



Delegates Handbook

Model United Nations at Stockport
Grammar School

A step-by-step guide to Model United Nations

Table of Contents

1	Introduction	- 3 -
2	Welcome from the Organising Committee.....	- 3 -
3	General Information:	- 4 -
4	What is MUN?.....	- 4 -
5	What should I expect at SGSMUN?.....	- 4 -
6	MUN Guide:	- 5 -
7	Preparing for our conference:	- 6 -
8	Where do I start?	- 6 -
9	How do I research my country?	- 6 -
10	How do I research my topic?	- 6 -
11	How to write a policy statement?.....	- 6 -
12	How to write a resolution?	- 6 -
13	Resolution writing tips:	- 7 -
14	Dress Code:	- 8 -
15	Awards	- 8 -
16	What to do now?	- 9 -
17	If you don't yet know your committee/delegation	- 9 -
18	If you have your delegation and committee.....	- 9 -
19	I've done my research.....	- 9 -
20	Top tips for all delegates.....	- 9 -

Introduction

Here you'll find a step-by-step guide to MUN, from researching your topic, to writing your essay, to standing up and debating. Whether it's your first time as a delegate, or you're planning on building another shelf for your various MUN trophies, here are some useful tips from the SGSMUN Organising Committee on everything you need to prepare you for your conference.

Welcome from the Organising Committee

Dear Delegates,

We look forward to welcoming you to our Model United Nations at Stockport Grammar School.

We have put together a Delegates Handbook to aid our in your preparation for our conference, with tips on writing resolutions, policy statements and debating. SGSMUN prides itself on giving a warm welcome to delegates of all ages and experiences and aims to provide an enjoyable and stimulating experience for all.

We hope you find this guide helpful for your preparation, however, we are sure on the day, should you have any questions, our Chairs will be very willing to help.

We wish you luck with you preparations and look forward to seeing you at SGSMUN 2017!

The Organising Committee

General Information:

What is MUN?

Model United Nations, or MUN, is a simulation of the real United Nations, where countries from across the world convene to debate some of the most complex, important and pressing issues that we face today, such as climate change, conflicts, poverty and human rights.

Whilst the UN aims to tackle these issues and encourage international cooperation and peace, MUN aims to raise awareness amongst our own generation about these problems and encourage young people to discuss issues which interest them.

What should I expect at SGSMUN?

Most conferences begin with an opening ceremony. Here all the delegates will be gathered to listen to the Secretary General and other members of the Organising Committee. After this every delegate will go to their own Committee rooms to begin debate.

The majority of the conference is spent in Committee rooms, with delegates from other schools and countries debating the committee's individual issues. At SGSMUN, three issues will be debated per committee. You can see the schedule for our conference on our website at <http://sgsmun.co.uk/>.

At SGSMUN the second day is opened in Committee rooms with a crisis situation. Here you will be debating an unknown issue that is constantly developing over the course of debate, with new information constantly arriving.

After you, alongside the other delegates in your committee, have come up with a solution to the crisis, you will reconvene with the other delegates from your country in General Assembly. This is where all the delegates at the conference discuss their different solutions to the crisis.

When the conference is then drawn to a close. In the closing ceremony awards for those delegates who debated extremely well will be given out, alongside the much awaited 'Best Delegation' award.

MUN Guide:

Committee- A committee is where the topics are debated.

Delegation- This is a country at the UN with representatives in the different *committees*.

Delegate- These are the representatives from the different *delegations*. Each delegate will have a *committee* where they will debate.

Ambassador- Each *delegation* has to appoint an ambassador. They help manage their *delegation* and make sure everyone in their *delegation* has paper to write on and knows what they are doing.

Chair- These will be the people who oversee *committees*. They ensure everything runs smoothly and the topic is properly discussed. However, they are also there to help *delegates* so feel free to ask them any questions you might have.

Resolutions- These are written by *delegates* about the topic, proposing a solution. For more information please see our '*How to write a resolution*' section.

Policy statements- These are read out by *delegates* at the beginning of debate, outlining their country's position.

Lobbying- this is a period of time before debate where *delegates* are free to move around the *committee* room and get signatures on their *resolutions* so that they can submit them.

Amendment- When the *chairs* indicate, these can be submitted by *delegates* and edit the *resolution* that is being debated.

Point of Information- These are questions made by *delegates* during debate. They address the *delegate* at the front and raise concerns or queries about their stance on the issue.

Point of Order- These are raised by *delegates* during debate when they feel the *delegate* speaking is offending their, or another, *delegation*. They are addressed to the *chairs*.

Point of Personal Privilege- This can be made if you need to leave the room, you need to move, you can't hear or any other reason that means you are not comfortable or cannot participate in debate. They are addressed to the *chairs*.

General Assembly- This is where all *delegates* are put together in their *delegations* to debate a single issue.

Preparing for our conference:

Where do I start?

This, no doubt, is a question you have been asking a lot, especially if you are a first-time delegate. Start with how much you know already. If you already know your country and committee then you are already halfway there! Visit the conference website and look at the topics to be debated. Then start researching them and your country in more detail. See the next few sections for more advice. If you are particularly keen then maybe you want to get started before you know your delegation or committee. Don't worry. There's still a lot you can do. Start by going on the conference website and looking at the different committees and topics. Look up the issues and see which ones interest you. This will give you a good idea of what to sign up for later. If there is one you really love, feel free to research it. Whilst you don't know for sure that you will be given this committee, there's no harm in learning more about any MUN issue.

