

DELEGATE HANDBOOK



**YESHIVA UNIVERSITY NATIONAL MODEL
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YESHIVA UNIVERSITY

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INTRODUCTION

With the advent of the United Nations in 1945, the world saw the birth of a pillar that would affect international politics forever. Over the past 60-plus years, this organization has blossomed into one with nearly four times the amount of its starting members and a plethora of new committees. The United Nations has become one of the most important bodies in the post-modern world.

Coinciding with the birth of this organization, the phenomenon of Model United Nations, and even a Model League of Nations, has given rise. This conference is not only equipped with a high level of participation on all school levels, but a variety of eclectic delegations from across the nation and more recently across several continents. This demonstrates the extensive impact the United Nations has had on encouraging students to explore and immerse themselves in the intricate workings of this organization.

As does the real UN, the Model United Nations allows delegates to explore issues plaguing the globe with an open mind. The democratic procedures governing individual participation only aid in creating an environment where free thought is encouraged. While this thought is best for a true learning experience, it also often leads to extreme disagreement. This duality may lead to the successful nature of the organization, as well as to the ineffectual nature. Hopefully, those attending the Model UN conference will attempt to harness its productive elements, thus working not only to imitate this body but to improve upon it as well.



THE ROLE OF THE DELEGATE

Each delegate in the Yeshiva University National Model United Nations (YUNMUN) faces a challenging task. The delegates must study carefully and be prepared to state, briefly and clearly, the position actually held by the countries they represent on one or more major issues. They should understand the views held by other countries on these issues, and be ready to defend, and sometimes modify, their positions in public debate. In committee sessions, delegates will be expected to present their positions, engage in negotiations with other delegates, and develop resolutions for the issues debated their committee.

As a voluntary participant in a group enterprise, each delegate should feel a deep sense of responsibility for the success of the Yeshiva University National Model United Nations. No matter how skillfully the secretariat has set the stage and drawn up the agenda, only the delegates can ensure that constructive and informed discussion of the issues will take place, and that the committee session will result in a deeper understanding of these issues and the process and machinery of the United Nations.



BEFORE THE CONFERENCE

A Guide to Delegate Preparation

I. Research

Once the delegation is assigned its country/countries, it should organize a systematic plan of individual and group study. Following is an outline of the basic research areas that a delegate should cover in the period of advanced study:

1. General understanding of the UN structure and system.
2. General understanding of the foreign policy goals of the various geopolitical blocks in the international community.
3. General knowledge of your country's history, economy, internal politics, governmental structure, ideology, stability, social development and membership in regional or international organizations.
4. Specific and detailed knowledge of the agenda topics.
5. Specific and detailed knowledge of your country's foreign policy, especially as applied to the agenda topics.
6. Specific and detailed knowledge of the YUNMUN rules and procedure.

The primary objective of this preparation should be to familiarize yourself with the major positions your country has taken, and why it has done so. This will give you the flexibility needed to react within the dynamic conference situation. To achieve the most complete results quickly, certain aspects of the preparation should be assigned to each member of the delegation, with joint meetings to discuss research and preparation.

II. Position Papers

Prior to the conference, delegates must prepare position papers and submit them for publication on the YUNMUN website. A position paper is a delegate's statement of their country's position on the topics issued to their committee. Delegates should submit one position paper for each topic assigned. Each position paper should be one typed page and double-spaced.

Succinctness in position papers is a virtue. The position paper is not the place to prove writing skill, or demonstrate breadth of knowledge on the topics; rather it should be used to clarify the issues, state a position, and suggest solutions from a delegate's national perspective for the benefit of fellow delegates and the conference staff.

Each position paper should address three elements: the country's national interests, the country's national policies, and the delegate's opinion on potential resolution components.

National interests are what a country would like to see happen in the world. Since an international issue may be more acutely affecting a specific country, that country will be more invested in its solution (for example, terrorism is an international problem, but may be affecting some countries more than others). National interests are a priority and as such are not subject to compromise.

National policies are the country's attempts to secure its personal interests. These policies are open to negotiation.

The opinions reflected in resolutions must be consistent with the country's national interests and policies. Position papers must be submitted prior to the conference in order to be considered for an award.

The Conference: Delegate Walk-Through

I. Roll Call

Each committee will meet for five sessions for a total of some 15 hours. Committee time will be divided between formal debate and caucus. The first thing that will happen during any committee session will be a roll call. The chairman of the committee must establish the presence of a quorum to declare the committee open and permit debate to proceed.

II. Setting an Agenda

After a quorum is established, a delegate in the committee should make a motion to set an agenda, determining which topic will be debated first by the committee. The only motion in order at this time will be in the form of "I move that Topic Area X be placed first on the agenda." The motion must be seconded.

A speaker's list shall then be established and delegates shall commence debate for and against the motion. This debate could and should go on for quite awhile, considering the first topic you choose will be the one most of your energy will be spent on. A motion to close debate is only in order after the committee has heard two speakers for the motion to have Topic Area X placed first on the agenda, and two speakers against. After the motion to close debate, the chair will then recognize two speakers against the motion to close debate.

A vote of two-thirds is required to close debate. If the vote does not pass, the speaker's list is reopened and the debate continues. When debate is closed, the committee will move to an immediate vote on the placement of Topic Area X first, requiring a simple majority for passage.

