nations Development Programme (<http://www.undp.org>)
- United Nations Environment Programme (<http://www.unep.org>)
- United Nations High Commissioner for Human Rights (<http://www.unhcr.ch>)
- United Nations Children's Fund (<http://www.unicef.org>)
- United Nations Peacekeeping Operations (<http://www.un.org/Depts/dpko/dpko/index.asp>)
- World Health Organization (<http://www.who.ch>)
- World Trade Organization <http://www.wto.org>
- International Court of Justice <http://www.icj-cij.org/>

## Sites of Useful Non-United Nations Organizations/Sites

- Amnesty International (<http://www.amnesty.org>)
- Human Rights Institute (<http://www.hri.ca>)
- International Committee for the Red Cross and Red Crescent (<http://www.icrc.org>)
- International Monetary Fund (<http://www.imf.org>)
- Nuclear Threat Initiative (nonprofit think-tank) (<http://www.nti.org>)
- RAND (nonprofit think-tank) (<http://www.rand.org>)
- World Bank Group (<http://www.worldbank.org>)
  - Data & Statistics (<http://www.worldbank.org/data>)
- Stratfor <http://www.stratfor.com/>
- Center for Strategic & International Studies (<http://www.csis.org>)
- Monterey Institute for International Studies – Center for Nonproliferation Studies (<http://www.cns.miis.edu>)

## Books

- An Agenda for Peace. New York: United Nations Publications, 1995.  
This book provides an overview of many of the pertinent issues facing the United

Nations recently, from the perspective of a former United Nations Secretary General.

- A Global Agenda. New York: Roman & Littlefield Publishers, Inc., Published Annually.

This book is the most comprehensive source of information on all aspects currently being discussed by the United Nations. It is divided up by UN committees, and provides an overview of the work completed on all main topics in each committee over the past year. This is an important resource for all delegates, and is highly recommended.

## Journals, Newspapers, and Magazines

- The New York Times (Newspaper)
- The Christian Science Monitor (Newspaper)
- The Economist (Weekly News Magazine)
- The United Nations Chronicle (Magazine)
- Current History (Journal)
- Foreign Affairs (Bimonthly Journal)
- Foreign Policy (Bimonthly Magazine)
- U.N. Chronicle (UN magazine)
- The Washington Post (Newspaper)

## Position Papers

The purpose of the position papers is to enable the delegates to engage in good substantive debate at the conference and to ensure that each delegate is fully familiar with their nation. These papers also allow delegates to learn the valuable skill of summary. Because there is a page limit (and font size limit) the delegates must organize all of their research and find the pieces that are the most important. It is important to be able to successfully incorporate one's thoughts into written form during debate. Submission of a position paper will be a key factor in determining a delegate's level of preparation for the purpose of selection for awards.

Each background guide provided by the GTMUN staff has a section (Committee Directive) that specifies where the Director would like the debate to focus. Substantively, the position paper should address the pertinent background information to the topic, the country's stance on the issue, and specific proposals to resolve the problem

The requirements for the position papers are detailed below. The Directors will not read papers that do not conform to these guidelines. Part of the purpose of the papers is to allow the delegates to summarize the most important part of their research, it is not meant to serve as an exhaustive report. An example position paper is included at the end of the Delegate Resource Guide.

When the staff reads the papers, they are looking for the following things:

- Understanding the position of the nation in regards to each topic
- Original and knowledgeable thinking in terms of a solution to the problem.
- Clearly stating the nation's policies
- Correct use of grammar and spelling

Requirements:

- Maximum one page per topic
- Maximum 12 point font
- Minimum 10 point font
- Margins must be: 1" top/bottom 1.25" right/left
- Heading must only include: Committee, Delegation, Topic

## Working Papers and Resolutions

The written format by which the United Nations brings the proposals of its member states to the floor for debate and a vote is called a resolution. Essentially, a resolution is a written statement of aims, goals, and a means of effective action by a United Nations committee.

Before delegates compose a formal resolution to deal with the topic problems, they may want to transfer their ideas into a working paper, or rough draft. Working papers are usually formed by a group of nations in the same geographical region or political persuasion. Working papers have no standard format, and are nearly always simply a list of ideas that delegates use as a starting point and point of reference in caucus and formal debate. Working papers serve to help delegates understand other nations' policy and facilitate more constructive debate. They should not be written before the conference but should be created through a collaborative process.

Resolutions are usually formed by combining several working papers. Resolutions follow a specific format and present a cohesive and well thought plan to dealing with a specific problem. Resolutions that are long but repetitive or vague are not better than short resolutions that address a specific aspect of an issue. Pre-written resolutions are not allowed at GTMUN. An example resolution appears in the appendix to this document.

