DELEGATE GUIDE

NEWMUN

Letter from the Secretary-General

Dear Delegates and Faculty Advisors,

It is my absolute pleasure to welcome you to NewMUN 2023. After persevering in a virtual setting for 2 years, our Secretariat and staff members have made the first in-person conference back possible. Hence, it is my desire that all of you will capitalise on this opportunity to learn more about yourselves as either delegates or supervisors by witnessing the journey of the conference's participants towards becoming the world's future diplomats.

To catch you up to speed, my MUN journey began in 2018. Although I was a naive and inexperienced 10-year-old at the time, I was intrigued by how middle/high-schoolers would simulate the process used by the UN to deal with international conflicts. Hence, just a few weeks later, I became an usher for NewMUN 2018, where I found myself enthralled by the discussions that took place. Soon enough, I was attending conferences as a delegate myself, directly involved amid fierce debate. In the initial years, my journey was slow and steady, yet eventually, I was granted the position of a member of the Secretariat in 2021. And, today, I write to you as the Secretary-General of our delegation.

In my lengthy experience as an MUN delegate, I have concluded that being a diplomat is oftentimes tricky, strenuous and undoubtedly risky. Nevertheless, as you step into the first conference of what I am sure will be many more promising ones throughout the year, I am certain to be hosting some of the most compassionate leaders in the gruesome world we inhabit today. By discussing demanding topics ranging from the usage of Precision Guided Munitions and Stealth Technology in modern combat to deliberations regarding the 2003 Invasion of Iraq, we hope that collectively all of you will use this opportunity to right the wrongs of our semi-functioning society. We wholeheartedly hope that NewMUN 2023 will be memorable for you all, incentivizing you to make a difference in the world, however small.

For all incoming Faculty Advisors, I cannot appreciate your efforts enough. The encouragement that your delegates receive from you is invaluable towards aiding their confidence and eventual success, evident in their performances in committee. Your sacrifices have allowed students such as myself to grow from their timid shells into their own voice of reason, empowering them to direct their input towards good in an unforgiving world. For this and so much more, I cannot thank you enough.

With all of the above in mind, on behalf of all NewMUN 2023 organisers, we look forward to seeing your participation in the conference!

Best of luck,

Anika Sahoo

Secretary-General of NewMUN 2023

Letter from the Logistics Team

Dear delegates,

On behalf of the Newton Delegation, we want to welcome you to NewMUN 2023 by providing you with this Delegate Guide. It contains all the basic outlines of MUN procedure, as well as extra information about the specific nuances present in our conference. We hope that this document will help you develop a better understanding of Model United Nations as an activity and aid you in excelling at it.

Given that MUN is multifaceted and complicated first handedly, one will only get better at it through experience. That being said, it is crucial for a delegate to assume the challenges and situations they are faced with through a conference. Once you do, you will be presented with the opportunity to enjoy the various thrills that MUN has to offer, including but not limited to the intriguing topics you learn, the people you meet, the discussions you make and the little (or great) victories you accomplish throughout the sessions.

Hence, this guide may accompany you to answer any questions or doubts you might have regarding parliamentary procedure, MUN-related documents and committee types. We hope this comes in handy in your MUN journey.

Best of luck,
The Logistics Team

Schedule

FIRST DAY *(Saturday)*	
7:45am - 8:15am	Registration
8:15am - 9:00am	Opening Ceremony
9:00am - 9:10am	Transition to committees
9:10am - 11:30am	Session I
11:30am - 11:50am	Break
11:50am - 1:30pm	Session II
1:30pm - 2:30pm	Lunch
2:30pm - 4:15pm	Session III
4:15pm - 4:45pm	Break
4:45pm - 6:00pm	Session IV
SECOND DAY *(Sunday)*	
8:30am - 10:30am	Session V
10:30am - 10:45am	Break
10:45am - 12:00pm	Session VI
12:00pm - 12:30pm	Break
12:30am - 1:30pm	Closing Ceremony

General rules of NewMUN 2023

Code of Conduct

Newton Model United Nations is a formal conference. Therefore, we expect delegates to behave with a sense of respect, dignity and open-mindedness. Any form of harassment and discriminatory behaviour is largely frowned upon. Delegates exhibiting such behaviour will be punished accordingly.