III. Formal Debate

After a topic has been chosen, a delegate may make a motion to open a new speaker's list (see rules). The passing of such a motion results in the official opening of formal debate. During the formal debate, delegates have the opportunity to share their views with the committee, and parliamentary rules of procedure are in effect.

During the formal debate, delegates will have time to make speeches. During a speech, only Points of Personal Privilege (see rules), Points of Order (see rules) or Points of Parliamentary Inquiry (see rules) may interrupt a speaker.

A delegate must be recognized by the chair in order to rise to the floor to begin his/her speech. Prior to speaking, a delegate has three options: to yield any remaining time to another delegate, yield any remaining time to questions, or yield the remaining time to the chair (see rules). The committee, as a group, can also control the diversity of speakers by exercising their right to motion for the allotment of up to two comments that would follow each speech. From this point forward, the delegate's primary role will be in delivering speeches that will aim to pinpoint the problem and outline solution approaches to that issue. As debate continues, delegates should refine their speeches in preparation for developing resolutions.

A motion to caucus/recess (see rules) is in order at any time when the floor is open, prior to closure of debate. The chair may, however, rule this motion out of order and the decision is not subject to appeal. During this time, delegates can meet informally with each other, and with the committee staff, to discuss working papers, resolutions, amendments, or any other relevant issues.

While formal debate is a time for communication, caucus is a time for negotiation. Parliamentary Rules of Procedure are not in effect and delegates may talk freely. A motion to caucus, since it is a non-debatable procedural motion, takes precedence over all motions except for Parliamentary Points. Each caucus will be limited to 20 minutes and it is recommended that delegates seat themselves in geographic blocs in order to facilitate productive caucuses.

IV. The Working Paper

During initial phases of developing a resolution, the working paper is used. Delegates should not begin writing a resolution without writing a working paper first. A working paper is a rough draft for a resolution that contains what you and the other members of your coalition would like to see in the final resolution. Like a resolution, a working paper must be signed by the chair of the committee, copied and distributed to the rest of the committee.

The goal of a working paper is to allow the authors to focus their ideas for a resolution. It serves as a listing of positions that can be examined for compromise or change, as well as a foundation for a final resolution.

There is no formal requirement for a working paper and no minimum number of signatures required. However, no working paper may be copied without a signature from the chair, and may not be introduced in committee prior to distribution to the entire committee.

V. The Resolution

The desired product of negotiation is a resolution. At YUNMUN, we allow only one resolution to be passed per topic. Our hope is that the demands we place on the end product will result in a more rigorous and focused process. A resolution must be realistic, thorough, and attempt to meet the standards of the majority of members.

Drafting a resolution that would pass committee vote requires focus and diligence. We recommend the following in order to develop resolutions.

Assess the Committee's Reaction to All Working Papers:

Gauge the committee's opinions on all proposed resolutions. Find out which clauses were the most popular and which were least favorable.

Outline:

Take the time to outline your work. Make sure your ideas are consistent and logically organized. A well-organized resolution is easier to present to a committee.

Make sure you limit the amount of actual authors of the resolution. In doing so, you will be in control of the content and will not be subject to further compromise. If compromises need to be made, encourage them to be addressed through speeches and amendments.

Announce a Resolution Draft:

To secure wider support for your resolution draft, put your country's name on the speaker's list and during your speaking time announce that you would like to draft a resolution, and during the next caucus you will read through the resolution. Anyone willing to join in and share their views should meet with you at that time.

Review the Resolution Draft:

In the next caucus, you and your coalition should gather your allied delegates and all interested neutral parties to review the resolution draft clause by clause. Have one person read the resolution draft aloud and explain the reasoning behind it and ask if there are any comments or suggestions. You may change actual clauses of the resolution or make amendments

To make an amendment, submit the point that your coalition feels will either broaden or narrow your support base as a formal amendment during the amendment process. This option gives your group time to weigh the pros and cons of the suggestion, and it prevents you from making an alteration that could turn out to be unpopular.

Submit the Resolution Draft to Administrative Assistant:

The administrative assistant is there to help you formulate the most cohesive resolution possible. S/he is an unbiased member of the committee staff, there to assist the delegates in the proper procedures of resolution writing. Administrative assistant review is not merely a suggestion for help, but is a mandatory facet of the resolution process.

In order for a resolution to be introduced to a committee, signatures from one fifth of the countries present and voting must be obtained. Remind delegates that their signature does not bind them in any way for future support; a signature only implies a desire to see the resolution make it to the committee floor.

Chair Signature:

After obtaining the required signatures, present the resolution to the chair for his/her signature. Make any of the changes they might point out to you, and then submit the resolution to the administrative assistant to be typed, copied and distributed.

Passing the Resolution:

Only after the resolution has been distributed to the entire committee, may you formally introduce it. A motion to introduce (see rules) results in a temporary suspension of the speaker's list for the topic, and one delegate is allowed to make a speech (considered procedural in nature, therefore yields and comments are out of order) to briefly summarize the contents of the resolution. Debate then takes place by reopening the speaker's list, with delegates free to discuss this resolution or anything else relevant to the topic. No separate speaker's list is established to discuss a resolution. The reason this is done is to allow several resolutions to be introduced at one time.

Once a resolution is on the floor, it can be debated, amended, closed or voted upon. Once a resolution is introduced, it belongs to the committee as a whole, not just the authors, and the committee may do with it as it pleases.

Motions That Apply to a Resolution:

There are four procedural motions that could come up on the floor.

1. Competence (see rules). This motion is in order immediately after a resolution has been introduced. By making such a motion, a delegate is questioning the competence of the committee to discuss such a resolution.
2. Postponement of Debate (see rules). This is what is known as "tabling"; this motion "un-introduces" a resolution, preventing any further debate or action on that resolution. This motion requires a two-thirds majority to pass. Debate on a resolution that has been postponed can be resumed (see rules); that motion requires only a simple majority to pass.
3. Closure of Debate (see rules). A motion to close debate requires two speakers against closure of debate and requires a two-thirds majority to pass. Since closure of debate is a procedural motion, yields and comments do not apply to the two speeches against closure.
4. Division of the Question (see rules). This is the most complicated and the most widely misunderstood rule. A delegate who motions for Division of the Question is indicating their desire for the committee to only vote upon the passage of certain clauses of the proposed resolution.

The motion is in the form of, "I move that we vote only on clauses A, B and C, separate from clauses D and E." If there is an objection, the chair will recognize two speakers for and two speakers against that motion to divide the resolution as stated. The committee will vote on whether to pass such a motion for division, requiring a simple majority for passage.

This motion is dangerous because there may be members of your coalition who agree with your resolution as a whole, but disagree with parts of it, and therefore, may be supportive of the division. Division also supplies the opposition with an opportunity to splinter your support base by breaking down your resolution piece by piece through vote.

Amendment Process:

Amendments require the signature of one-fifth of the delegates, the signature of the chair and a majority vote to pass.

An approved amendment may be introduced when the floor is open. The speaker's list will be suspended and a separate pro and con speaker's list is set up to debate that amendment. This speaker's list remains open until a delegate moves for Closure of Debate. Postponement of Debate as well as Competence both apply to amendments as they do to resolutions.

Amendments should be consistent with the line of reasoning of your resolution and should not alter your intentions. You do not want to have too many amendments though, as they will slow down the pace of the committee, as well as splinter your support base.

Voting on the Resolution:

Once debate has been closed, the committee immediately moves to a vote. Two motions are in order at this time: Division of the Question (Discussed above) and Roll Call Vote (see rules). In a Roll Call Vote, the chair will call the roll in alphabetical order starting with a randomly selected country.

There are two rounds to a roll call vote. In the first round, delegates may vote Yes, No, Abstain, or Pass. In the second round those that passed must then vote Yes, No, or Abstain. Delegates may request the right to explain their vote during either the first or the second round. The chair will then ask if there are any changes of votes; no delegate may request a right of explanation if they did not request an explanation in the previous sequences. During a roll call vote only procedural motions are in order.

RULES OF PROCEDURE OF YUNMUN*

1. Opening Date

The Yeshiva University National Model United Nations (YUNMUN) Conference shall meet every year in regular session commencing at a time and place stipulated by the secretary general.

2. Notification of Session

The secretary general shall notify the members of YUNMUN Conference in writing of the opening of a regular session.

3. Provisional Agenda

The provisional agenda for a regular session shall be drawn by the secretary general and communicated to the members of YUNMUN prior to the opening session.

4. Duties of the Secretary General

The secretary general shall provide and direct the staff required by all YUNMUN committees. He/She shall have ultimate authority over all such committees and may at any time designate a member of the secretariat to act in authority. This position is to be filled, if possible, alternating each year, by a student from Stern College for Women and Yeshiva College.

5. Statements by the Secretariat

The secretary general, or a member of the secretariat designated by him/her, may at any time make oral/written statements to any committee or subcommittee at any meeting.

6. Submission of Credentials

The names of the members of a delegation shall be submitted to the secretary general at least 30 days before opening of session.

7. Number of Accredited Delegates

The number of delegates allowed on any delegation to the YUNMUN shall be limited to one per committee or council on which the delegation is a member; each delegation is accorded one vote.

8. Functions and Powers of the Chair

In addition to exercising the powers conferred upon him/her elsewhere in the rules, the chair of a committee shall declare the opening and closing of each committee meeting, ensure observance of these rules, accord the right to speak, put questions to a vote, and announce decisions. The chair shall have complete control of the committee proceedings and is responsible for the maintenance of order there at. The chair shall also have at his/her disposal a wide range of discretionary powers. The chair has the power to entertain a motion, or to suggest that a particular motion would be appropriate at any given time, or not to entertain a motion, or to suggest that it is inappropriate.

9. Official and Working Language

English shall be the official and working language of all YUNMUN committees.

10. Interpretation

Any representative may make a speech in a language other than the official language. In this case, the representative shall provide an interpretation of the speech into the working language. Interpretation will count against the speaker's time if the committee has placed a time limit on speeches.

11. Quorum

The chair may declare a meeting open and permit the debate to proceed when 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 substantive votes taken. A quorum shall be based upon expected attendance as communicated from the secretariat to the chair prior to the opening of the session.¹

1 Security Council Exception:

Majority: All votes, both substantive and procedural, require a majority for passage. A majority shall be taken to mean nine affirmative votes. All substantive votes fail on a negative vote by one or more permanent members (China, France, Great Britain, Russia and the United States).