How do I research my country?

Getting an idea of what your country stands for and believes in is really useful during debate, especially to answer tricky questions. Looking at key trading partners can give you an idea about your allies which can be useful once you arrive during debate. The BBC also does country overviews, where you can learn about the political climate and problems within your country. Most countries have government websites and it is always useful to look at these to learn more about the government you are representing.

How do I research my topic?

For human rights, and many issues surrounding poverty, freedoms and censorship, Amnesty International and charity websites can give a lot of background information on the topic. For EcoSoc, the World Trade Organisation can be useful, as well as The Economist Online or the economic sections of other news websites. DISEC and Media can also use news sites to get background information on the topics they are debating. There are many other websites that focus on specific issues. For Health topics, the World Health Organisation can be a good starting point.

How to write a policy statement?

This should be written after your country and topic research. It doesn't have to be long and just has to briefly outline your country's stance on the issues you will debate. It is convention to start it by addressing the chairs and your fellow delegates, and to finish it by expressing your enthusiasm to debate or hope that solutions are found.

1 How to write a resolution?

2

- 1 This is also written after your research. The layout below is used for all resolutions:
- 2 SUBMITTED BY: {Your country}
- 3 QUESTION OF: {The issue being debated}
- 4 Here you write your perambulatory clauses. These cannot be debated and just outline some
- 5 of the background to the topic. They must begin with words such as; *emphasising*,
- 6 *approving of*, *noting* etc. These starting words must be in *italics*.
- 7 Next you write your operative clauses. These are debated and begin with words such as;
- 8 suggests, requests, demands etc. These are always underlined.
- 9 *Lines are usually numbered for debate purposes

Resolution writing tips:

Pre ambulatory clauses; These are not debated so you do not need many. Here are some ideas about what to include:

1. Outline what stance your country has on this (e.g. acknowledging that irresponsible fishing poses a threat to the international economy and the local environment)
2. Past acts and declarations (e.g. supporting the equal rights and opportunities granted to all by the Universal Human Rights Declaration)
3. Countries for/against it (e.g. Commends the action taken by... to resolve this issue, Condemns ... for using military force and escalating the conflict)

Operative clauses; these will be debated and are the acting clauses to outline strategies that the UN should adopt to resolve the issue. Here are some ideas:

1. What member states should work against (e.g. urges all member states to condemn...)
2. Policies individual states should adopt (e.g. encourages all member states to offer healthcare to vulnerable peoples/ ban the use of firearms/ sign the Nuclear non-proliferation treaty...)
3. If you want, you can create a UN body that carries out several different duties to resolve the issue (e.g. a body to a) provide aid in the form of ... to people in ... conflict, b) offer healthcare to refugees fleeing ... to ..., c) create awareness for the importance of proper sanitation in areas where ... virus is common) ** N.B. people will bring up the problems it causes due to extra bureaucracy, doing things that are already being done...
4. Looking to the future- UN to oversee elections in member states, UN to inspect the use of ... in all member states,

Dress Code:

The dress code at MUN is formal and, if in doubt, it must be something that is appropriate for going to work in an office. This includes:

- Blouses or smart shirts.
- Pencil or A-Line skirts. Skirts should not be too short. A general guide is the length you would wear to work experience or the school-recommended length for skirts.
- Trousers
- Blazers or jackets- no leather or jean jackets.
- High heels are allowed but please be aware that you will have to walk around during the day.
- Dresses may be worn but they should be smart and not too short or tight. Again, you may wear a long dress but you will have to walk around during the conference.
- Delegates are not allowed to wear national/traditional dress or military uniform.
- Jeans, leggings, tracksuits, baggy jumpers and trainers are not allowed.
- All delegates are recommended to wear smart, preferably comfortable, shoes.

Awards

As at all conference, delegates who perform exceedingly well will be recognised by the chairs with awards. In each committee there will be a number of different awards:

- Commended Delegates - these are awarded to 2-4 delegates per committee who debated well.
- Highly Commended Delegates - these are awarded to 2-3 delegates who debated very well.
- Outstanding Delegate - this is the top award and goes to the one delegate who performed the best in each committee.

What to do now?

If you don't yet know your committee/delegation

Don't worry! There's always something you can do to prepare. Start by looking up the different topics on our website and seeing which committee you think you'd enjoy debating in. If you find one of the topics particularly interesting you can always start researching what it is. Even if you don't get picked, there's no harm knowing more about current world issues.

If you have your delegation and committee

You're probably wondering where to start now! Start by understanding the topic as a whole first to give you a good foundation for debate. Then research your country and use this to develop your stance on the subject. See the sections 'How do I research my country' and 'How do I research my topic' on page 6 for more guidance.

I've done my research

If you've already done your research, you're probably looking for last minute advice just before the conference. Remember: Stay calm and be confident, and if you're not confident, act like you are.

Top tips for all delegates

- **Write at least one resolution.** It's not as hard as it seems and it's always good to have something to lobby at the start of the conference. At the very least, it's a good way to find 'allies' and make friends.
- **Put up your placard.** Even if you're really nervous, be enthusiastic to talk. After the first time it's much easier and you'll have a lot more fun if you do.
- **Know your stuff.** This is probably the one thing better than just being confident. If you know your topics well, you'll be able to get involved more and you're more likely to be rewarded for your participation.

On behalf of the Organising Committee, we look forward to seeing you at the conference. If you have any other questions, please feel free to email us at sgsmun@stockportgrammar.co.uk.