Dress Code

All participants are expected to dress formally for the full duration of the conference. The gentlemen are expected to wear a suit and tie. The ladies may wear a trouser suit or blazer and skirt. The chairs have the right to deny delegates the privilege of participating in committees and councils if they do not comply with the dress code.

Lanyards/Badges & Placards

All delegates are expected to wear or be able to present their lanyard at all times when approached by an official. Lanyards are a form of identification, thus delegates are encouraged not to lose them as they validate your belonging to the conference. Both lanyards and placards are issued at Registration and are irreplaceable, unless any mistake has been made on behalf of the Logistics team.

Communication

The official language of our conference is English, and all delegates are expected to use it in a formal manner when speaking with members of staff and/or other delegates during committee sessions. Vulgar and informal language will not be allowed. Delegates must not interrupt each other during formal debate, nor should they interrupt the Dais.

Personal information such as email addresses and phone numbers may be solicited for committee purposes only. If they were to be used for any other means, serious consequences will be evaluated by staff members and can potentially lead to a disqualification.

Punctuality

All participants are expected to present themselves on time to their committees. Punctuality is a vital aspect of successful diplomacy and is a quality expected of chairs and delegates alike.

Note Passing

In the interest of debate, note passing allows for communication of essential details or questions between delegates, facilitated by the "note passers", formally known as the pagers. Notes passed may never be of a personal nature and all notes not directly pertaining to the

topic being debated will be read and intercepted by the administrative staff. Note passing may be suspended at the discretion of the chair if continuous and grave violations occur.

Use of Devices

Cell phones are not allowed during committee and must remain turned off inside the committee room. Bear in mind that staff members will not be held responsible for the loss or damage of technological devices. Therefore, we kindly ask delegates and advisors to take care of their appliances.

Laptops or tablets will be allowed exclusively for the drafting and viewing of Working Papers and Draft Resolutions during unmoderated caucuses and when the dais permits. Otherwise, such devices should not be used and must be stored away. When laptops are being used during committee sessions, certain members of staff will closely supervise their use. If a delegate uses these appliances inappropriately, they will be removed from the conference and shall be disqualified from gaining any awards.

Observers

Observers are welcomed in our conference to witness the debate of every committee alike and are obliged to follow all aforementioned rules (which are applicable to them, of course). Faculty Advisors are expected to supervise their behaviour at all times throughout the conference to avoid any disruptions to the flow of debate. Observers must keep in mind that only a limited number can be present in a single committee at a given point in time due to capacity, and therefore must look to inquire about another committee if the case presents itself.

Pre-Writing Policy

Any documents written prior to the conference will not be accepted by the committee staff at NewMUN. Our philosophy strongly rests on the presentation of ideas for collaboration and compromise between delegates IN session, hence all writing is expected to take place during the committee sessions. If any document does not seem as though it could have been feasibly written during the conference, the delegate at hand will be subject to disciplinary action.

Plagiarism Policy

It is expected that all materials submitted to the committee staff before and during the conference will be the delegates' own work. Any delegates suspected of committing an act of plagiarism will be subject to an investigation that is reported to faculty advisors and may result in disciplinary action.

<u>Committee Types</u>

General Assemblies

The United Nations General Assembly is the main policy-making organ of the organisation, and is comprised of six main committees which are ordinally numbered:

- The First Committee: Disarmament and International Security (DISEC) is (as the name suggests) concerned with disarmament and related international security matters
- The Second Committee Economic and Financial (ECOFIN) is concerned with economic matters
- The Third Committee: Social, Cultural, and Humanitarian (SOCHUM) deals with social and humanitarian matters (once again, as the name suggests)
- The Fourth Committee: Special Political and Decolonisation (SPECPOL) deals with a variety of political subjects not dealt with by the First Committee, as well as with decolonization
- The Fifth Committee: Administrative and Budgetary deals with the administration and budget of the United Nations and its financial programs
- The Sixth Committee: Legal deals with legal matters (again, redundant)

General Assemblies follow all the procedural regulations to be mentioned below, and tend to be the largest in size due to the inclusion of all 193 Member States of the United Nations. However, for this Model UN conference, the number of delegations per General Assembly will not exceed 40.

Joint-Crisis Cabinet

If you try to search this committee up in your preferred Search Engine, the most probable result will not at all relate to the United Nations. This is because Crisis committees are not conventionally a body of the United Nations!

Crisis committees tend to be more dynamic than General Assemblies, as you do not represent a country but rather an individual. From a first person perspective, you have the obligation to defend the interests of your designated character given the situation you are presented with.

