



**Al-Anjal Private School**



# **ANJMUN**

## **Delegate Guide**

**MUN ADVISOR**

**MS. Fifi Abu Hayyeh.**

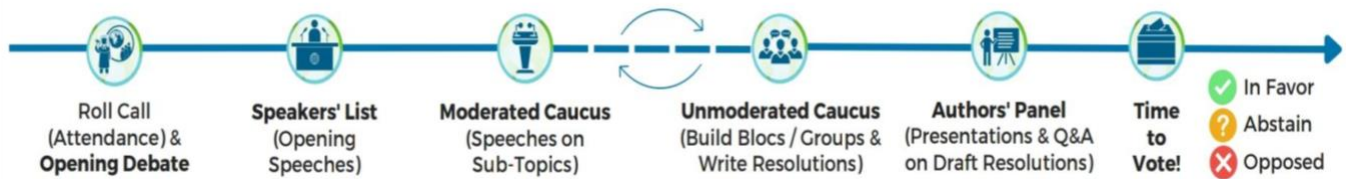
**MUN CLUB LEADER**

**Haytham Shalabi**

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- Sample of Opening Speech**
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## Committee Flow: Action-Items & Motions



### Rules of Procedures:

#### 1.Roll Call:

Delegates respond with “present” or “present and voting” when their country is called during roll call. This establishes the presence of all delegations.

#### 2.Debate:

Delegates engage in formal debate on the selected topic. Follow the rules of parliamentary procedure.

#### 3.Points and Motions:

Delegates can use various points and motions to influence the flow of debate.

### Points

A *point* is something you raise when it concerns something you'd like to address for yourself.

#### 1.Point of inquiry

When a delegate is unsure of the rules and would like an explanation from the chair.

#### 2.Point of personal privilege

Raised to address discomfort or issues affecting a delegate personally, such as concerns about the physical environment or difficulties in hearing.

### **3.Point of information**

Asking another delegate a question about their speech after their speech concludes.

### **4.Point of order**

When a delegate believes the Chair has made an error made in the formal procedure.

#### **\*Right to Reply:**

Enables a delegate to respond promptly to remarks made by another delegate that are perceived as inaccurate, offensive, or directed at their country.

#### **\*Right to Follow Up :**

Allows a delegate to pose additional questions or seek clarification after a speaker has made a statement or answered a question.

## **Motions**

*Motions* are collected by the chair and put to vote. The chair has discretion as to when to allow motions to be offered and which to consider out of order at a given time.

### **1. Motion to Open Debate:**

- Initiates the general discussion on the main agenda item.

### **2. Motion to Open the Speakers' List:**

- Enables delegates to formally request speaking time during the debate.

### **3.Motion to Set Speaking Time to [ ] Minute per Delegate.**

- Requests the establishment of specific time limits for delegates' speeches during the debate.

**4. Motion for a [ ] Minute Unmoderated Caucus:**

- Calls for an informal, free-flowing discussion without set speaking times

**5. Motion to Introduce Draft Resolution:**

- Proposes the consideration of a written document outlining a potential solution.

**6. Motion to Close Debate & Enter Voting Procedure:**

- Signals the end of the discussion phase and the beginning of the voting process.

**7. Motion to Adjourn Debate:**

- Proposes concluding the meeting or session and taking a break.

## **Sample of an Opening Speech**

**Conference: SAIMUN'15**

**Committee: Health & Youth**

**Country: Singapore**

**Topics: A, B,C, & D**

**Forty-two million, ten million, four hundred fifty-thousand, nine thousand eight hundred. These are numbers. Honorable Chair and distinguished delegates, These shocking numbers are recorded and engraved in a timeline we call our world's history. 42 million children are obese, 10 million children in Southern Asia are forcefully married, 450,000 cases of multidrug tuberculosis, and 9,800 Lives have ended due to Ebola. These are four overwhelming statistics of the four topics us delegates are here to discuss. Singapore currently resides on the issues of antimicrobial resistance and child obesity, with some of the highest rates of AMR Worldwide and 12% of obese Singaporean infants. The delegate of Singapore will be more than ecstatic to engage in every single aspect of these essential debates Regarding health and youth. Shieh Shieh.**