12. Majority

Unless otherwise provided for in these rules, committee votes shall require a majority of the member present and voting in order to carry. A majority shall be taken to mean the assent of one half of the members present and voting plus one.

13. Notification under Article XII of the UN Charter

Article XII of the UN Charter states that the General Assembly and the Security Council may not consider the same topic at the same time. The secretary general, with the consent of the Security Council, shall notify the committees at each session of any matters relative to the maintenance of international peace and security which are being dealt with by the Security Council, and shall similarly notify those committees as soon as the Security Council ceases to deal with such matters.

14. Adoption of Agenda in Committee

The first order of business shall be the consideration of the agenda. Only the topics which are on the provisional agenda can be considered. The chair shall entertain a motion to open a speaker's list for the purpose of discussing the topics on the provisional agenda. At any time during the debate, a motion to place one of the topics on the agenda shall be in order. In the event of such a motion, the chair shall entertain two (2) speakers for and two (2) speakers against the motion. If the motion carries, then the chair shall open a new speaker's list for the discussion of the chosen topic, and if it fails, then the committee will continue discussion on all of the topics on the provisional agenda. Once debate on a topic has been closed and all the proposals concerning said topic voted upon, the chair will then return the committee to further consideration of the agenda.

15. Speaker's List

After a topic has been chosen, one continuously open speaker's list shall be followed for all debate on the topic area, except when superseded by procedural motions for which new speaker's lists are created. Speakers may speak generally on the topic area being considered, any resolution or working paper on the floor, or on any proposed amendment to any resolution on the floor. After the initial speaker's list is created, a member may add his/her name to the speaker's list by submitting a written request to the chair.

A member may at any time move that the chair close or re-open a speaker's list. Debate on the closure or reopening of the speaker's list shall be limited to two (2) members in favor and two (2) against the motion after which the motion shall be put to an immediate vote.

16. Time Limit on Speeches

A committee may limit the time allowed for each speaker and/or the number of times each member may speak on a substantive question. Before a vote is taken, two (2) members may speak in favor of and two (2) against a proposal to set such limits. During debate on procedural motions, the chair may limit the time allowed for each speaker to a length that he/she may deem appropriate. When the debate is limited and a speaker exceeds the allotted time, the chair shall call the delegate to order.

17. Speeches

No member may address a committee without having previously obtained the permission of the chair. The chair shall call upon speakers in the order in which they appear on the speaker's list. The chair may call a speaker to order if his/her remarks are not relevant to the subject matter under discussion.

18. Yields

A member who has been accorded the right to speak may yield his/her time in the following manners:

- a) To the chair of the committee.
- b) To Point(s) of Information [i.e.–questions] from other delegates pertaining to the substance of the speech.
- c) To another delegate. The delegate yielded to may not yield to any other speaker, nor may he accept Point(s) of Information. (For further clarification of this rule please see section on Committee Process).²

19. Comments on Speeches

A committee may vote to permit comments on speeches after a speaker's time has elapsed and all yields have been completed. Two (2) delegates may speak in favor and two (2) may speak against the motion. The motion must specify the amount of time and the number of comments that will be allowed after each substantive speech.

² Yields: The desire to yield, in any manner, may be stated any time during a speech.

20. Point of Order

A Point of Order is used when a delegate finds a procedural error made by the chair or another delegate. A delegate may rise to a Point of Order during the discussion of any matter, and the Point of Order shall be addressed as soon as the chair has made a ruling in accordance with these rules of procedure. A member rising to a Point of Order may not speak on the substance of the topic under debate.

21. Point of Parliamentary Inquiry

A Point of Parliamentary Inquiry may be raised by a delegate who is unsure of a particular element of the committee's proceedings. A delegate may not rise to a Point of Parliamentary Inquiry while another speaker is addressing the committee, and may only raise the point regarding matters of parliamentary procedure.

22. Point of Information

If a speaker has yielded remaining speech time to Points of Information, then any delegate may raise his/her country placard in order to ask a question of the speaker. The chair will recognize such Point(s) of Information until the speaker's time has elapsed or if no time limit has been set, then until a time which is to be determined at the chair's discretion.

23. Point of Personal Privilege

A delegate may rise to a Point of Personal Privilege during the discussion of any matter when he/she experiences personal discomfort which impairs his/her ability to participate in the proceedings.

24. Right of Reply

If a delegate's personal integrity is impugned or the good name of his/her country is insulted, then s/he may request from the chair the right to reply to the offender after the offender's speech time has elapsed. If granted, the member receiving the right may speak immediately. The chair shall limit the time allocated for a Right of Reply to no more than one (1) minute.

25. Proposals

All working papers, resolutions, and amendments that a YUNMUN committee produces shall be known as proposals. In order for a resolution or an amendment to be introduced to a committee, signatures from one-fifth of the members present and voting must be obtained and the chair's approval and signature must be obtained as well. A delegate or group of delegates, called proposers, must express their willingness to oversee the proposal on the floor.