For NewMUN 2023, however, we will not be having a regular Crisis Committee. We are implementing a variation of the Crisis committee, known as the "Joint-Crisis Cabinet". Essentially, two separate committees (the cabinets) will be debating the same topic from opposing perspectives. Hence, the characters in each respective cabinet have opposing stances on the topic and must debate bearing in mind the goal of destroying the opposition's objectives.

As this is a specialised committee, the motions do not limit themselves to the usual General Assembly ones. In the next section of this Guide, the procedure that is specifically used for such committees will be highlighted. Committee Directors will also provide more information on your specific dynamics in your background guides, so don't hesitate to read those and contact your dais if any other doubts arise!

UNSC

Security Councils share characteristics of the General Assembly and the Crisis Committee. Similarly to the General Assembly, a delegate in a Security Council represents a nation; hence they are obliged to follow the diplomacy required in a UN organ. Plus, they also seek a resolution combating an existing issue. Otherwise, Security Councils can use any forms of speech applicable in Crisis Committees, as they are another kind of specialised agency.

Perhaps the most highlighting remark of the Security Councils is the application of Veto power in the committee's decisions. Veto power refers to the capacity that the permanent members of the United Nations Security Council (those are the USA, the UK, France, Russia and China) possess to enable or detain any significant resolutions of the committee.

Similar to the Joint-Crisis Cabinet Committees, Security Councils tend to have specific dynamics that are set by the chairs, so please refer to your background guide for further detail on these!

Press Corps

Perhaps one of the most influential committees in every MUN conference is the Press Corps. Representatives of different press agencies hold the responsibility of changing the committees' trajectories through updates; carefully crafted pieces of journalism meant to make or break a delegate or a bloc as a whole. Aside from these impactful pieces, they are required to provide insightful pieces about each committee through their mastery over different forms of content, ranging from articles to interviews. For more details on the Press Corps' dynamics, please refer to your background guide or contact your lovely director.

Committee Procedure

Motions

Motions are the principal way in which a delegate addresses the chair and the committee as a whole. All actions that take place through the session will be issued through motions, which are formal proposals that will serve as a guide to the debate and as the ground for the debate. Most motions will be voted on by all the present delegates in order to pass, however, the Dais has the right to pass motions under their discretion. When introducing a motion, a delegate must raise their placard and speak only when called by the chair. Then, they may propose the following types of motions:

Open the Debate

When the conference begins, this is always the first motion to be issued, regardless of which committee you are in. The motion implies that you want the session to begin, and only requires the chair's approval to pass.

Begin/Proceed to Roll Call

Roll Call is the phase of the conference in which the chair will read a list of all the delegations attending the committee, to determine which delegates are present and/or absent. Roll Call also serves to identify which delegates are present or present and voting, something that will influence the voting process for Draft Resolutions. Whether or not your delegation wishes to vote on this decision, you must respond either "Present and voting" or "Present" during the first Roll Call. The difference between both statuses is that the latter ("Present") allows delegates to abstain from voting.

Roll call is done at the beginning of every session, in alphabetical order, to determine the quorum, the simple majority and the two-thirds majority. The simple majority is the minimum number of votes for a normal motion to pass. While two-thirds majority is the minimum amount of votes for a Draft Resolution.

Moreover, Roll Call will be repeated as the committee begins the voting procedure for Draft Resolutions or Directives. In this roll call vote, the] Moderator will call countries in alphabetical order starting with a selected member. After indicating which Draft Resolution is currently being voted on, delegates may vote "Yes," "No," or "Abstain" depending on the answer given during Roll Call in the beginning of the session.

The motion for Roll Call, just like the motion to open debate, does not require voting to be passed, only approval from the Dais.

Speakers' List

When the previous initial motions have been completed, the committee is required to open the Speakers List. The Speakers List is the list that will determine in which order delegates will speak during the opening speeches.

When it comes to opening speeches, this motion does not require voting. Opening speeches are a way to introduce your positions as a delegate to the other members of the committee. These are usually 1 minute long, and must end with a yield if there is time left. Opening speeches must communicate the context of the committee topic, the involvement of your country with this topic, and the proposals that your delegation has to combat the issue at hand.

After being recognized from the Speakers' List, a delegate may yield any or all of their time in one of three ways: to another delegate, to questions, or to the dais. Please note that only one yield is allowed. A delegate must declare any yield at the conclusion of their speech.