At some point in the debate a group of delegates who have been working on a proposal (possibly in working paper form) will find they have enough support to formally bring a resolution before the committee. Delegates will need to show their Directors the working paper they would like to present as a resolution. If it meets all necessary criteria (being on topic; having the correct number of sponsors and signatories; having different content than other resolutions on the floor; offering a realistic solution) the working paper will become a resolution and one delegate will be allowed access to the computer lab to type the resolution into the Online Resolution System (ORS). Upon submission into the system, the resolution will be reviewed once again by the Director and then will be sent to the conference office for printing. The resolution cannot be discussed in debate until it has been approved and copies of the resolution have been handed out to committee delegates. The directors at GTMUN will not accept proposals unless they in correct resolution form.

### Resolution Heading

Every resolution begins with a heading in the upper left-hand corner, which should include the committee name, topic, and sponsors of a resolution, as follows:

TOPIC: The title of the agenda topic in question. (e.g., "The Situation in East Timor")

COMMITTEE: The name of the UN organ you are a representative to. (e.g., "GA 4: Special Political and Decolonization Committee")

SPONSORS: Affixed sponsoring States which support the content of the resolution. (Check the rules of procedure to see how many sponsors and signatories are required for a working paper to become a resolution)

SIGNATORIES: Space for ensuing signatories to the document to consider its discussion as a resolution.

## Preambulatory Clauses

After the heading come the preambulatory clauses. These clauses describe the committee's intent, motivation and frame of mind in writing the resolution. Preambulatory clauses begin with an underlined participle or adjective, which is capitalized, and are followed by a comma. Some sample words or phrases which can be used as preambulatory clauses include:

Acknowledging	Conscious	Having Adopted	Recognizing
Alarmed by	Considering	Having Considered	Reiterating
Angered	Convinced	Keeping in Mind	Respecting
Appalled	Deploring	Noting	Seeking
Aware of	Desiring	Observing	Stressing
Bearing in mind	Disturbed	Prompted by	Taking into consideration
Concerned	Emphasizing	Reaffirming	Understanding
Confused	Expressing	Realizing	
Convinced	Guided by	Repeating	

The operative paragraphs which follow the preambulatory clauses, contain the action of the resolution. Each operative clause begins with a capitalized present tense verb in the third person singular. Each "paragraph" formed by a new operative verb is indented five spaces, numbered, indented to the tenth space, and ended with a semicolon. The last paragraph ends with a period. Sample action phrases which can initiate operative clauses include:

Accepts	Condemns	Encourages	Proclaims
Addresses	Considers	Endorses	Proposes
Adheres	Constructs	Establishes	Provides
Advocates	Continues	Expands	Reaffirms
Affirms	Creates	Expresses	Recognizes
Agrees	Declares	Gives	Recommends
Approves	Decreases	Guarantees	Regrets
Asks	Deems	Hopes	Reminds

Asserts  
Begins  
Calls for  
Calls upon  
Chooses

Defines  
Demands  
Denies  
Deplores  
Designates

Improves  
Insists  
Insures  
Invites  
Praises

Requests  
States  
Suggests  
Supports  
Urges

## Awards

GTMUN awards outstanding delegations, outstanding delegates, and outstanding cooperation following the final session of the conference. This is a way for the GTMUN staff to recognize the hard work, diligent preparation, and professionalism of those delegates who stand out during debate. These awards are not intended in any way to undermine the performances of other delegates. Bear in mind that GTMUN is not a competition, but rather an educational experience. The GTMUN conference's goal is to bring delegates together in a spirit of compromise. Much like the United Nations, the organization exists for the betterment of all, and there are no winners or losers. GTMUN requires hard work and long hours from delegates before and during the conference, and therefore all delegates are commended for their successful participation.

The following criteria is used in determining awards:

- Presentation skills
- Speaking skills
- Creativity
- Overall knowledge
- Specific topic knowledge
- Specific knowledge of country represented
- Accuracy to county represented
- Negotiation skills (especially during caucuses)
- Courtesy to other delegates
- Knowledge of rules/procedure
- 'Political' ability
- Overall presence
- Position paper (accuracy and depth of knowledge)

Directors have the final say on which delegates from their committees get awards. Delegates are monitored during debates and caucuses. The ideal delegate is accurate and knowledgeable on both their country's position on the topic and the UN. They should work to create resolutions that are a reasonable solution to the problem while remaining loyal to their country.

## Delegation Awards:

George P. Burdell Cup (1) – Named after the Georgia Tech campus icon, this cup is given to the delegation that best represents their country through the duration of the conference. The delegates have a full understanding of their country's stance on all issues at hand, and show these views in a diplomatic fashion. In addition, the delegates show the utmost respect for their fellow delegates in the committee.