# Sample of a Resolution Paper

## General Assembly Third Committee

Sponsors: United States, Austria and Italy

Signatories: Greece, Tajikistan, Japan, Canada, Mali, the Netherlands and Gabon

Topic: "Strengthening UN coordination of humanitarian assistance in complex emergencies"

The General Assembly,

Reminding all nations of the celebration of the 50th anniversary of the *Universal Declaration of Human Rights*, which recognizes the inherent dignity, equality and inalienable rights of all global citizens, **[use commas to separate preambulatory clauses]**

Reaffirming its Resolution 33/1996 of 25 July 1996, which encourages Governments to work with UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance,

Noting with satisfaction the past efforts of various relevant UN bodies and nongovernmental organizations,

Stressing the fact that the United Nations faces significant financial obstacles and is in need of reform, particularly in the humanitarian realm,

1. Encourages all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance the carrying out of relief efforts; **[use semicolons to separate operative clauses]**
2. Urges member states to comply with the goals of the UN Department of Humanitarian Affairs to streamline efforts of humanitarian aid;
3. Requests that all nations develop rapid deployment forces to better enhance the coordination of relief efforts of humanitarian assistance in complex emergencies;
4. Calls for the development of a United Nations Trust Fund that encourages voluntary donations from the private transnational sector to aid in funding the implementation of rapid deployment forces;
5. Stresses the continuing need for impartial and objective information on the political, economic and social situations and events of all countries;
6. Calls upon states to respond quickly and generously to consolidated appeals for humanitarian assistance; and
7. Requests the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development. **[end resolutions with a period]**

## Accepted Operative Phrases:

Accepts  
Acknowledges  
Adopts  
Advises  
Affirms  
Also calls for  
Also recommends  
Also strongly condemns  
Also urges  
Appeals  
Appreciates  
Approves  
Authorises  
Calls  
Calls for  
Calls upon  
Commends  
Concurs  
Condemns  
Confirms  
Congratulates  
Considers  
Decides  
Declares  
Declares accordingly  
Demands  
Deplores  
Designates  
Directs  
Draws the attention  
Emphasises  
Encourages  
Endorses  
Expresses its appreciation  
Expresses its hope  
Expresses its regret  
Further invites

Further proclaims  
Further recommends  
Further reminds  
Further requests  
Further resolves  
Has resolved  
Instructs  
Introduces  
Invites  
Notes  
Notes with satisfaction  
Proclaims  
Reaffirms  
Recalls  
Recognises  
Recommends  
Regrets  
Reiterates  
Reminds  
Renews its appeal  
Repeats  
Requests  
Requires  
Solemnly affirms  
Stresses  
Strongly advises  
Strongly condemns  
Strongly encourages  
Suggests  
Supports  
Takes note of  
Transmits  
Trusts  
Underlines  
Underscores  
Urges  
Welcomes



## Accepted Preambulatory Phrases:

|                             |                               |
|-----------------------------|-------------------------------|
| Acknowledging               | Further deploring             |
| Acting                      | Further recalling             |
| Affirming                   | Guided by                     |
| Alarmed by                  | Having adopted                |
| Alarmed                     | Having considered             |
| Anxious                     | Having devoted attention      |
| Appreciating                | Having examined               |
| Approving                   | Having received               |
| Aware of                    | Having adopted                |
| Bearing in mind             | Having approved               |
| Believing                   | Having decided                |
| Cognizant                   | Keeping in mind               |
| Concerned                   | Mindful                       |
| Confident                   | Noting                        |
| Conscious                   | Noting further                |
| Considering                 | Noting with deep concern      |
| Contemplating               | Noting with regret            |
| Convinced                   | Noting with satisfaction      |
| Declaring                   | Observing                     |
| Deeply concerned            | Reaffirming                   |
| Deeply conscious            | Realising                     |
| Deeply convinced            | Recalling                     |
| Deeply disturbed            | Recognising                   |
| Deeply regretting           | Recognising with satisfaction |
| Deploring                   | Referring                     |
| Desiring                    | Regretting                    |
| Determined                  | Reiterating                   |
| Emphasising                 | Reiterating its call for      |
| Encouraged                  | Reminding                     |
| Expecting                   | Seeking                       |
| Expressing appreciation     | Seized                        |
| Noting with approval        | Stressing                     |
| Expressing concern          | Taking into account           |
| Expressing its appreciation | Taking into consideration     |
| Expressing its satisfaction | Taking note                   |
| Expressing satisfaction     | Taking note further           |
| Firmly convinced            | Underlining                   |
| Fulfilling                  | Viewing with appreciation     |
| Fully alarmed               | Viewing with apprehension     |
| Fully aware                 | Welcoming                     |
| Fully believing             |                               |

**To have the floor**

To have been given the right to speak in debate before the house.