> ➢ Yield to another delegate: The speaker's remaining time will be offered to the delegate specified. If the delegate accepts the yield, the Moderator shall recognize the delegate for the remaining time. The delegate may not make any further yields. It is important to highlight that to turn the floor over to a co-delegate of the same member state in the case of a double delegate committee is not considered a yield.

> ➢ Yield to questions: Up to 3 delegates will be able to ask a question of no more than 30 seconds long to the speaker. Under the discretion of the Director, questions deemed disrespectful or irrelevant will not be accepted; no follow-up questions are allowed. The remaining time will be deducted from the speaker's answers.

> ➢ Yield to the dais: Such a yield should be made if the delegate does not wish their speech to be subject to comments. The Moderator will then move to the next speaker.

However, a speakers list can also refer to the list of speakers in a moderated caucus. Yet, this is only a reference point of the order of countries that will speak.

Moreover, if no motions pass at a specific point, since when the floor is open for motions, the chair will usually only take up to 4 motions, the committee returns to the remaining speakers on the speakers' list for as long as the Dais finds appropriate.

Lastly, if a speech from a Speakers' List ends with no yields, the Moderator may recognize delegates, other than the initial speaker, to comment for thirty seconds each on the specific content of the speech just completed.

Moderated Caucus

A Moderated Caucus is one of the two main forms of debate throughout a General Assembly committee. As implied by its title, this caucus or "meeting" is carried out in a formal fashion

by calling out delegates to make speeches upfront about a certain aspect of the topic of the committee.

Once a motion for a Moderated caucus has been raised and the delegates were chosen, they must formulate a speech that fits into the established time limit, which usually varies between 30 seconds, 45 seconds, and 1 minute. Therefore, this speech must be concise and exact, containing relevant information and arguments to what is being discussed. Moderated caucuses are an effective medium to communicate ideas to the committee as a whole and reveal your proposals in more detail.

When proposing a Moderated Caucus, it must be phrased as follows: *"The delegation of (Country) would like to raise a motion for a moderate caucus to discuss of (Total time for all speeches), with (Time of a single speech) per speaker on the topic of (sub topic to the committee's topic)."*

For example: *"The delegation of Peru would like to raise a motion for a Moderated Caucus of 10 minutes, 1 minute per speaker on the topic of The Use of Biological Warfare in the Russia-Ukraine Conflict."*

Unmoderated Caucus

Unmoderated Caucuses are less formal caucuses, as they invite a delegate to roam freely around the committee room and have a face-to-face discussion with other delegates. This form of debate encourages a delegate to build alliances through socialising and networking. Naturally, Unmoderated Caucuses are ideal situations to form your bloc and write Working Papers and Draft Resolutions. Bear in mind that Unmoderated Caucuses still require appropriate language and behaviour, since the Dais will be monitoring delegates. And although the chair will not moderate the motion, they will be evaluating the performance and the diplomacy of delegates during this time.

When proposing an Unmoderated Caucus, it must be phrased as follows: *"The delegation of (Country) would like to raise a motion for an Unmoderated Caucus of (Total time)."*

For example: *"The delegation of Peru would like to raise a motion for an Unmoderated Caucus of 10 minutes."*

Consultation of the Whole

Contrary to a Moderated Caucus, a Consultation of the Whole has no predetermined Speaker's List as a delegate speaks immediately after another delegate finishes speaking. There are three variations to this motion:

> ➢ Moderated by the delegates: The delegate who finishes speaking can choose who will be the next to speak. The delegate must choose another delegate who is raising

their hand, and preferably not a delegate of their own bloc or point of view, as this is called ping-ponging and is strongly frowned upon by chairs.

➢ Moderated by the chair: The chair chooses the next delegate to speak.

➢ Moderated by one delegate: The delegate proposing this motion will have the right to choose who speaks next.

When proposing a Consultation of the Whole, it is optional to specify a topic. Such a motion must be phrased as follows: *"The delegation of (Country) would like to raise a motion for a Consultation of the Whole of (Total time) on (Topic)."*

For example: *"The delegation of Peru would like to raise a motion for a Consultation of the Whole of 10 minutes to discuss the economic consequences of global warming."*

Open Debate

An open debate is an aggressive type of motion which closely resembles an unmoderated caucus, as delegates are not moderated by the dais. Yet, it differs on the extent to which the open debate is meant to spark debate and find new topics for the committee, and not to draft and form blocs.