26. Competence:

A motion to question the Competence of a committee to discuss a resolution, a working paper, or amendments, is in order if it is felt that the content of the proposal is outside of the scope of the committee's United Nations commission. The motion is debatable with one (1) speaker for and one (1) speaker against. If the motion carries then the committee will immediately cease all further consideration of the proposal. The provisional agenda has been approved by the secretariat to ensure committee's competence to debate those topics, and hence a motion to question the competence of a committee to address a topic from the provisional agenda is not in order.

27. Amendments

A proposal is considered an amendment if it merely adds to, deletes from, or revises an operative clause. Amendments shall be known as non-friendly or hostile amendments. Such an amendment is one that is introduced by member states of the committee who were not original sponsors of the resolution. It shall require the signatures of one-fifth of the countries present and voting. If an amendment is moved to the floor as a hostile amendment, then it will be voted upon at the closure of debate.

28. Motion to Reconsider

When a proposal has been adopted or rejected, it may be reconsidered by the committee during the same session unless the committee, by a two-thirds majority of the members present and voting, so decides. Permission to speak on a Motion to Reconsider shall be accorded to one (1) speaker for and one (1) speaker against, after which it shall be put to an immediate vote. Only resolutions and amendments may be reconsidered.

29. Division of the Question

Immediately before a resolution is put to vote, a member may Motion to Divide the Question. Permission to speak on the motion shall be accorded to two (2) speakers in favor and two (2) speakers opposed to the motion. This motion indicates that the member wishes to consider two or more parts of the resolution separately. Once the Motion for Division has been made, a procedural vote on whether to divide the question shall be taken.

If the Motion to Divide passes, then a second substantive vote shall be taken on each portion of the resolution in the manner specified by the member that motioned the division. Any portions of the resolution that remain after the second round of votes shall constitute the entirety of the resolution that shall then be voted upon. If there is more than one motion to Divide the Question, then the most radical motion shall be considered first. (For further clarification of this rule, refer to the Resolution section of the handbook).

30. Voting Rights

Each member nation of each YUNMUN committee shall have one vote. Countries with observer status may vote only on procedural matters, not on substantive matters. They also have no vote in the plenary sessions.

31. Meaning of the Phrase “Members Present and Voting”

The phrase “Members Present and Voting” means member nations casting an affirmative or negative vote. Member nations that abstain from voting are considered as not voting and shall not be counted in determining the effective number of voting members. Nations with observer status shall not be counted as well.

32. Conduct During Voting

After the chair has announced the beginning of voting, no member shall interrupt the voting except on a Point of Order in connection with the actual conduct of the voting.

The doors of the chamber must be closed during voting procedure and all non-committee members, with the sole exception of faculty advisors, must exit the room prior to the beginning of the vote. No one may enter or exit the chamber until the voting procedure has been completed.

33. Roll Call Votes

A member may request a Roll Call Vote for a given resolution. The chair may grant or deny this request upon discretion. If granted, each member of the committee shall answer: Yes, No, Abstain, or Pass. Members who pass shall be called at the end of the roster in alphabetical order. A member may pass only once on any given vote.

34. Right of Explanation

If a Roll Call Vote has been motioned for, members may ask for a Right of Explanation after they have stated their vote. Time is given to each member who indicated a desire to state their explanations, in alphabetical order, once voting has been completed. The chair may limit the time for the Right of Explanation.

35. Important Questions

In order for a resolution to be labeled an Important Question, it must fall within one of the following categories:

- (a) Recommendations with respect to the maintenance of international peace and security
- (b) Admission of a new member to the United Nations
- (c) Suspension of the rights and privileges of UN membership
- (d) Expulsion of members
- (e) Budgetary questions

36. Tabling (Adjournment of Debate)

During the discussion of any matter, a member may motion to Adjourn the Debate on a substantive item under discussion. The chair may rule such a motion out of order. If the motion is in order, then two (2) members may speak in favor of and two (2) may speak against the motion after which time it shall be put to an immediate vote. If the motion passes, debate on the topic is said to be tabled and the topic is placed aside without further action or notes of any kind until the chair entertains a motion to reintroduce the adjourned topic, which requires simple majority. If a topic is reintroduced, then the original speaker's list shall be used. However, if such a motion is never made, then the topic will remain tabled without further discussion or action by the committee.

37. Closure of Debate

A member may at any time move to Close Debate on a topic under debate regardless of whether or not there are still speakers remaining on the speaker's list. The chair shall grant the permission to speak on the Closure of Debate to only two (2) speakers opposing the closure after which the motion shall be put to an immediate vote.

The motion shall require two-thirds of the members present and voting to pass. If the motion carries, then debate on the topic will be closed, the speaker's list shall be discarded, and all resolutions and amendments that have been introduced onto the floor relating to said topic shall be brought to an immediate vote.

38. Suspension of the Formal Debate (Caucus)

During the debate of any topic, a delegate may motion to Suspend the Meeting for a Caucus. The motion shall not be debated, but instead shall be put to an immediate vote. The sponsor of the motion must specify the time limit for which the debate would be suspended, and briefly explain the purpose of the proposed suspension. The time limit is subject to the chair's approval and shall not exceed twenty (20) minutes. The chair may rule the Motion to Suspend the Meeting out of order.³

39. Recess of the Committee Session

A delegate may motion to Recess the Meeting in order to suspend all committee functions until the next scheduled meeting. The motion is not debatable and the chair may rule this motion out of order. This ruling is not subject to an appeal.

³ Security Council Exception:

Suspension of the Meeting (Caucus):

Due to the structure of the Security Council, two types of caucuses exist.

a) Informal Caucus: Suspends all Rules of Procedure and allows the council to debate informally, with the chair acting as moderator.

b) Formal Caucus: Same as Caucus for other committees.

All other rules apply

40. Order of Procedural Motions:

Procedural Motions shall be considered in the following order of precedence while committee is in formal session:

- 1) Motion to Recess the Committee Session
- 2) Motion to Caucus
- 3) Motion to Adjourn the Debate
- 4) Motion to Close Debate
- 5) Motion to Close the Speaker's List

A member may request that the chair label an item an Important Question, and if the chair determines that the resolution does fall within one of the five above-listed categories, then the motion will be allowed. In order to pass this motion a two-thirds majority of the members present and voting is required for passage.

41. Appeal of the Chair

A member may appeal against the ruling of the chair on discretionary matters. The chair shall speak in defense of his/her ruling, and the appealing member may speak in favor of the appeal. The motion shall be put to a vote, and the chair's ruling shall stand unless overruled by a two-thirds majority of the members present and voting.

42. Dress Code

All delegates attending the YUNMUN conference must dress in business attire. Men should wear jackets and ties; women should wear skirts or dresses that meet the knee, and blouses that cover the arms. No sneakers or jeans are permitted. The dress code applies not only to committee sessions but also to the entire conference. The secretary general reserves the right to bar a delegate's admission to the committee on grounds of inappropriate attire.

43. Cell Phones and Laptops

No laptops are allowed in the session rooms. If a delegate is caught using a laptop during a session, it will be confiscated and returned at the end of the day. Cell phone use must be discreet and not disruptive.

*Please note that all procedures are at the discretion of the Chairs and should be viewed as suggested protocol.

ICC RULES OF PROCEDURE

The procedure of the International Criminal Court (ICC) at YUNMUN will follow the procedure outlined in Chapter 3 of the Statute of the ICC with some minor modifications. We will be using the ICC Rules of the Court, as most recently amended in 1978.

The ICC is different from the other committees at this conference. Formal parliamentary procedure, such as is utilized by the General Assembly, will not be used. Rather, we will use informal debate and discussions among ourselves. Recess of the committee in caucus-like states will be allowed when writing notes and composing decisions on the cases. The directors and I will act as moderators of your discussion for the purpose of decorum, in a manner that is similar to the president and vice president of the real ICC. Additionally, YUNMUN staff members will serve as justices. In a broad sense, the procedure used for settling the disputes brought before us is similar to the procedure used in lawsuits.

Guided by the Statute of the ICC, we will begin with written proceedings (including memorials, counter-memorials, documents and evidence brought forward by the states involved in the case), which are provided for you in the accompanying background paper. As agents in the ICC, it is your responsibility to examine the material carefully prior to the conference, so that we may expedite our preliminary discussion and analysis of the case and move into the oral proceedings.



The oral proceedings shall consist of testimony by witnesses, experts, agents, counsel and advocates. At that time you will be permitted to ask relevant questions of those giving testimony.

After each oral proceeding has concluded, a short recess may be appropriate for the judges to discuss newly acquired knowledge of the case among themselves before entering into the next stage of proceedings. Agents and witnesses may be called during the course of the oral proceedings; however, once they have concluded, no one else may be summoned to testify.

After all oral proceedings have concluded deliberations shall ensue. At this time the judges will discuss the issues that seem relevant to the case. They will also attempt to answer or clear up any previously raised questions, by using the additional information attained during the oral proceedings.

After conclusion of the deliberations, each judge will write a note describing his opinion of the solution the court has been discussing, which will be read aloud in front of the entire court. At this time, the judges will discuss their opinions with each other and try to resolve any disagreements.



Once all notes and comments have been discussed, the court will break up into caucuses and draft the proposed final decision. The court will then work together to form one final judgment on the case. The judgment must contain the following, as specified by Article 95 of the Rules of the Court:

- a. The date on which it is read;
- b. The names of the judges participating in it;
- c. The names of the parties;
- d. The names of the agents, counsel, advocates of the parties;
- e. A summary of the proceedings;
- f. The submissions of the parties;
- g. A statement of the facts;
- h. The reasons in points of law;
- i. The operative provisions of the judgment;
- j. The decision, if any, with regard to costs;
- k. The numbers and names of the judges constituting the majority;
- l. A statement to the text of the judgment which is authoritative.

To aid in the completion of this document, it would be helpful if all judges take notes on the testimony given during the oral proceedings. After this document is completed, the entire court will vote on the judgment. All judges must vote either for or against—no abstentions will be permitted. A simple majority is needed to pass the judgment. Judges may also write a separate opinion (which agrees with the operative provision of the judgment, yet disagrees with the reasoning), a dissenting opinion (which disagrees completely with the majority judgment), or a declaration (a statement of agreement or disagreement with the majority opinion, without explanation of a separate or dissention opinion), in addition to this document.

The judgment that passes the court is final, without appeal. A revision of the judgment may only be made if it is based upon the discovery of some decisive or erroneous fact which the court was unaware of at the time the judgment was rendered.



APPENDICES

APPENDIX A: SAMPLE POSITION PAPER

Sweden

As we march into the new millennium, it has become increasingly evident that it is not only wise, but necessary, for the world to reflect on the past hundred years. Things have changed rapidly in that time: socially we are more peaceful, economically we are richer, and mentally we are more aware. And with the year 2000 now behind us, the time has come that we put these developing traits to use and look towards the thing that should concern us the most: the future. As a developed country, Sweden has always felt the need to plan for the imminent years to come. Sweden has made great strides in developing an environmentally conscientious economy that is both beneficial and productive. As of now, most activities relate to “eco-labeling” of products and services: the largest, most necessary step to be taken. As a nation, the people of Sweden wish to work towards the common goal of global sustainable development and pledge “to apply themselves whole-heartedly to the task.”

I. Combating the Deterioration of our Atmosphere

For more than a decade, leading scientists the world over have ranked the problem of outdoor air pollution as one of the highest risk health problems in the global community. Yet despite such conferences as the 1985 Vienna Convention for the Protection of the Ozone Layer, the 1987 Montreal Protocol, and the 1992 U.N. Framework Convention on Climate Change, the atmosphere is still being exploited and abused at an incredible rate. Every human life in developed countries is shortened an estimated five months simply because of the pollutants that are spewed into our air daily, not to mention the hundreds of direct—and countless indirect—effects that air pollution has on our ecosystem. As a nation deeply concerned about such issues, the country of Sweden feels that strong precautions must be made to preserve the natural state of our already altered atmosphere.

Recognizing that many nations would choose to remain dubious on such issues, Sweden fully supports the Millennium Ecosystem Assessment and urges all national governments and U.N. bodies to delegate the financial support necessary to begin mapping a comprehensive collaboration of the health of our planet. Since such information will undoubtedly take a number of years to gather, Sweden also proposes the immediate switch of all countries to an emphasis on pollution prevention, rather than pollution

cleanup. Sweden also supports a universal time table to be set up for the phasing out and reducing of such emissions as sulfur dioxide, carbon dioxide, ozone, carbon monoxide, CFC's, PAN's and other environmentally detrimental gases. Sweden urges for such a reduction to be done on both a national and local level by improving energy efficiency, reducing the use of fossil fuels, increasing the use of renewable energy, slowing drastic population growth, incorporating air, water, and land pollution policies, and phasing in full-cost pricing and so called "green taxes" based on the "polluters pay" principle.

APPENDIX B: RESOLUTION INTRODUCTORY PHRASES

Perambulatory Phrases

| | |
|-----------------------------|-----------------------------|
| Affirming | Having adopted |
| Alarmed by | Having considered (further) |
| Approving | Having devoted attention |
| Aware of | Having examined |
| Believing | Having studied |
| Bearing in Mind | Having heard |
| Confident | Having received |
| Contemplating | Keeping in mind |
| Convinced | Noting with regret |
| Declaring | Noting with satisfaction |
| Deeply Concerned | Noting with deep concern |
| Deeply Conscious | Noting further |
| Deeply convinced | Noting with approval |
| Deeply regretting | Observing |
| Desiring | Realizing |
| Emphasizing | Reaffirming |
| Expressing its appreciation | Recognizing |
| Expressing its satisfaction | Recalling |
| Fulfilling | Referring |
| Fully aware | Seeking |
| Fully believing | Taking into account |
| Further deploring | Taking note |
| Further recalling | Viewing with appreciation |
| Guided by | Welcoming |

Operative Phrases

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

APPENDIX C: SAMPLE WORKING PAPER

Committee: Commission on Trade and Development

Topic: Generalized System of Preferences (THAIS)

Submitted by: Bolivia, Peru and Ecuador

Bolivia, Peru and Ecuador believe the THAIS should be set up so that Less-Developed Countries (LDCs) receive preferential treatment from Developed Countries (DCs). To that end, we propose:

1. Each DC reduces its tariffs to the lowest possible level. This level will be determined by the below-created subcommittee.
2. Bilateral trade agreements should be pursued for further reductions in tariffs.

3. Trade preferences should be granted in the following areas:

Agriculture
Manufacture Semi-
manufactures Raw
Materials

4. Decisions on product coverage by preference-giving nations be made in consultation with affected LDC. Annual reevaluation of coverage shall take place with the LDC with disputes going to the below-created subcommittee.

5. A subcommittee of UNCTAD should be created with equal membership of developed and developing countries. This subcommittee would have the following powers:

- a. To mediate disputes between preference givers and receivers
- b. To make recommendations that all countries should follow
- c. To serve as a forum for airing grievances relating to the THAIS
- d. To report regularly to the secretary general

APPENDIX D: SAMPLE RESOLUTION

Resolution 242 (1967)

Committee: Security Council

Topic: Middle East

The Security Council,

Expressing its continuing concern with the grave situation in the Middle East,

Emphasizing the inadmissibility of the acquisition of territory by war and the need to work for a just and lasting peace so that every state in the area can live in security,

Emphasizing further that all Member States in their acceptance of the Charter of the United Nations have undertaken a commitment to act in accordance to Article 2 of the Charter,

1. Affirms that the fulfillment of the charter principles requires the establishment of a just and lasting peace in the Middle East which should include the application of both of the following principles:
 - i) Withdrawal of the Israeli armed forces from the territories occupied in the recent conflict;
 - ii) Termination of all claims by states belligerency and respect for and acknowledgment of the sovereignty, territorial integrity, and political independence of every state in the area and their right to live in peace within secure and recognized boundaries free from threat or acts of force.
2. Affirms further the necessity:
 - i) For guaranteeing freedom of navigation through international waterways in the area;
 - ii) For achieving a just settlement of the refugee problem;
 - iii) For guaranteeing the territorial inviolability and political independence of every state in the area, through measures including the establishment of demilitarized zones;
3. Requests the Secretary General to designate a Special Representative to proceed to the Middle East to establish and maintain contacts with the states concerned in order to promote agreement and assist efforts to achieve a peaceful and accepted settlement in accordance with the provisions and principles of this resolution;
4. Requests the Secretary General to report to the Security Council on the progress of the efforts of the special representative as soon as possible.

APPENDIX E: DELEGATION PREPARATION GUIDE FOR CAPTAINS AND FACULTY ADVISORS

Dear Captain and Faculty Advisor of Model UN team,

As I'm sure you are aware, Yeshiva University's annual YUNMUN event is an incredible opportunity to learn and develop important skills that can be utilized on a day-to-day basis in the "outside world." However, these skills, as with any academic pursuit, can only be developed with time and energy. Each school has its own way of preparing its team for the upcoming event, which is what makes everyone unique. I thought it would be helpful, however, to provide a guideline to help you prepare your team for the conference.

The following guide is broken up by section. Each one is designed to be a different practice session with the team. There is, however, much room for shifting and changing things around. Again, this is only meant as a guideline.

Whether or not you use this guideline, I would love to hear suggestions about it, both in general and in regard to specific sections.

Good luck!
Sincerely,

Avi Strauss
Secretary General

- 1) Prospective delegates should be given an introduction to the United Nations and Yeshiva University National Model United Nations.
- 2) Hold tryouts
 - a. The goal is to see how well prospective delegates can prepare a position of a country for a specific topic. Another goal is to see how well delegates can respond extemporaneously. Assign a country or two (depending on the number of prospective delegates) and a topic and have them write a short position paper as well as present their position in front of the group.
 - b. Additionally, substantive questions on their topic should be asked to see how well they can respond on the spot about something they haven't necessarily prepared.
 - c. Prospective delegates should be graded/chosen based on all three criteria (paper, presentation/preparation skills, ability to respond well on the spot). Keep in mind that someone might not be the best speaker, but YUNMUN is a learning experience—and for someone for which speaking in front of a group doesn't come naturally, the conference is a good skill-building opportunity.
- 3) After the team is chosen, a more detailed introduction to the UN should be given, orienting delegates to the structure and purpose of the United Nations. A good Web site for this purpose is:
<http://www.un.org/en/sections/about-un/overview/index.html>
- 4) Some time should also be spent

discussing the structure of YUNMUN, how the conference works, role of the delegate, and general knowledge of the conference required by all YUNMUN delegates.

- 5) Learn YUNMUN research skills. This is one of the most important aspects as it is an integral part of being a delegate. This ranges from researching your school's country (could be done as a team effort) to each delegate doing extensive research on his or her own topics and how they relate to their country.

Remember, knowing how to think on the spot is an excellent skill; really knowing where your country stands on the issues, however, will make you a much more powerful delegate.

At this point delegates should be placed in their committees and countries. Additionally, the team should begin discussing writing a position paper along the lines of the research skills taught.

- 6) Learn protocol. Knowing one's country inside out is critical, but that must be coupled with knowledge of the protocol of the committee. Without protocol, the committee can't run; and, without knowledge of protocol, the delegate will find himself/herself lost and excluded from the discussion. A solid knowledge of YUNMUN protocol is crucial to involvement in the committee. The best resource for YUNMUN protocol is the YUNMUN delegate handbook. As much time as needed should be taken to familiarize and then ingrain the protocol into the delegates.

- 7) Practice protocol. After the delegates have a knowledge of the rules, mock debates/sessions should be run, either with topics in current events or possibly an issue surrounding the delegation's country. These sessions should be run strictly according to the protocol of YUNMUN. This will allow for a more practical knowledge of the rules, which will better prepare the delegates for their sessions. Delegates should be walking in to the first committee session knowing exactly what to expect and what to say to allow for the smooth running of the committee.

Some time should be spent specifically preparing for the motions required during the first few minutes of a committee as well as preparation for making a good impression (not necessarily on the chair, rather on the other delegates in the room).

- 8) At-conference required writing: Besides the nuts and bolts of the running of a committee, it is also critical to review the skills required of the delegates at the conference. It is important to review (or teach) how to write a working paper, resolution, and amendments. It is also vital to learn how to speak and use correct procedural language.
- 9) The conference is approaching. Prepare for and run a mock committee. Review all major rules, procedures, motions, and skills. Make sure delegates have all the information they need to take with them to the conference.



NOTES