Outstanding Delegation (2) – These delegations have shown outstanding preparation and debate skills throughout the conference.

## Delegate Awards:

Outstanding Delegate (1 per committee) – This award is chosen by the Director and the Assistant Director in each committee and is given to the student that most embodies the spirit of the United Nations in all aspects of their behavior.

Honorable Mention (2 per committee) – These awards are at the discretion of the Director and Assistant Director and are given to students that have shown depth of knowledge of the topic and their country and have strived for cooperation throughout the conference.

## ICJ Awards

Due to how differently the International Court of Justice runs, awards work somewhat differently for that committee. Here is a list of those awards and how they are selected:

Outstanding Memorial (1) – Given to the Memorial presented to GTMUN prior to the conference showing the firmest grasp of international law and the rules of the court.

Outstanding Justice (1) – Determined jointly by peer and Director evaluation, criteria for this award include knowledge of the workings and values of the court, grasp of international law, and quality of oral and written arguments.

Outstanding Advocate (1) – Determined jointly by peer and Director evaluation, criteria include knowledge of pertinent international law and treaties, presentation of oral arguments, and respect for the values of the court.

## Delegate Code of Conduct

In general, GTMUN expects and REQUIRES all delegates to act in a professional manner during their participation in this conference. The guidelines that are provided for delegates in this guide are intended to protect delegates while they are in the City of Atlanta and at Georgia Tech as well as to ensure that the conference is a good experience for everyone involved.

### Respect

Delegates show respect to others at all times while participating in GTMUN. This means that all delegates should respect staff members, fellow delegates, faculty advisors, guests of the conference, Georgia Tech faculty, and anyone else that they come in contact with during the GTMUN conference. This applies in all circumstances. Delegates are responsible for the manner in which they treat other delegates in caucus, the content of notes passed during committee, and all other ways in which they interact with others. Any delegate who is not respectful to other participants will not be considered for awards at the end of the conference. Any delegate who shows extreme disrespect, including vulgar notes, will be asked to leave the conference and will become the responsibility of the their advisor.

### Location

The dates that have been chosen for GTMUN are days that Georgia Tech does not have classes. For that reason, the number of Georgia Tech students who will be on campus during the conference will be less than that of a typical day of class. However, there will be a large number of students that live on campus that will have continuous access to some of the same buildings that will be in use during GTMUN. Delegates are not to associate with these students under any circumstances. Delegates are also required to remain in their respective debate areas at all times. Committee directors will assign locations where caucusing is acceptable, and will closely monitor those places. This is for the protection of all delegates. In addition, the staff requires that delegates wear their credentials at all times. Delegates are not allowed to remove them for lunch, caucus, or any other reason. Any delegate that leaves the building without express permission from their Director will be asked to leave the conference.

### Dress

All delegates at GTMUN are expected to be dressed appropriately. There are no exceptions to this rule. The dress for GTMUN is Western business attire. For men, a blazer or suit is appropriate. For women, skirts or slacks with a blouse, or dresses are acceptable, provided that the tops are not excessively low-cut, and that the skirts are not short. Jeans, shorts, sandals, or t-shirts are not acceptable under any circumstances. Women should not wear inappropriate or distracting makeup. All decisions concerning the acceptability of a delegate's dress will be made solely at the discretion of the GTMUN Secretariat, and delegates dressed offensively will be expected to leave the conference.

### Consequences

GTMUN is only successful if delegates gain knowledge and experience from their participation in the conference. It is very important, therefore, that the GTMUN staff carefully and quickly handle any situations dealing with delegate behavior during the conference before they hinder the ability of another to effectively participate. Inappropriate behavior will not be tolerated. If a delegate persists with inappropriate behavior after a warning, GTMUN staff will notify the delegate's faculty advisor. GTMUN also reserves the right, in extreme circumstances, to bar a delegate from further participation in the conference if necessary. The delegate will be placed under the supervision of the faculty advisor in such a case.

## Committee Protocol

The committee room is the nucleus of the conference. Here the delegates complete most of their work concerning the issues at hand. There are several things to be aware of when entering the committee room.

### Environment

The rooms will be set up according to the wishes of the director. It is requested that delegates maintain this seating order throughout the conference. Also, please be aware that the temperature of the room may not be within your comfort zone. Unfortunately, the room temperature is not adjustable by the GTMUN staff. Please bring appropriate clothing for such temperature changes.

### The Committee Director

The committee Director will be a facilitator for all discussion in the committee. They will not take sides and will not influence the decisions of the committee. The Director is responsible for making sure background guides are prepared on time, presiding over the committee, and general administrative duties for the committee. Motions will be made to the Director. Assistant Directors assist the Director throughout the conference and should be treated with the same amount of respect given to the Director. The Director's decisions are considered final. If you feel that a director has made a grave mistake, please write your claim and write "To Secretariat" on the top and give it to the Director. The note will be given directly to the Secretariat for discussion. All decisions of the Secretariat are final.

### Forms of Debate

There are three forms of debate used at the GTMUN Conference. These are established to facilitate discussion of the issues. They are as follows:

**Formal Debate** – The committee maintains this level unless changed with the approval of the committee. During formal debate, the delegates will speak to the committee when it is their time, according to the speaker's list. Questioning of the speaking delegate is not allowed while in formal debate.

**Moderated Caucus** – At this level, the delegates may openly debate under the supervision of the director. Once the committee moves into moderated caucus, any delegates who wish to question the speaker may do so after being recognized by the Director.

**Unmoderated Caucus** – At this level, the delegates may openly debate without the supervision of the Committee Director. The delegates can interact without following the rules of procedure. It is requested that delegates remain in the room or designated areas during unmoderated caucus, unless excused by the director. This is when delegates should work on writing or gaining support for resolutions. Delegate should put emphasis on negotiation and consensus building. The Director and Assistant Director are available for any questions at this time.

## Voting

Voting can only occur during formal debate, after the speaker's list has been exhausted or closed AND there is a resolution on the floor. The director has the discretion to postpone voting should he or she feel that debate has not been satisfactory to solve the topic at hand. In voting, there are three voting options that can be established by the voting body. Should there be no motion, the body will vote by unanimous vote. Two voting motions can be accepted: vote by roll call and vote by ballot. If either motion is called, the delegate must state "Yea" for the positive, "Nay" for the negative, or "Abstain" for their exclusion from the vote. In such voting, majority vote considers only the positive and negative votes, and ignore abstentions.

## Rules of Procedure

GTMUN operates on a strict set of rules that have been created over the years by the Secretariat and the Directors. Delegates are expected to be familiar with the rules of procedure and adhere to them. Each conference operates on slightly different rules so it is imperative that delegates understand the rules that will be used at GTMUN. The rules are refined each year and should be reviewed annually for any changes. A copy of the rules is included in the Delegate Resource Guide and is posted on GTMUN's website. If delegates have questions about rules of procedure during the conference they can ask either their advisor or one of the GTMUN staff members.

## GTMUN 2008 Rules of Procedure

1. These Rules of Procedure are considered adopted by the Assembly prior to its first meeting.
2. Interpretation of these Rules shall be reserved exclusively to the Director General and his or her designate(s).

### **Rule 1**

#### *Dates of Convening and Adjournment*

The Assembly shall meet every year in regular session commencing and closing on the dates designated by the Secretary General.

### **Rule 2**

#### *Place of Sessions*

The Assembly shall meet at a location designated by the Secretary General.

### **Rule 3**

#### *Invitation to Silent Prayer or Meditation*

Immediately after the opening of the Assembly, the Director may invite the representatives to observe one minute of silence dedicated to private prayer or meditation.

## Agenda

### **Rule 4**

#### *Provisional Agenda*

The provisional agenda shall be drawn up by the Secretary General and communicated to the members of the Assembly at least forty-five days before the opening of a session.

### **Rule 5**

#### *Adoption of the Agenda*

The agenda provided by the Secretary General shall be considered adopted as of the beginning of the opening session. Motions to reorder the agenda shall be accepted and debated in each committee. The Director may limit the allowed number of speakers for debate upon the order of the agenda. At any time, delegates may move to set the agenda and each motion shall immediately be put to vote. Majority vote of those present in the body shall determine the order of the agenda items.

## Secretariat

### **Rule 6**

#### *Composition of the Secretariat*

The Secretariat will be composed of the Secretary General, the Director General, all Undersecretaries General, the Conference Director, all Directors of standing committees, and all Assistant Directors of standing committees.

**Rule 7***Statements by the Secretariat*

Any member of the Secretariat, at any time, may make oral or written statements to the body concerning any question under consideration.

## Director

**Rule 8***The Director*

The Secretary General or his or her designate shall appoint a Director who shall hold office and chair the committee for the duration of the session, unless otherwise decided by the Secretary General. If the Director finds it necessary to be absent during a meeting or any part thereof, the Secretary General, or his or her designate, shall designate an Acting Director to take his or her place, unless otherwise decided by the Secretary General. Alternatively, if the Director is unable to perform his or her functions, a new Director shall be appointed for the remainder of the term at the discretion of the Secretary General or his or her designate.

**Rule 9***General Powers of the Director*

In addition to exercising powers conferred upon him/her elsewhere in these Rules, the Director shall declare the opening and closing of each meeting of the session, direct the discussions, ensure observance of these Rules, accord the right to speak, put questions to a vote, and announce decisions. He or she shall rule on points of order and, subject to these rules, shall have complete control of the proceedings at any meeting and over the maintenance of order. The Director may, in the course of discussion of an item, propose to the Assembly the limitation of the time to be allotted for speakers, the limitation on the number of times each representative may speak, the closure of the list of speakers, or the closure of debate. He or she may also propose the suspension or the adjournment of the meeting or the adjournment of debate on the item under discussion. The Director may also, for any reason, rule any points or motions dilatory or out of order.

## Conduct of Business

**Rule 10***Official and Working Language*

English shall be the official and working language of each committee. Any representative wishing to address the body or submit a document in a language other than English shall provide simultaneous translation into English and, for a speech, be afforded an equal amount of time to introduce the translation in addition to the original speech.

**Rule 11***Quorum*

The Director may declare a meeting open and permit debate to proceed when representatives of at least one-third of the members of the committee are present. The presence of a majority of the members shall be required for any decision to be taken.

**Rule 12**

### *Speeches*

No representative may address the committee without having previously obtained the permission of the Director. The Director shall call upon speakers in the order in which they signify their desire to speak. The Director may call a speaker to order if his or her comments are not relevant to the subject under discussion.

### **Rule 13**

#### *List of Speakers*

Members may be on the list of speakers once but may be added again after they have spoken. After the initial establishment of the list of speakers by the Director, any representative wishing to be added to the list must submit, in writing, their request. Any representative has the right to make a motion that the list of speakers be closed or, if already closed, reopened. This motion is not subject to debate, and requires the support of the majority of members present to pass. If the list of speakers becomes exhausted, formal debate automatically concludes and the committee proceeds directly into voting procedure.

### **Rule 14**

#### *Time Limit on Speeches*

The Director may determine the initial time limit for speakers. The committee may, by a majority vote, limit the time allotted to each speaker and/or the number of times a representative may speak on a question. Before a decision is taken, however, two representatives may speak in favor of, and two against, a proposal to set such limits. When a delegate exceeds the allocated time, the Director shall call him or her to order without delay.

### **Rule 15**

#### *Points of Order*

To correct an error in procedure, a representative may rise to a point of order during the discussion of any matter. The Director, in accordance with the Rules of Procedure, shall immediately decide on the point of order immediately. A representative may appeal against the ruling of the Director to the Director General by informing the Director in writing. A representative rising to a point of order may not speak on the substance of the matter under discussion.

### **Rule 16**

#### *Points of Personal Privilege*

Any representative may rise to a point of personal preference if the noise in the chamber is too loud, the speaker cannot be heard, if the temperature of the room is uncomfortable, or for some similar reason. If and only if a question requires immediate action may a representative exercising a point interrupt the current speaker.

### **Rule 17**

#### *Points of Information*

Any representative may rise to a point of information to direct a question, concerning procedure,

to the chair. The point may concern a clarification regarding the Rules of Procedure, the United Nations, or the direction of the proceedings. This point is in order only when the floor is open to formal debate.

### **Rule 18**

#### *Rights of Reply*

If a remark impugns the integrity of a representative's State, the Director may permit a right of reply following the conclusion of the controversial speech, and shall determine an appropriate time limit for the reply. No ruling on this question shall be subject to appeal. Requests for any rights of reply must be submitted to the Director in writing.

### **Rule 19**

#### *Suspension of the Meeting (Unmoderated Caucus)*

During the discussion of any matter, a representative may move for the suspension of the meeting, specifying a time for reconvening. Such motions shall not be debated upon, but shall be immediately put to a vote, requiring the support of a majority of the members present, or present and voting, to pass.

### **Rule 20**

#### *Adjournment of the Meeting*

During the discussion of any matter, a representative may move for the adjournment of the meeting. This motion requires no debate and shall be put to a vote, requiring the support of a majority to pass. After adjournment, the committee shall reconvene at its next regularly scheduled meeting time; adjournment of the final meeting shall adjourn the session.

### **Rule 21**

#### *Adjournment of Debate*

During the discussion of any matter, a representative may move for adjournment of debate on the item under discussion on the floor. Permission to speak on the motion shall be accorded only to two representatives favoring and two representatives opposing the adjournment, after which the motion shall be put to an immediate vote. If a motion for adjournment of debate is passed by two-thirds of the members present, or present and voting, the topic is considered dismissed and no action will be taken. The committee shall immediately proceed to consider the next agenda topic.

### **Rule 22**

#### *Closure of Debate*

A representative may, at any time, move for the closure of debate on the item under discussion. Permission to speak on the motion shall be accorded only to two representatives opposing the closure, after which the motion shall be immediately put to a vote. Closure of debate shall require a two-thirds majority of the members present, to pass. If the committee favors the closure of debate, the committee shall immediately move to voting procedure on all proposals introduced under that agenda topic.