Therefore, during this motion delegates are not allowed to use their electronic devices and are not allowed to walk around the room, although they are allowed to stand up from their seats.

When proposing an Open Debate, we highly encourage you to ask your Dais how they prefer the Open Debate to play out, since some chairs prefer aggressive debate over diplomacy, while others prefer delegates to remain polite and not interrupt.

Round Robin

This motion is very rare in General Assemblies, as the time taken for this motion is proportional to the number of delegates present in the committee. Once a round robin is proposed and passed, every delegate will be required to speak about the proposed topic. For this exact reason, Round Robins do not have a total time. If a delegate is not present in the room at the time of the round robin, the chair may choose to skip the delegate or to wait until the delegate comes back.

Such a motion must be phrased as follows: *"The delegation of (Country) would like to raise a motion for aRound Robin of (Time per speaker) regarding (Topic)."*

For example: *"The delegation of Peru would like to raise a motion for a Round Robin, 1 minute per speaker, to discuss the economic consequences of global warming."*

Motion to Introduce Working Papers/Draft Resolutions

Once this motion is proposed, the Working Papers or Draft Resolutions will be introduced in the order they were received by the Dias. In case a delegate wishes to introduce the documents in a different order then the one they were sent, they can do so by specifying the order at which the documents must be introduced.

For example: *"The delegation of Peru would like to raise a motion to introduce the Working Papers in the order 1.3, 1.2, and 1.1."*. 1.x refers to the order at which the document was received (therefore 1.1 will be the first document received, 1.2 will be the second, and so on). If a delegate has a question about the order of the documents, they may raise a <u>point of parliamentary inquiry</u>.

Afterwards, the committee will read through these documents for a time specified by the Dais, and discuss them accordingly following the format of Panel and Q&A.

Motion to Close Debate and Proceed to Voting

When all Draft Resolutions have been presented, a delegate can propose this motion in order to vote upon the Draft Resolutions. Upon proposing this motion, delegates won't be able to discuss further. The voting will take place in the order that the Draft Resolutions are introduced.

Motion to Suspend Debate

This motion serves as a pause during the conference whenever a break or closure is taking place and the delegates must exit the committee meeting room until the next session.

Motion to Adjourn Debate

This motion is proposed when the conference has reached a definite end, after the voting has taken place.

Points

Points act as a delegate's commentary, as they mostly communicate personal needs or questions regarding committee procedure. A delegate can raise a point at any time during committee by raising their placards. However, these cannot be proposed when another delegate or the Dais is speaking. Points do not require any voting whatsoever.

Point of Parliamentary Inquiry

Point of Parliamentary Inquiry is used to ask about parliamentary procedure. When the chair has answered your point, it cannot develop into further discussion by you or other delegates, as points serve only as delegate commentary, and not grounds for debate. Delegates with substantive questions should not propose this point, but should rather approach the committee staff during caucus or send a note to the Chair.

Point of Personal Privilege

This point is used when the delegate feels of discomfort in the committee room that may be solved by the chairs and/or staff. This may address things such as volume used by the speakers, the opening or closing of windows, or any distractions you wish to notify. Delegates are advised to use this power with the utmost discretion. If you wish to go to the bathroom during committee, you do not need to formulate a point, instead, only leave the committee room. Yet, as stated in the code of conduct, you should not stand up to go to the bathroom when another delegate or the dais is speaking, as a sign of basic respect.

Point of Order

A Point of Order serves the purpose of pointing out any discrepancies made by the Moderator or other delegates in committee. These points may be introduced at any time, even in the middle of a speech. Nevertheless, due to the accusatory tone of these points (as they serve to point out a mistake), delegates usually prefer to present their concerns as a Point of Parliamentary Inquiry. A Point of Order will be immediately decided by the Moderator in accordance with the rules of procedure. The Moderator may rule out those points that are improper.

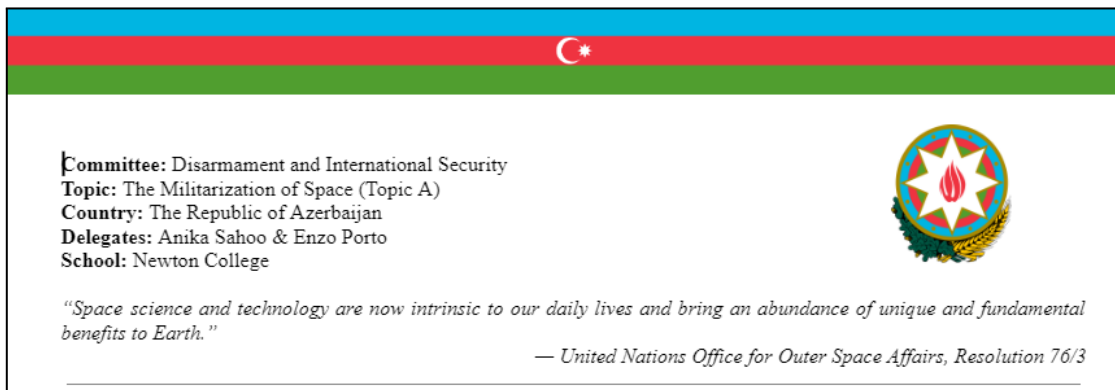**Documents**

Background Guides

Unlike other MUN-related documents, Background Guides will be provided to you as an introduction to your committee before the beginning of the conference. This document's main objective is to help delegates get oriented and be have a basis about the topic they will discuss in the conference. Thus, these will contain research on the topic, as well as the objectives that a committee must comply with during the conference (these objectives are known as QARMAs or Questions A Resolution Must Answer).

It is worth noting that Background Guides are only the first step into a delegate's research, and it is highly encouraged that delegates consult other sources of information before developing their ideas into their position papers, as Background Guides will not have all the necessary information to formulate a complete Position paper and chairs will grade the level of research you have both on your position papers and throughout the conference.

Position Papers

Once enough research has been collected by a delegate to understand one's position, a position paper is formulated to collect and present all of that information. A position paper is the first task that a delegate must encounter, as this document must be handed in the 14th of April, before the beginning of the conference.

At the very beginning of a position paper, delegates must include the country, committee, topic, the full name of the delegate and the educational institution they represent in the respective order. Additionally, quotes, flags, and borders within position papers will be accepted. An example of this can be found below:

A position paper is a document that outlines a nation's position regarding the topic, as well as possible solutions that address questions and concerns. The position paper is divided into 3 main sections which are equal to their paragraphs:

➢ Paragraph 1: Introduction to your country's view on the topic, and should not be confused with an introduction to the topic. The idea here is to explain how your country sees the issue being discussed and what should be done.
➢ Paragraph 2: Past actions, explain past actions done by the United Nations and/or your country, as well as the effects of those actions and what your country thinks about both the actions and the repercussions of those actions.
➢ Paragraph 3: Solutions, offer one or more solutions to the topic, within the scope of what your country can do, while remaining in policy and in accordance with what your country thinks and has done in the past.
➢ Bibliography: A bibliography in MLA 9 citation format is required. Any position paper that does not include a bibliography will be instantly considered plagiarised work and will be ruled out, meaning that the delegate will not be eligible for an award.

However, for Crisis and Press Corps, the structure may differ so please refer to the respective background guide.

Furthermore, we strongly request delegates to follow the specifications below as any documents that fail to do so will not be accepted.

➢ Font: Times New Roman 11 pts.
➢ Line Spacing: 1.15.
➢ Margins: 1 inch (2.54 cm) from all extremities (standard margins)

➢ Pages: 1-page max. (excluding bibliography)
➢ Bibliography format: MLA9
➢ If a citation machine is used, please cite it.

We highly discourage watermarks in the background to avoid readability issues. Your respective Dais will check all position papers for plagiarism using the TurnItIn program, and any detection of noticeable plagiarism will mean the disqualification of the delegate from awards.

Lastly, all position papers are to be delivered by **April 14th at 11:59 pm in PDF format** to avoid compatibility issues. It is required that delegates submit their position papers under the deadline to be eligible for an award. The e-mail address to which the position paper must be sent can be found in the background guides. For ease and to make sure no position papers are lost in spam, please send all of them with the subject "Position Paper - *Your Country/Character/Agency*".

Working Papers

As the conference progresses, Working Papers aid discussion of Draft Resolutions through formalising (in written form) ideas expressed in the committee. When the chair makes a request for Working Papers, they will also indicate a time limit to hand these documents in. Working Papers do not need to be written in Draft Resolution format, yet it is recommended that they address the QARMAs of the committee. Working Papers contain the list of signatories, which are all those delegates that support its content, and may also require a minimum number of signatories to pass according to the discretion of the Dais.

Once a Working Paper has had the approval of the Director, it will be distributed amongst the delegates. Once distributed, delegates may begin to refer to that Working Paper by its designated number (such as "Working Paper 1.1"). To debate on working papers, the block responsible for the creation of the document must agree on which delegates go to present the working paper and which go to Q&A. The time and number of delegates is decided by the chair.

Draft Resolutions

Unlike a Working Paper, a Draft Resolution is a consolidated, detailed collection of proposals related to the committee's topic. Technically, it may only be called a Resolution once it has been officially passed by the committee through voting. Otherwise, it is called a Draft Resolution, and there may be more than one within committee.

Normally, a Draft Resolution follows the specific format established by the UN General Assembly. These include three major components: the heading, the preambulatory clauses and the operative clauses.

Firstly, the heading must include the committee type and the conference topic, as well as the list of sponsors and signatories of that Draft Resolution. Sponsors are those delegates which directly contribute to the Draft Resolution's content and approach. Most commonly, these are also the primary authors of the Draft Resolution. On the other hand, signatories are those delegates that desire for the Draft Resolution to be discussed in committee. Signing a Draft Resolution does not necessarily mean full agreement with it.

The signatory has no further obligations, meaning that a delegate may be a signatory on more than one Resolution. Normally, the chair will establish a requisite number of signatories and sponsors per Draft Resolution. An example can be found below:

Moreover, a Draft Resolution also contains preambulatory clauses, which are statements that inform about the context of the committee with background information and the approach that a particular Draft Resolution is taking to solve the issue. A preambulatory clause must begin in italicised preambulatory phrase, such as:

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

Reference:

https://bestdelegate.com/model-un-made-easy-how-to-write-a-resolution/

Below is an example of a preambulatory clause:

The United Nations General Assembly,

Guided by the Universal Declaration of Human Rights of 1948, dictates peaceful actions through the international community having respect for every human being in an equal manner,

In addition, Draft Resolutions contain operative clauses, which are statements that command actions to combat the conference's issue. These must be as specific and detailed as possible. These must begin with an underlined operative phrase, such as:

Sample Operative Phrases

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

Reference:

https://bestdelegate.com/model-un-made-easy-how-to-write-a-resolution/

In contrast to the preambulatory clauses, operative clauses are numbered. Below is an example of an operative clause:

> 2. Encourages the implementation of the **"Bindings for Peace Initiative"** which will consist of four main pillars:
>   a. Binding, all PMCs whether offensive or defensive will now be constricted to the full force and punishment of the Geneva conventions and its additional protocols, also these PMCs will go under the criteria of consideration of crime, rather than the punishment, which will be surveilled by the International constitution to avoid any war crime,

All Draft Resolutions must end in one of the following operative clauses

1. Decides to remain seized on the matter.
2. Decides to remain active on the matter

All preambulatory and operative clauses must be continuous, with no full stop until the very last clause. Within a Draft Resolution, the clauses must answer the conference's QARMAs (Questions a Resolution Must Answer).

Once a Draft Resolution is finished, it must be handed in to be approved by the chair. Once all technicalities have been checked, the approved Draft Resolutions are distributed to the delegates, who may move to introduce the Draft Resolutions.

A motion is then raised to determine which Draft Resolutions should be introduced. At this time, the delegate raising the motion will specify the order at which the Draft Resolutions will be introduced. By default, the Draft Resolutions will be introduced in the order in which they were presented. No delegate may refer to a Draft Resolution until it is formally introduced.

After debate is closed, a motion to vote on Draft Resolutions will be in order. The order in which the Draft Resolutions will be the order in which the Draft Resolutions were introduced. There will be no debate on this motion, and it will require a simple majority to pass. Only one such motion can pass in each round of voting procedures.

Once a motion to vote upon the Draft Resolution passes, the voting procedure will begin, which may take form in one of two ways: placard voting or roll call voting. A Draft Resolution becomes a Resolution if it is voted upon by two-thirds of the committee. However, if a Resolution does not arise, the chair may choose to repeat the voting procedure. More than one Draft Resolution may become a Resolution.

Amendments

Amendments refer to changes to be made to the text of a Draft Resolution. Amendments are written by the delegates and are introduced as a motion to introduce amendment 1.x (following the same format to introduce Draft Resolutions/Working Papers). Amendments are introduced after a Draft Resolution is accepted by a chair, but before it is voted upon, since once a Draft Resolution is voted upon it is final.

Amendments can add, strike or modify a clause. Adding a clause is done when a member of the same bloc or of a separate bloc believes there are essential topics that have not been addressed in a Draft Resolution. Below, you can find an example of an amendment adding a new clause:

> **Amendment 1.1**
>
> Requests to add a new clause, which shall be clause number 8, containing the following text:
>
> 8. Calls for the inclusion within regional strategies of programs to address the stigma of sexual and gender-based violence and bring justice to the victims

Amendments can also strike a clause, which is when a member of the same bloc or of a separate bloc disagrees with what is being stated in a clause. Below, you can find an example of an amendment striking an entire clause:

> **Amendment 1.2**
>
> Requests to strike clause number 8 which reads:
>
> 8. Calls for the inclusion within regional strategies of programs to address the stigma of sexual and gender-based violence and bring justice to the victims

Yet, amendments can also strike pieces of text from a clase, such as:

> **Amendment 1.3**
>
> Requests to strike "to address the stigma of sexual and gender-based violence" in clause number 8 which reads:
>
> > 8. <u>Calls</u> for the inclusion within regional strategies of programs to address the stigma of sexual and gender-based violence and bring justice to the victims

And lastly, amendments can modify the text in a clause. When doing so, it is highly recommended for delegates to highlight the text that is being modified to facilitate the chair presenting the amendment to the committee. Below is an example of the modification of a clause:

> **Amendment 1.3**
>
> Requests to modify clause number 8 of Draft Resolution 1.1 which reads:
>
> > 8. <u>Calls</u> for the inclusion within regional strategies of programs to address the stigma of sexual and gender-based violence and bring justice to the victims
>
> To:
>
> > 8. <u>Calls</u> for the inclusion within regional strategies of programs in the ==African Union== to address the stigma of sexual and gender-based violence and bring justice to the victims ==by working alongside the United Nations Development Program.==

Awards

Committee Awards

There are four types of awards given in a committee depending on the performance of a delegate before and during the conference:

- ➢ Best delegate: It is awarded to the delegate whose preparation and performance exceeds the Dais's expectations and outshines from the rest of the committee. The best delegate also receives a gavel for their participation.
- ➢ Outstanding delegate: It is awarded to the delegate whose performance may not surpass that of the best delegate, but still shows great skills in debate.
- ➢ Honourable delegate: It is awarded to the delegate whose performance may not exceed that of the best delegate or the outstanding delegate, but still exhibits great knowledge and leadership qualities. Depending on the committee's size and the observations of the Dais, multiple honourable delegate awards can be awarded.

➢ Verbal mention: A verbal mention is given to the delegate who deserves praise from the Dais for their satisfactory performance. Despite having less of a prestige than the other three awards, it still shows that the delegate has the potential to outperform others in the committee.
➢ Best Position Paper: It is awarded to the delegate who has demonstrated the most dominance over the topic and their respective country/character/agency's role regarding the matter at hand by the means of their position paper. This award is exclusive to one delegate (or delegation, in the case of a double delegation) per committee.

Depending on the committee's size and the observations of the Dais, multiple outstanding and honourable delegate awards can be granted as well as multiple verbal mentions. The best delegate award, however, is reserved for only one delegate based on the aforementioned criteria.

Delegation Awards

Depending on the amount of awards each delegation receives, we also provide two other awards to institutions with excelling delegates:

➢ Small delegation: The small delegation award is granted to a delegation consisting of 10 or less delegates with the most awards overall.
➢ Large delegation: The large delegation award is granted to a delegation of more than 10 delegates with the most awards overall.

Final Remarks

We, the Secretariat, want to reassure all participants that we are dedicated to give all of those involved in Newton MUN 2023 a pleasant experience so, if you have any doubts regarding the guidelines stipulated in this Delegate Guide or any concern about the conference, please do not hesitate to contact us:

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We want to congratulate you for taking this significant step of your MUN journey. We hope this conference will result just as enjoyable for you, delegates and faculty advisors, as it was for us, the organisers. We are convinced that all participants will perform with their greatest efforts, always keeping in mind our slogan for the conference: **challenge your limits**. We wish you all the best in this experience and are looking forward to meeting you in April.