**To yield the floor**

To give up the right to speak either temporarily when yielding to a point of information or permanently at the conclusion of one's speech.

Useful Phrases to be used :

**When starting to speak**

Mr./Madam Chairman...

**When asking for permission to speak**

(The delegate of \_\_\_) requests the floor

**When beginning a speech**

Albania wishes to speak in favor of/against this motion/resolution/amendment because...

**When wishing to ask a question**

The delegate rises to a point of information/point of order

**When asking a question**

Is the Chair/the speaker (not) aware that..

Does the speaker (not) agree that..

The speaker stated in his speech...Does the delegate of China (not) realize that...

**When pausing to answer questions**

This delegate is open to points of information

**When moving an amendment**

Zambia moves to amend the resolution by striking/inserting/adding the words...

**When concluding a speech**

Ecuador urges the assembly to vote for/against this motion...

**At the end of a speech**

I yield the floor to the Chair/to the delegate of..., (or if requested by the Chair) Floor yielded

## Organizing your ideas :

|   |   |
|---|---|
| <b>To add more ideas:</b> <ul style="list-style-type: none"><li>– again</li><li>– furthermore</li><li>– in addition</li><li>– moreover</li></ul>  | <b>To prove something</b> <ul style="list-style-type: none"><li>– evidently,</li><li>– for this reason,</li><li>– because,</li><li>– inevitably</li></ul>   |
| <b>To compare or contrast ideas:</b> <ul style="list-style-type: none"><li>– alternatively</li><li>– contrastingly</li><li>– conversely</li><li>– whereas</li></ul>   | <b>To show exceptions :</b> <ul style="list-style-type: none"><li>– however</li><li>– nevertheless</li><li>– yet</li><li>– in spite of</li></ul>  |
| <b>To repeat or refer back to something :</b> <ul style="list-style-type: none"><li>– as has been mentioned</li><li>– it has been noted...</li><li>– As previously discussed</li></ul>  | <b>To show that you will include something later :</b> <ul style="list-style-type: none"><li>– this will be discussed in detail later</li></ul>   |
| <b>To emphasise something :</b> <ul style="list-style-type: none"><li>– definitely</li><li>– obviously</li><li>– inevitably</li><li>– undeniably</li></ul>  | <b>To give an example :</b> <ul style="list-style-type: none"><li>– for instance</li><li>– in this case</li><li>– in particular</li><li>– notably</li></ul>   |
| <b>To show the order of things</b> <ul style="list-style-type: none"><li>– previously</li><li>– following this</li><li>– initially</li><li>– subsequently</li><li>– finally</li></ul>   | <b>Summing up</b> <ul style="list-style-type: none"><li>– It is clear that</li><li>– The evidence shows</li><li>–</li></ul>   |
| <b>Conclusions :</b> <ul style="list-style-type: none"><li>– In conclusion</li><li>– To summarize</li><li>– It has been shown that</li><li>– Several conclusions emerge from this analysis</li><li>– The evidence presented has shown that</li><li>– It has been established that</li></ul>   |   |
| <b>Agreement / In favor of</b> <ul style="list-style-type: none"><li>– There are many reasons for ...</li><li>– There is no doubt about it that ...</li><li>– I simply must agree with that.</li><li>– I am of the same opinion.</li><li>– I am of the same opinion as ...</li><li>– I completely/absolutely agree with ...</li></ul>   | <b>Qualified Disagreement</b> <ul style="list-style-type: none"><li>– It is only partly true that...</li><li>– I can agree with that only with reservations.</li><li>– That seems obvious, but ...</li><li>– That is not necessarily so.</li><li>– It is not as simple as it seems.</li><li>– Under certain circumstances ...</li></ul> |
| <b>Disagreement / Opposition</b> <ul style="list-style-type: none"><li>– There is more to it than that.</li><li>– The problem is that ...</li><li>– I (very much) doubt whether ...</li><li>– This is in complete contradiction to ...</li><li>– What is even worse, ...</li><li>– I am of a different opinion because ...</li><li>– I cannot share this / that / the view.</li></ul> |   |

## UN Committee Pass - Delegate

COMMITTEE:

TOPIC:

COUNTRY:

CONFERENCE NAME: YMUN XLIX

CONFERENCE DATES: JANUARY 19-22 2023

AWARD:



SCAN or CLICK!