**Rule 23***Suspension of the Rules (Moderated Caucus)*

During the discussion of any matter, a delegate may move for the suspension of the rules, specifying a time limit and a topic. Such motions shall not be debated upon, but shall be immediately put to a vote, requiring the majority of the members present, or present and voting, to pass. The Director shall moderate the committee and set all limitations during the specified time period.

**Rule 24***Order of motions*

Motions before the committee shall have precedence in the following order:

1. To suspend the meeting,
2. To adjourn the meeting,
3. To adjourn the debate on the item under discussion,
4. To close debate on the item under discussion, and
5. To suspend the rules.

**Rule 25***Proposals, Amendments to Proposals, and Modifications to Proposals*

Proposals and substantive amendments shall be submitted to the Director, with the names of at least four sponsoring members and a minimum total of ten members recognized by the Secretariat who would like to see the committee consider a proposal. A proposal shall retain the required number of sponsors to remain in debate and shall be written in the correct format. The Secretariat may, at its discretion, approve the proposal or amendment for circulation of copies to the delegations. The Director, however, may permit the discussion and consideration of proposals or amendments without such proposals and amendments having been circulated. The Director, at his or her discretion, may also set a limit to proposals that may be introduced, and may also limit the discussion to one proposal while in a given area of discussion. There will be no formal introduction of a proposal; it is considered formally introduced when it is adopted by the Director.

If the sponsors agree to the adoption of a proposed amendment, the proposal itself shall be modified accordingly and no vote shall be taken on the adoption of the proposed amendment. A document modified in this manner shall be considered as the proposal pending before the body for all purposes, including subsequent amendments.

**Rule 26***Withdrawal of Motions and Proposals*

Any motion made may be withdrawn, by its sponsoring representative, from the floor before it is entertained by the Director and action taken upon it. Likewise, the sponsors of a proposal may withdraw their proposal at any time before voting procedure has commenced, provided that no amendments have been submitted for the proposal. A motion or proposal thus withdrawn may be reintroduced by any representative.

**Rule 27***Yields*

If a speaker concludes his or her substantive speech before the allotted time has expired, he or she may yield the remaining time to the Director.

## Voting

**Rule 28***Voting Rights*

Each member of each committee shall have one vote on all substantive and procedural matters.

**Rule 29***Majority Required*

Unless specified elsewhere in these Rules, decisions of the committee shall be made by a majority of the members of the committee.

**Rule 30***Meaning of the Phrase 'Present and Voting'*

For the purpose of these Rules, the phrase "members present and voting" shall mean the members casting an affirmative or negative vote. All members must cast an affirmative or negative vote on procedural motions. However, on substantive motions members may abstain from voting, provided they are not recorded on the roll as present and voting. Members, which abstain from voting, are not considered as voting.

**Rule 31***Method of Voting*

Committees shall normally vote by a show of placards, but any member may request a roll call vote on any item of substantive consideration. The roll call vote shall be taken in the English alphabetical order of the names of the members. The name of each member shall be called in any roll call, and one of its representatives shall reply, "Yes," "No," "Abstain," or "Pass." The results of voting shall be listed in the record in the English alphabetical order of the names of the members. Only one pass is allowed per delegation per vote, and any member wishing to pass relinquishes their right to abstain from the vote.

Any member may also request to adopt an item of substantive consideration by acclamation. Such motions shall not be debated upon, but shall be put to a vote, requiring no opposition to pass. However, a motion for a roll call vote during voting procedure shall take precedence over a motion to adopt by acclamation.

**Rule 32***Conduct During Voting*

After the Director has announced the beginning of voting, no representative shall interrupt the voting except to a point of order in connection with the actual process of voting. At the beginning of voting, the page system will be suspended and entry into the chamber will be prohibited. The Director may permit members to explain their vote, either before or after the voting if a request has been submitted, in writing, before the commencement of voting

procedure. The Director may limit the time to be allowed for such explanations. The Director shall not permit any sponsor of a proposal or amendment to explain his or her vote on his or her own proposal or amendment. Explanations shall be permitted only if a member has voted in a manner contrary to what was made apparent during debate.

### **Rule 33**

#### *Voting on Proposals*

If two or more proposals are related to the same topic, the committee shall vote on the proposals in the order in which they have been submitted.

### **Rule 34**

#### *Voting on Amendments*

When an amendment is moved to a proposal, the amendment shall be voted upon first. When two or more amendments are moved to a proposal, the committee shall vote on the amendments in the order they are received. If one or more amendments are adopted, the amended proposal shall then be voted upon. A motion is considered an amendment if it adds to, deletes from, or revises part of the proposal without having the full support of all sponsors of the proposal.

### **Rule 35**

#### *Division of proposals and amendments*

Immediately before a proposal comes to a vote, a representative may move that sections of a proposal or amendment be voted on separately. The motion for division shall be voted upon, requiring the support of a majority of the members present and voting to pass. Permission to speak on the motion for division shall be given only to two speakers in favor and two speakers against. The Director may limit the time allowed for these speeches. At the completion of these speeches, the committee shall move to an immediate vote. If the motion for division is carried, each section of the proposal or amendment that has been divided shall be substantively voted on separately. If a majority of the members present vote in favor of the divided sections of the proposal or amendment, the sections are returned to the proposal or amendment as an annex. If a majority of the members present vote against the divided section of the proposal or amendment, the section will be considered rejected by the committee. If all operative sections of the proposal or amendment have been rejected, the entire proposal or amendment shall be considered rejected.

## Of Special Notice

### **Rule 36**

#### *Security Council voting*

Passage of any substantive item of consideration in the Security Council shall require the approval of at least nine members, including no negative votes from all five permanent members. Resolutions should have at least three sponsors (at least 1 permanent member) and five signatories to be accepted.

## Appendix

Number	Rule	Debate	Vote Required
5	Adopt the Agenda	None	Majority
13	Close (or Reopen) the Speaker's List	None	Majority
14	Change Speaker's Time (must be written)	2 Pro - 2 Con	Majority
15	Point of Order	None	Director
18	Right of Reply (must be written)	None	Director
19	Suspend the Meeting	None	Majority
20	Adjourn the Meeting	2 Pro - 2 Con	Majority
21	Adjourn Debate	None	Two-Thirds
22	Close Debate	2 Con	Two-Thirds
24	Suspend the Rules	None	Majority
31	Roll Call Vote	None	None
35	Vote 1: Divide out the Indicated Material	2 Pro - 2 Con	Majority
	Vote 2: Consider the Divided Material Separately	None	Majority

## EXAMPLE PAPERS

### Greece

#### **GA 4<sup>th</sup>: Special Political and Decolonization Satellite Placement In Outer Space**

On May 13, 2003, Greece launched its first satellite, Hellas Sat, into orbit so as to have prepared in time for the 2004 Olympic Games. Now that this foremost purpose has been accomplished, the satellite is being used to allow communication between Greece and the Greek population of the rest of the world that has not been available until now. It is thus aiding in the commercial expansion of Greece's economy. Along with this, on January 18, 2005, the Greek parliament ratified a 2004 agreement and thus officially made Greece a part of the European Space Agency. In light of these facts, Greece understands the importance of space to its own country and to countries around the world.

In becoming part of the ESA, Greece has begun to place even more importance in space and will want to expand its satellite presence in space, with a few commercial satellites of its own, as well as scientific satellites that may be shared with the rest of Europe. For the time being, Greece will not require a military satellite, although in the future this may become a priority. Greece also understands that space needs to be split up in an orderly fashion to avoid unwanted accidents in space, and also to assure every country a right to a piece of something that belongs to all the world.

The division of remaining orbits for satellites in space should be split according to the size of the commercial sector in different countries for commercial satellites, possibly giving a certain amount of satellite room for companies from different countries that reach a certain size, with a cap on the amount of satellites based on the aforementioned size of the commercial sector. For the scientific sector, orbits can be divided according to the delicacy of the experiment to a certain orbit, or split between space agencies, thus allowing those wishing to carry out the scientific endeavors to choose which space agency will launch their experiment. They could also be split up on a first come first serve basis, with a certain number of orbits in space designated specifically as being for science. Greece is not a powerful country militarily, and thus dislikes the notion of having weapons in space; as such, it is against any sort of arm's race in space, and would rather have satellites be forbidden to carry weapons into it. While also wanting a provision to prevent the use of espionage in space, it understands the difficulty that would come with implementing this, and also the beneficial uses that it could bring. Satellites that become inactive should be equipped with a self destruct that severely alters their orbit so they are quickly disposed of in the atmosphere. Greece may be a small country, but it has a very important culture that has affected much of the world; this knowledge could be helped by more satellites in space. Also, while Greece has a stagnating economy at the moment, the allowance of certain orbits in space could greatly improve the commercial sector and help improve its economy. Thus, Greece has a necessity of at least a few orbits for the present, and will be needing more in the future.

[http://www.space.com/missionlaunches/atlas5\\_launch\\_030513.html](http://www.space.com/missionlaunches/atlas5_launch_030513.html)

<http://www.astro.auth.gr/elaset/esa/>

## **Greece**

### **GA 4<sup>th</sup>: Special Political and Decolonization Self-determination of Western Sahara**

Greece has faced the conquest of a greater power before in its history, when the Ottoman Empire claimed sovereignty over it, and it would now, as it did then, fight to preserve what it believes to be its own right to self-determination. In accordance with what it believes about itself, it also believes that Western Sahara should have a right to self-determination. When Spain decolonized the area in 1975, the region was supposed to have the right to decide what would happen to it, but both Mauritania and Morocco moved in and, in Greece's opinion, illegally and forcibly took military control of the region.

Greece believes that the referendum that was supposed to have happened in 1991 under MINURSO should be placed into effect, and any plan to do this should only have to be approved by the population of Western Sahara (i.e. unlike the failed Baker Plan, where the Polisario accepted but the plan failed because of Morocco), because it is rightfully their land, and not Morocco's. However, noting the problems that this would cause, Greece also believes that Morocco would have to receive just compensation. This just compensation could include something more trading rights with the rest of the world, or even a granting of part of the original Western Sahara region in return for the giving up of the greater part of it. Greece believes that the referendum that should have taken effect almost fifteen years ago should be placed into effect soon. This is necessary since the referendum is a great source of monetary drain (\$44.6 million for 2006-2007 alone) for the United Nations and has had fifteen years of repeatedly being extended because no agreement can ever be reached on it. The referendum should not be rushed or put into effect sloppily, though, but it should become a priority on the United Nation's agenda until such a time as it comes to pass.

Any referendum that occurs to take care of this situation should have in mind the rights of the people in the area, and the urgency to put it in place should also take into account the human rights abuses that have been reported in the area. If anything, Greece is a country that respects the rights of citizens to believe what they will; that is, it respects freedom of speech, press, etc. In retrospect, this conviction comes from the abuses that happened in Greece itself during the reign of General Papadopoulos, where these rights and other civil liberties were suppressed. Thus, Greece condemns the Moroccan practices of capturing and imprisoning political and philosophical opponents with no charge and not releasing them. It believes that any referendum will have to address those unlawfully imprisoned, and that if the referendum does not include that, a sister resolution should be created to press Morocco into releasing these prisoners. In light of these abuses, when the Moroccan presence is removed, it should be removed entirely, to prevent any more of them. Greece is thus supportive of the Western Sahara's bid for independence; at the very least, it would like to see the human rights of the population defended in the future.

<http://www.un.org/Depts/dpko/missions/minurso/>  
<http://www.arso.org/08-4.htm>

## **Greece**

### **GA 4<sup>th</sup>: Special Political and Decolonization The Prospect of Democratic Elections in Africa**

Greece is known as the founding place of democracy in the early years of civilization. Democracy has changed since then, but Greece still supports its role in society, especially after its encounter with a dictatorship in the early fifties with General Papadopoulos. As a democratic nation, Greece supports the adoption of democracy in the nations of the world, including those in Africa, as a way to create a more moderate world where radical thinkers do not cause as much damage to society. It especially hopes that democracy can be used as a tool to create a more peaceful world for later generations.

However, noting the difficulty of doing this that has been seen in the Middle East with the United States, Greece also supports a more moderated approach, that takes into account not only the wishes of the nations aiding the country in question in its bid for democracy, but especially giving the people of the country the final opinion on the topic. As with a lot of the European Union, Greece did not support the unilateralism that the United States showed during the Iraq war, and any new attempts to enforce democracy in nations willing to adopt it will have to come with much multilateralism in its opinion, especially using the United Nations to help. It will be very important, in retrospect of what happened in the Middle East, that a democracy is not imposed on a people, but rather that its establishment be preordained by the people of the country in question. This is especially true in African nations, where most of the time, the people are just coming out of turmoil and will likely be suspicious of foreign intervention. If the United Nations decides it wants to enforce a democracy, it should not do it militarily, but rather by pressuring the country in question to adopt one.

One of the most important parts of a well functioning democratic system is a well educated public capable of making well educated decisions. As such, to support African countries that are willing to become democratic, the UN would have to place an emphasis on sending out members to help do this, either by giving information on the government's functions or the opinions of the government officials or both. The UN would also have to send experts in to help with the infrastructure of the elections, including places that where ballots will be placed, transportation to and from those places, and ways to count the ballots. It is possible to have peaceful elections even in volatile regions, as the Congo election this summer showed, but the problem (as again is seen in that election) occurs when two of the candidates tie. It is situations like these that must be solved peacefully and will require UN's help, by peacekeepers and by having the UN educate the people. If the elections are thus controlled, Greece believes that a democratic Africa would be the next step to a more peaceful world.

<http://www.gwu.edu/~ieresgwu/2004.3.pdf#search=%22EU%20on%20unilateralism%20of%20us%22>

<http://allafrica.com/stories/200609010295.html>