## Key Terms to Know:

**Chair:** Facilitates the debate using parliamentary procedure

**Delegate:** Country representative (you!)

**Placard:** Name card with your country (raise this/a virtual hand to participate!)

**Point of Inquiry:** Raise to ask a question

**Point of Order:** Raise to correct a mistake in parliamentary procedure

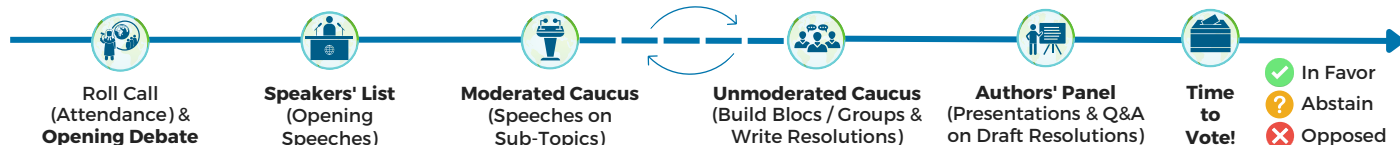
**Point of Personal Privilege:** Raise for issues preventing your participation

**Motions:** You make these to guide committee forward!



SCAN or CLICK!

## Committee Flow: Action-Items & Motions



## Motions Made Easy - Fill in the Blank!

- ☐ Motion to Open Debate
- ☐ Motion to Open the Speakers' List
- ☐ Motion for a [ ] Minute Moderated Caucus with a [ ] Second Speaking Time on the Topic of .....
- ☐ Motion for a [ ] Minute Unmoderated Caucus
- ☐ Motion to Introduce Draft Resolution .....
- ☐ Motion to Close Debate & Enter Voting Procedure
- ☐ Motion to Adjourn

### In-Committee Progress Tracker (Tally/Check):

# of Speeches:

# of Motions:

Authors' Panel? [ ] Yes [ ] No

Link to Resolution:

Feedback from Chair:



## Opening Speech

**Structure:** (1) Hook, (2) Point, (3) Action

- ☐ 1) Grab our Attention (Statistic, Quote, Short Story)
- ☐ 2) State Your Country's Policy (1-3 Points)
- ☐ 3) Tell us What to Do (Solution, Alliance)

NOTES:

### Moderated Caucus Topic Ideas (List of Issues/Sub-Topics):



## Resolution Writing

**Resolution:** Document Containing Your Bloc/Group's Solutions to the Topic with 3 Sections (Written Collaboratively).

Committee: UNEP  
Topic: Climate Action  
Sponsors: Bangladesh, France, USA  
Signatories: Costa Rica, UK

Draft Resolution 1.1

The UN Environment Programme,

Recognizing the negative consequences of climate change including natural disasters,

Reaffirming the 2030 Sustainable Development Goal Agenda, with specific attention to SDG 13,

1. Requests that Member States switch to clean energy sources such as:
  - a. Wind Turbines,
  - b. Solar Power,
  - c. Nuclear Energy;
2. Calls Upon countries to develop national strategies for climate-based education.

### Section I: Header

The header contains your committee & topic, as well as a list of **sponsors** (delegates who wrote the resolution) & **signatories** (delegates who want it presented).

### Section II: Pre-ambulatory Clauses

Pre-ambulatory Clauses are the **list of specific issues** your resolution will address or **past international actions**. The first word is italicized and they end with commas.

### Section III: Operative Clauses

Operative Clauses are your **solutions to the topic** (you should aim to solve each issue in your pre-ambulatory clauses). These are numbered, the first word is underlined, and end in semi-colons (last one with a period).

### IDEAS FOR SOLUTIONS/OPERATIVE CLAUSES:

