



Delhi Public School, Hyderabad  
Model United Nations 2024  
Delegate Handbook

# Table of Contents

What is Model United Nations (MUN)? .....	3
Structure of the United Nations (UN) .....	4
Secretariat .....	7
Committees.....	8
Conference Policies .....	10
Dress Code Policy	
Language Policy	
Electronic Devices Policy	
Awards Policy	
Plagiarism Policy	
General Powers of the Committee Staff	
Delegate Code of Conduct	
Flow of Debate.....	14
Rules Of Procedure Governing Debate (ROP).....	15
Verbatim sheet for important motions.....	22
Tips & Tricks to Secure Awards at DPSHMUN'24.....	23
Important Contacts.....	27

# What is Model United Nations (MUN)?

MUN, short for Model United Nations, is an educational simulation that replicates the activities and procedures of the United Nations. It is a forum where students take on the role of **delegates** representing different countries and engage in debates, negotiations, and problem-solving related to global issues.

During an MUN conference, participants research and develop positions on specific topics, which can range from international security and human rights to environmental concerns and economic development. They engage in formal discussions, deliver speeches, negotiate resolutions, and work towards finding solutions to these complex problems.

MUN conferences follow a set of **rules and procedures** similar to those of the United Nations, with delegates adhering to diplomatic protocols and conventions. They participate in committee sessions, such as the General Assembly, Security Council, or specialized committees, and collaborate with other delegates to **draft resolutions** addressing the challenges.

The primary objectives of MUN conferences are to enhance participants' understanding of global issues, foster critical thinking, develop public speaking and negotiation skills, and promote cultural awareness and cooperation. Through the simulation, students gain insights into the complexities of international relations, diplomacy, and the functioning of multilateral organizations like the United Nations.

# Structure of the United Nations (UN)

The **United Nations** (UN) is a global intergovernmental organization established on October 24, 1945, with the aim of promoting international cooperation and maintaining peace and security among nations. The UN is structured in a way that ensures representation and participation from all its member states, currently numbering 193. It was founded in the wake of one of the greatest wars in human history. As the rest of the world busied itself with the resolution of the Second World War, several hundred delegates representing 50 nations met in April of 1945 to confront an even more auspicious challenge: the establishment of a new and lasting global peace. At that meeting, despite considerable obstacles, the UN Charter was authored. Among the philosophical underpinnings of the UN system are beliefs that all nations are sovereign and equal, that members are to fulfill in good faith the obligations that they have assumed under the UN Charter, that international disputes are to be resolved by peaceful means, and that the organization is not to intervene in matters essentially within the domestic jurisdiction of any state.

The main purposes of the organization, as found in Article I of the UN Charter, are:

1. To maintain international peace and security, and to that end: to take effective collective measures for the prevention and removal of threats to the peace, and for the suppression of acts of aggression or other breaches of the peace, and to bring about by peaceful means, and in conformity with the principles of justice and international law, adjustment or settlement of international disputes or situations which might lead to a breach of the peace;
2. To develop friendly relations among nations based on respect for the principle of equal rights and self-determination of peoples, and to take other appropriate measures to strengthen universal peace;
3. To achieve international cooperation in solving international problems of an economic, social, cultural, or humanitarian character, and in promoting and encouraging respect for human rights and for fundamental freedoms for all without distinction as to race, sex, language, or religion; and
4. To be a center for harmonizing the actions of nations in the attainment of these common ends.

At the heart of the UN is the **General Assembly**, where all member states come together to discuss and make decisions on international issues. Each member state has one vote, and decisions on important matters, such as the admission of new members or the adoption of resolutions, require a two-thirds majority. The General Assembly meets once a year for a regular session and can convene emergency special sessions when needed.

Another crucial organ of the UN is the **Security Council**, which is responsible for maintaining international peace and security. It has 15 members, including five permanent members with veto

power (China, France, Russia, the United Kingdom, and the United States) and ten non-permanent members elected for two-year terms. The Security Council can take various measures, including the imposition of sanctions and the authorization of military action, to address threats to peace.

The **Economic and Social Council** (ECOSOC) focuses on economic and social issues, promoting sustainable development, and coordinating the work of specialized agencies, such as the World Health Organization (WHO) and the United Nations Development Programme (UNDP). ECOSOC consists of 54 members elected by the General Assembly for three-year terms.

The **Secretariat**, headed by the Secretary-General, serves as the administrative arm of the UN. The Secretary-General is appointed by the General Assembly upon the recommendation of the Security Council and acts as the chief diplomat and spokesperson of the organization. The Secretariat carries out the day-to-day work of the UN, including implementing decisions, conducting research, and providing logistical support.

The **International Court of Justice**, also known as the World Court, is the principal judicial organ of the UN. It settles legal disputes between member states and provides advisory opinions on legal questions referred to it by UN organs and specialized agencies. The ICJ consists of 15 judges elected by the General Assembly and Security Council for nine-year terms. Its decisions are binding and serve as a means of resolving international disputes peacefully.

Additionally, the UN has specialized agencies, programs, and funds that address specific areas of concern, such as the World Food Programme (WFP), the United Nations Children's Fund (UNICEF), and the United Nations Educational, Scientific and Cultural Organization (UNESCO). These entities operate autonomously but collaborate closely with the UN to achieve shared goals.





# The United Nations System

## UN PRINCIPAL ORGANS

### GENERAL ASSEMBLY

### SECURITY COUNCIL

### ECONOMIC AND SOCIAL COUNCIL

### SECRETARIAT

### INTERNATIONAL COURT OF JUSTICE

### TRUSTEESHIP COUNCIL<sup>4</sup>

#### Subsidiary Organs

- Disarmament Commission
- Human Rights Council
- International Law Commission
- Joint Inspection Unit (JIU)
- Main Committees
- Standing committees and ad hoc bodies

#### Funds and Programmes<sup>1</sup>

- UNDP** United Nations Development Programme
- UNCDF** United Nations Capital Development Fund
- UNV** United Nations Volunteers
- UNEP** United Nations Environment Programme
- UNFPA** United Nations Population Fund
- UN-HABITAT** United Nations Human Settlements Programme
- UNICEF** United Nations Children's Fund
- WFP** World Food Programme (UN/FAO)

#### Research and Training

- UNIDIR** United Nations Institute for Disarmament Research
- UNITAR** United Nations Institute for Training and Research
- UNSSC** United Nations System Staff College
- UNU** United Nations University

#### Other Entities

- ITC** International Trade Centre (UN/WTO)
- UNCTAD**<sup>1,8</sup> United Nations Conference on Trade and Development
- UNHCR**<sup>3</sup> Office of the United Nations High Commissioner for Refugees
- UNOPS**<sup>1</sup> United Nations Office for Project Services
- UNRWA**<sup>1</sup> United Nations Relief and Works Agency for Palestine Refugees in the Near East
- UN-WOMEN**<sup>9</sup> United Nations Entity for Gender Equality and the Empowerment of Women

#### Related Organizations

- CTBTO** Preparatory Commission Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization
- IAEA**<sup>1,3</sup> International Atomic Energy Agency
- ICC** International Criminal Court
- IOM**<sup>1</sup> International Organization for Migration
- ISA** International Seabed Authority
- ITLOS** International Tribunal for the Law of the Sea
- OPCW**<sup>7</sup> Organization for the Prohibition of Chemical Weapons
- WTO**<sup>1,4</sup> World Trade Organization

#### Peacebuilding Commission

#### HLPF

High-level Political Forum on Sustainable Development

#### Subsidiary Organs

- Counter-Terrorism Committee

- International Residual Mechanism for Criminal Tribunals
- Military Staff Committee

- Peacekeeping operations and political missions
- Sanctions committees (ad hoc)
- Standing committees and ad hoc bodies

#### Functional Commissions

- Crime Prevention and Criminal Justice
- Narcotic Drugs
- Population and Development
- Science and Technology for Development
- Social Development
- Statistics
- Status of Women
- United Nations Forum on Forests

#### Regional Commissions<sup>8</sup>

- ECA** Economic Commission for Africa
- ECE** Economic Commission for Europe
- ECLAC** Economic Commission for Latin America and the Caribbean
- ESCAP** Economic and Social Commission for Asia and the Pacific
- ESOWA** Economic and Social Commission for Western Asia

#### Other Bodies<sup>10</sup>

- Committee for Development Policy
- Committee of Experts on Public Administration
- Committee on Non-Governmental Organizations
- Permanent Forum on Indigenous Issues
- UNAIDS** Joint United Nations Programme on HIV/AIDS
- UNEGN** United Nations Group of Experts on Geographical Names
- UNGGIM** Committee of Experts on Global Geospatial Information Management

#### Departments and Offices<sup>9</sup>

- EOSG** Executive Office of the Secretary-General
- DCO** Development Coordination Office
- DESA** Department of Economic and Social Affairs
- DAACH** Department for General Assembly and Conference Management
- DGC** Department of Global Communications
- DHSPC** Department of Management Strategy, Policy and Compliance
- DOS** Department of Operational Support
- DPO** Department of Peace Operations
- DPAP** Department of Political and Peacebuilding Affairs
- DSS** Department of Safety and Security
- OCHA** Office for the Coordination of Humanitarian Affairs

#### Other Offices

- OCT** Office of Counter-Terrorism
- ODA** Office for Disarmament Affairs
- OHCHR** Office of the United Nations High Commissioner for Human Rights
- OIOS** Office of Internal Oversight Services
- OLA** Office of Legal Affairs
- OSOA** Office for Outer Space Affairs
- OSAA** Office of the Special Adviser on Africa
- SRSO/CAAC** Office of the Special Representative of the Secretary-General for Children and Armed Conflict
- SRSO/SVC** Office of the Special Representative of the Secretary-General on Sexual Violence in Conflict
- SRSO/VAC** Office of the Special Representative of the Secretary-General on Violence Against Children

#### Research and Training

- UNICRI** United Nations Interregional Crime and Justice Research Institute
- UNIRISD** United Nations Research Institute for Social Development

- UNDRR** United Nations Office for Disaster Risk Reduction
- UNODC**<sup>1</sup> United Nations Office on Drugs and Crime
- UNOG** United Nations Office at Geneva
- UN-OHRLS** Office of the High Representative for the Least Developed Countries, Landlocked Developing Countries and Small Island Developing States
- UNON** United Nations Office at Nairobi
- UNOPF** United Nations Office for Partnerships
- UNOV** United Nations Office at Vienna

#### Specialized Agencies<sup>1,5</sup>

- FAO** Food and Agriculture Organization of the United Nations
- ICAO** International Civil Aviation Organization
- IFAD** International Fund for Agricultural Development
- ILO** International Labour Organization
- IMF** International Monetary Fund
- IMO** International Maritime Organization
- ITU** International Telecommunication Union
- UNESCO** United Nations Educational, Scientific and Cultural Organization
- UNIDO** United Nations Industrial Development Organization
- UNWTO** World Tourism Organization
- UPU** Universal Postal Union
- WHO** World Health Organization
- WIPO** World Intellectual Property Organization
- WMO** World Meteorological Organization
- WORLD BANK GROUP**<sup>7</sup>
  - IBRD** International Bank for Reconstruction and Development
  - IDA** International Development Association
  - IFC** International Finance Corporation

#### Notes:

- Members of the United Nations System Chief Executives Board for Coordination (CEB).
- UN Office for Partnerships (UNOP) is the UN's focal point vis-à-vis the United Nations Foundation, Inc.
- IAEA and OPCW report to the Security Council and the General Assembly (GA).
- WTO has no reporting obligation to the GA, but contributes on an ad hoc basis to GA and Economic and Social Council (ECOSOC) work on, inter alia, finance and development issues.
- Specialized agencies are autonomous organizations whose work is coordinated through ECOSOC (intergovernmental level) and CEB (inter-secretariat level).
- The Trusteeship Council suspended operation on 1 November 1994, as on 1 October 1994 Palau, the last United Nations Trust Territory, became independent.
- International Centre for Settlement of Investment Disputes (ICSID) and Multilateral Investment Guarantee Agency (MIGA) are not specialized agencies in accordance with Articles 57 and 63 of the Charter, but are part of the World Bank Group.
- The secretariats of these organs are part of the UN Secretariat.
- The Secretariat also includes the following offices: The Ethics Office, United Nations Ombudsman and Mediation Services, and the Office of Administration of Justice.
- For a complete list of ECOSOC Subsidiary Bodies see [un.org/ecosoc](http://un.org/ecosoc).

This Chart is a reflection of the functional organization of the United Nations System and for informational purposes only. It does not include all offices or entities of the United Nations System.

# Secretariat

Secretary-General	Yamini Tumu
Deputy Secretary General	Chanakya Gutta
Director General	Sriram Lanka
Charge' D Affairs	Yutika Kumar
Chief of Staff	Venkata Kashvi Mandalapu
Under-Secretary-General of Policy	Rujula Yanamandra
Under-Secretary-General of Policy	Rishika Agrawal
Under-Secretary-General of Delegate Affairs	Siddharth Gumma
Under-Secretary-General of Delegate Affairs	Aarna Rahul Joshi
Under-Secretary-General of Logistics	Kushaal Reddy Aramati
Under-Secretary-General of Logistics	Aarushi Mohindru
Under-Secretary-General of Hospitality	Chilukuri Nainika Reddy
Head of Organizing Committee	Tavishi Saha
Head of Organizing Committee	Sriratna Mauktika Hasini
Under-Secretary-General of Technology	Ayush Bhatt
Under-Secretary-General of Design	Thwisha Munjampally
Under-Secretary-General of Design	Michelle Jose
Under-Secretary-General of Conference Affairs	Podisetty Sanjana Kalyani
Under-Secretary-General of Marketing	Samiksha Reddy Nandineni
Under-Secretary-General of Marketing	Stephen Arya
Under-Secretary-General of Photography	Tishya Tushar Mukarji

# Committees

1. **United Nations Security Council (UNSC):** UNSC is one of the principal organs of the UN, established for the maintenance of international peace and security. Under the Charter of the UN, all Member States are obligated to comply with Council decisions. The Security Council determines the existence of a threat to the peace or an act of aggression and attempts to settle disputes by peaceful means.
2. **United Nations Human Rights Council (UNHRC):** UNHRC is an intergovernmental body within the United Nations system responsible for strengthening the promotion and protection of human rights around the world. They deliberate upon situations where human rights have been violated and work towards aiding those in need.
3. **All India Political Party Meet (AIPPM):** AIPPM is a meeting that allows the diverse political groups of India to reach a consensus on decisions of national importance before the Parliament sessions begin. The purpose of the forum is to provide better insights into national issues. This committee aims to delve into various matters, discussing solutions and representing the diversity in thought and community in our country.
4. **The Economic and Financial Committee (ECOFIN):** ECOFIN, is the second committee of the United Nations General Assembly. This committee addresses issues related to economic growth, sustainable development, globalization and eradication of poverty. It discusses policies and solutions for various matters in the financial and economic sphere.
5. **Indian Premier League (IPL):** IPL oversees India's premier Twenty20 cricket league. It manages ten teams representing different cities, ensuring a blend of sportsmanship and economic viability. IPL tackles various challenges including security, economic fluctuations, and ethical considerations, while innovating to maintain the league's integrity. As a pivotal entity in Indian cricket, IPL shapes the sport's future amidst a global landscape.
6. **Futuristic Continuous Crisis Committee (FCCC):** FCCC is a distinct simulation diverging from traditional United Nations committees. Centered on speculative future



crises, the committee challenges the delegates to devise innovative and potentially contentious solutions. Participants act as pioneers in shaping future dynamics, navigating complex global interactions and consequences. Beyond simulation, this committee aims to redefine crisis management and global governance by stretching the limits of diplomatic imagination.

7. **United Nations Commission on Narcotic Drugs (UNCND):** UNCND is one of the functional commissions of the Economic and Social Council of the UN, and is the central narcotic drug policy-making body within the UN System. The commission supervises the international efforts to control the use and movement of narcotics and psychotropic substances while assisting the ECOSOC in overseeing the implementation of international drug control treaties.
8. **The Legal Committee:** Legal Committee is the sixth committee of the United Nations General Assembly. This committee initiates studies and makes recommendations encouraging the progressive development of international law and its codification. It also considers matters related to accountability and internal justice, drug control, crime prevention, and international terrorism.
9. **International Press (IP):** IP serves as the media arm of an MUN, reporting on the activities and developments throughout the event. Journalists representing various press agencies actively observe and document the proceedings, capturing moments, conducting interviews, and gathering information from various committees.

# Conference Policies

## Dress Code Policy

DPSHMUN'24 strives to ensure professionalism in all aspects of the conference, hence delegates are expected to adhere to a dress code throughout the 2 days to simulate such an atmosphere. By adhering to a standardized dress code, delegates project credibility, and respect, setting the tone for substantive discussions.

**Day 1: Western Business Attire**

**Day 2: Indian Traditional Attire**

Ripped jeans, cargo pants, hats, caps, skirts with inappropriate length and other indecent clothing are strictly prohibited. Delegates of the All India Political Party Meet (AIPPM) are expected (advised?) w(w to wear Indian Traditional Attire on both days of the conference. Delegates are expected to exercise good sense while interpreting the dress code.

## Language Policy

Cognizant of the lingual diversities amongst the delegates attending the conference, English will be the only official and working language of the conference.

## Electronic Devices Policy

In order to ensure fair competition and productive debate, usage of the Internet is strictly prohibited during committee proceedings. Delegates are permitted to bring digital devices solely for the purpose of accessing their pre-downloaded content and research materials. The internet can only be accessed with the due permission of the Executive Board.

## Awards Policy

DPSHMUN'24 aims to ensure that each delegate has a rewarding and educational experience. The conference fosters the necessary conditions for a student to enhance their skills in international relations, diplomacy, public speaking and collaboration. However, we value the contribution exhibited by delegates in exemplary ways. Hence awards and special recognition are provided to such delegates during the closing ceremony.

Given the variations in the committee structures and Executive Board members, awards structure and policy may defer from committee to committee. However basic criteria that would be followed includes:

1. Attendance and activeness in committee;
2. Adherence to all DPSHMUN'24 policies and Rules Of Procedure;

3. Ability to develop and convey comprehensive and actionable solutions, both orally and in written form;
4. Exhibition of analytical and understanding skills with regard to the intricacies of the agenda;
5. Ability to effectively pursue, lobby and negotiate with fellow delegates through convincing and sensible arguments;
6. Effectiveness in resolution writing and debate.

### Plagiarism Policy

At the very core, DPSHMUN aims to nurture and provide a platform for the new generation to enhance their creativity and ingenuity in providing solutions to global problems. Hence, any infringement upon such principle through forms of plagiarism will not be tolerated.

Delegates are expected to ensure that all materials submitted to the committee staff before and during the conference are their original work. They also must consistently exercise caution in differentiating their ideas and knowledge from information obtained from external sources. This can be achieved through the appropriate citation of all quoted and paraphrased material. Delegates are in any doubt regarding the same many consult any of their EB members, Conference Heads and/or Under-Secretary-General before the work is prepared or submitted.

Plagiarism can take many forms, including:

- **Verbatim plagiarism:** Employing the language of an external source or fellow delegate without appropriate acknowledgement or citation.
- **Insufficient paraphrase:** Modifying the concepts of an external source or fellow delegate without giving credit to the source of those concepts.
- **Duplication of material:** Presenting written materials that have been previously utilized in an academic or extracurricular context or a different UN committee.

Any delegates suspected of committing an act of plagiarism will be subject to an investigation and necessary disciplinary action would be taken. All verbal and non-verbal formally presented in the committee will be put through a sophisticated plagiarism program. Neglecting to report instances of plagiarism that are known may result in facing the same consequences as actively engaging in plagiarism.

## General Powers of the Committee Staff

At DPSHMUN Committee Staff would consist of: Executive Board members, Organising Committee members, Photographers and Reporters. The International Press may exercise their free and fair right to publish any material that lies within the scope of this conference. The Committee Staff is responsible, accountable and answerable to the Secretariat at all times.

### **The Executive Board**

- Will be responsible, accountable and answerable to the Secretariat at all points during the conference,
- May exercise their discretion on directing the flow of debate but such actions are subject to Appeals.
- Is empowered to Rule of Point of Order, accord the right to speak, announce decisions, rule on all points and motions and enforce the observance of these conference policies and Rules of Procedure.

Delegates are free to appeal any decision made by the Chair. Appeals are to be sent to the Executive Board through anonymous chits. Such chits are immediately forwarded to the Secretary-General. Ruling on appeals falls under the effective jurisdiction of the Secretary-General.

## Delegate Code of Conduct

- Delegates are expected to follow the basic code of conduct and disciplinary norms of Delhi Public School at all times.
- Willful damage to and misuse of any public or private property will not be tolerated. The preparator will be held responsible, both legally and financially.
- Food and beverages apart from water are not permitted in any committee sessions.
- The usage of music players and any other digital communication devices is strictly prohibited.
- Usage of tobacco products, possession of any alcoholic beverages, and the usage of legal and illegal drugs not in accordance with a creditable prescription are forbidden.
- Delegates are responsible for their assets and valuables.
- Weapons of any kind and items that could cause injury or damage to participants and/or their property are strictly forbidden.
- No participant should be subject to discrimination, physical and/or mental abuse on the grounds of nationality, race, religion, age, colour, creed, ethnic origin, physical attributes, disability, gender, gender identity or sexual orientation. If such instances are reported,

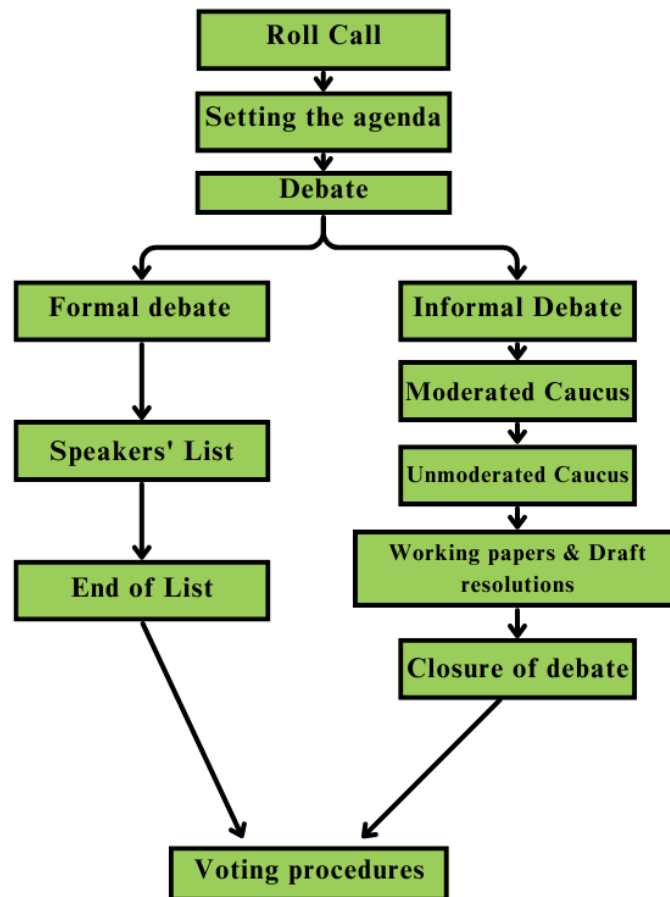
appropriate disciplinary action will be taken against the preparator. Failure to comply with the said rules would result in disciplinary action and expulsion from the conference.





# Flow of Debate

The flow of debate in a Model United Nations (MUN) refers to the structured progression of discussions and speeches within a committee session. It involves the orderly exchange of ideas, arguments, and proposals among delegates on the agenda topics, with the aim of reaching a consensus or passing resolutions. The flow of debate typically follows a specific order, which is given as follows:



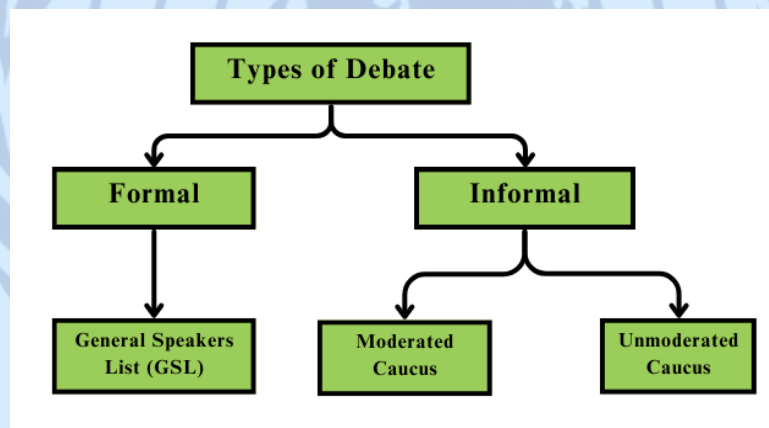
# Rules of Procedure Governing Debate (ROP)

**Roll Call:** Each committee session begins with a roll call initiated by the *Executive Board (EB)*, which is similar to the attendance taken by a teacher at school, to establish the number of delegates that are present and participating, also known as the *Quorum*.

Delegates may respond with either “Present” or “Present and Voting”. Delegates who respond “Present and Voting” lose their right to abstention. Those who answer “Present” may change their stance on the 2nd day, but those who answer “Present and Voting” may not.

**Types of Debate:** The debate process is divided into 2 types: Formal and Informal debate. Each type of debate has its own specific purpose and role in the flow of debate, and the committee moves between the two types as needed.

The formal debate takes the form of long, formal speeches and allows one to address the committee as a whole, taking a broad perspective of the agenda. On the other hand, the informal debate takes the form of short, focused engagements with other delegates and allows one to address only specific parts of the agenda, as well as to draft resolution documents and other paperwork.



- 1. Formal:** Formal debate comprises a *General Speakers List (GSL)*. A GSL is a physical list of the order of speakers. It does not have a specific topic; delegates may choose to employ their speeches in GSL towards different outcomes, depending on the progress of the committee.

A motion is raised at the beginning of the Committee to establish the GSL in order to discuss the agenda that has been set. It can be set to either 60, 90, or 120 seconds, but can be changed later. Once a motion to establish the General Speakers List is passed, the EB will be looking for speakers for said list. A delegate can be added to the list by raising their placard or sending a note to the EB.

Delegates may speak an unlimited number of times through the GSL but cannot be added to the list more than once. The General Speakers List is inexhaustible. If the list is exhausted and no other delegates wish to be added, the committee immediately moves into the voting procedure on any draft resolutions that have been introduced. Speaking on the GSL is completely optional and no delegate will be forced to make such a speech. If there is any time remaining once a delegate concludes their speech, they must yield the remaining time.

The remaining time may be yielded to the following:

1. Yield to the Executive Board (Time is absorbed or used at the discretion of the EB)
2. Yield to Points of Information (To entertain questions from other delegates)
3. Yield to another delegate (Allocates time for another delegate to speak)
4. Yield to Comments (To entertain comments on the speech made by the delegate)

*Points may not be raised upon Yields*

2. **Informal:** Informal debate enables a quick exchange of ideas through an open-discussion format of debate. Informal debate is conducted in 2 forms: Moderated Caucus and Unmoderated Caucus.

- a. **Moderated Caucus:** In a Moderated Caucus delegates are allowed to make short and focused arguments on specific topics of the agenda, for a specific period of time, which is considerably shorter than the GSL.

A delegate may raise a motion while the GSL is open to temporarily suspend formal debate and enter a moderated caucus. A motion to enter a moderated caucus must include a topic, total duration, and individual speaker time. A delegate cannot yield their remaining time in a moderated caucus.

- b. **Unmoderated Caucus:** Unmoderated caucus, as the name suggests, does not have a formal structure. During an unmoderated caucus, delegates are free to move around the committee for a pre-specified period of time, during which they can choose to engage in one-on-one discussions, have group conversations, build consensus on the flow or direction of the committee and draft any paperwork.

Delegates may speak without formal recognition from the Executive Board and move around freely in committee in an unmoderated caucus. A delegate may raise a motion while the GSL is open to temporarily suspend formal debate and enter an unmoderated caucus.

**Motions and Points:** Motions and Points are a system to manage committee proceedings in an MUN and allow delegates to direct the flow of debate, communicate with the EB, and express any discomfort.

**Motions:** Motions, so called because they move in the committee from one part of the flow of debate to another, are an expression of the committee's will to engage in a particular type of debate or session. All motions must be voted upon by the entire committee, and only if the required majority vote in favor of the motion, it is passed and executed. Else, the motion is deemed to have failed and new motions are considered. All motions are voted on in the order of the most to the least disruptive when more than one motion has been proposed. Motions must include certain details and verbatim in order to be considered.

**Points:** Points allow delegates to ask questions, express discomfort, and communicate with the EB. Points are not voted upon and are usually given precedence over motions. They are of four types:

1. **Point of Inquiry** is raised by a delegate when they wish to ask a question regarding the procedure or proceedings of the committee. Points of Inquiry may not interrupt a speaker and are answered by the Executive Board.
2. **Point of Order** is raised by a delegate when they believe the dais has made a procedural error. It may also be raised to point out factual inaccuracies in statements made by other delegates.
3. **Point of Personal Privilege** is raised by a delegate to express their personal discomfort. Only this Point can interrupt a speaker. Grievances such as the temperature of the room or the inability to hear a speaker can be brought up using this Point.
4. **Point of Information** is raised when a delegate has a question for a speaker during a formal debate. Points of Information can be raised in informal debate through chits.

If a point is valid the EB will respond with the appropriate action.

**Chits:** Chits are a mode of non-verbal communication used between delegates during formal sessions. Informal chits may be sent to another delegate directly by mentioning the sender and recipient only. Formal chits that require the attention of the EB may be sent to another delegate via the Executive Board. Chits are passed between delegates and the Executive Board by Organizing Committee members.

**Right of Reply:** Right of Reply may be raised by a delegate who feels that their national integrity or sovereignty has been contested. The Executive Board shall inform the Secretariat of the circumstances surrounding the Right of Reply and rulings on the matter are not subject to appeal.

**Appeal to the Executive Board's Decision:** A delegate may appeal a decision made by the Executive Board if they feel an incorrect ruling has been made. The appeal will be taken to the

Secretariat, who will rule on the matter. Exclusively, appeals are to be submitted through the use of chits.

**Resolution:** A resolution is the main outcome document of the UN and MUN. It is essentially a document that lists various solutions and undertakings towards solving or addressing a particular issue or problem and usually includes information about measures that Member States can/must take in that regard. The resolution guides the work of the UN, its agencies and Member States, and as such, has extreme importance. A resolution before being passed through a voting procedure is known as a *Draft Resolution*. They are assigned numbers based on the order that they were received by the EB.

Resolutions have a particular format and are divided into 2 sections: the preambulatory clauses and the operative clauses.

1. **Preambulatory Clauses** of a resolution provide context and help interpret the rest of the document. All the preambulatory clauses begin with a pre-approved clause word. These clauses serve to justify solutions proposed in the resolution and do not call upon or take action themselves. They are not numbered and always end with a comma.

*List of Preambulatory Phrases:*

<i>Affirming</i> <i>Alarmed by</i> <i>Approving</i> <i>Aware of</i> <i>Bearing in mind</i> <i>Believing</i> <i>Cognizant of</i> <i>Confident</i> <i>Contemplating</i> <i>Convinced</i> <i>Declaring</i> <i>Deeply concerned</i> <i>Deeply conscious</i> <i>Deeply convinced</i> <i>Deeply disturbed</i> <i>Deeply regretting</i> <i>Desiring</i> <i>Emphasizing</i> <i>Expecting</i> <i>Expressing its appreciation</i> <i>Expressing its satisfaction</i> <i>Fulfilling</i> <i>Fully alarmed</i> <i>Fully aware</i> <i>Fully believing</i>	<i>Guided by</i> <i>Having adopted</i> <i>Having considered</i> <i>Having considered further</i> <i>Having devoted attention</i> <i>Having examined</i> <i>Having heard</i> <i>Having received</i> <i>Having studied</i> <i>Keeping in mind</i> <i>Noting further</i> <i>Noting with approval</i> <i>Noting with deep concern</i> <i>Noting with regret</i> <i>Noting with satisfaction</i> <i>Observing</i> <i>Reaffirming</i> <i>Realizing</i> <i>Recalling</i> <i>Recognizing</i> <i>Referring</i> <i>Seeking</i> <i>Taking into account</i> <i>Taking note</i> <i>Viewing with appreciation</i>
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	<i>Welcoming</i>
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2. **Operative Clauses** consist of actionable ideas, directives and undertakings towards solving the problem/issues/agenda at hand. They are the main substance of a resolution. All the operative clauses begin with a pre-approved clause word. They are numbered and end with semicolons. Only the last operative clause in a resolution should end with a period. Sub-clauses are indicated by a lowercase letter and sub-sub clauses are indicated by Roman numerals.

*List of Operative Phrases:*

<i>Accepts</i>	<i>Further proclaims</i>
<i>Affirms</i>	<i>Further recommends</i>
<i>Approves</i>	<i>Further reminds</i>
<i>Authorizes</i>	<i>Further requests</i>
<i>Calls for</i>	<i>Further resolves</i>
<i>Calls upon</i>	<i>Has resolved</i>
<i>Condemns (SC only)</i>	<i>Notes</i>
<i>Confirms</i>	<i>Proclaims</i>
<i>Congratulates</i>	<i>Reaffirms</i>
<i>Considers</i>	<i>Recommends</i>
<i>Declares accordingly</i>	<i>Regrets</i>
<i>Demands (SC only)</i>	<i>Reminds</i>
<i>Deplores</i>	<i>Requests</i>
<i>Designates</i>	<i>Resolves</i>
<i>Draws attention</i>	<i>Solemnly affirms</i>
<i>Emphasizes</i>	<i>Strongly condemns</i>
<i>Encourages</i>	<i>Supports</i>
<i>Endorses</i>	<i>Takes note of</i>
<i>Expresses its appreciation</i>	<i>Trusts</i>
<i>Expresses its hope</i>	<i>Urges</i>
<i>Further invites</i>	<i>Welcomes</i>

**Sponsors:** Sponsors are delegates who have contributed to Draft Resolutions substantively. They are the principal authors of the document and agree with its substance.

**Signatories:** Signatories are delegates who may or may not agree with the substance present in a document, but still wish to see it debated and discussed in committee. A certain percentage of the committee must be signatories for a document to be accepted. Signatories may propose amendments for a Draft Resolution.

**Amendments:** If a delegate wishes to improve/amend a Draft Resolution, they may

propose an amendment. On the basis of the action that the amendment is taking, there are three types of amendments:

1. **Addition amendment** allows for the addition of a new clause to the resolution
2. **Deletion amendment** allows for the deletion of a particular clause from the resolution
3. **Modification amendment** allows for the modification of a particular clause from the resolution

On the basis of the nature of the amendment, as deemed by the sponsors, there are two types of amendments.

1. **Friendly Amendments** are those that are considered friendly by the Sponsors who agree that the amendment should be made to the document without debate.
2. **Unfriendly Amendment** is an amendment that is considered unfriendly by even one of the Sponsors as they believe it should not be incorporated into the document. Unfriendly amendments are put to vote and if a majority of the committee is in favor of the amendment, it is incorporated into the document despite the disapproval of the Sponsors.

**Working Papers:** The first stage of a resolution is in the form of a Working Paper. Working Papers consist of solutions in no particular format. The committee discusses the Working Papers and subsequently moves to create Draft Resolutions. Working papers are concrete in that they are relatively formal, yet they are also flexible because the format of resolutions does not bind them. They are usually rougher versions of resolutions and help to focus discussion on certain aspects of the entire topic at hand

**Voting:** The UN being a democratic organization undertakes any and all decisions through a popular vote, in which each Member State gets an equal and singular vote. Voting Procedures are classified into two:

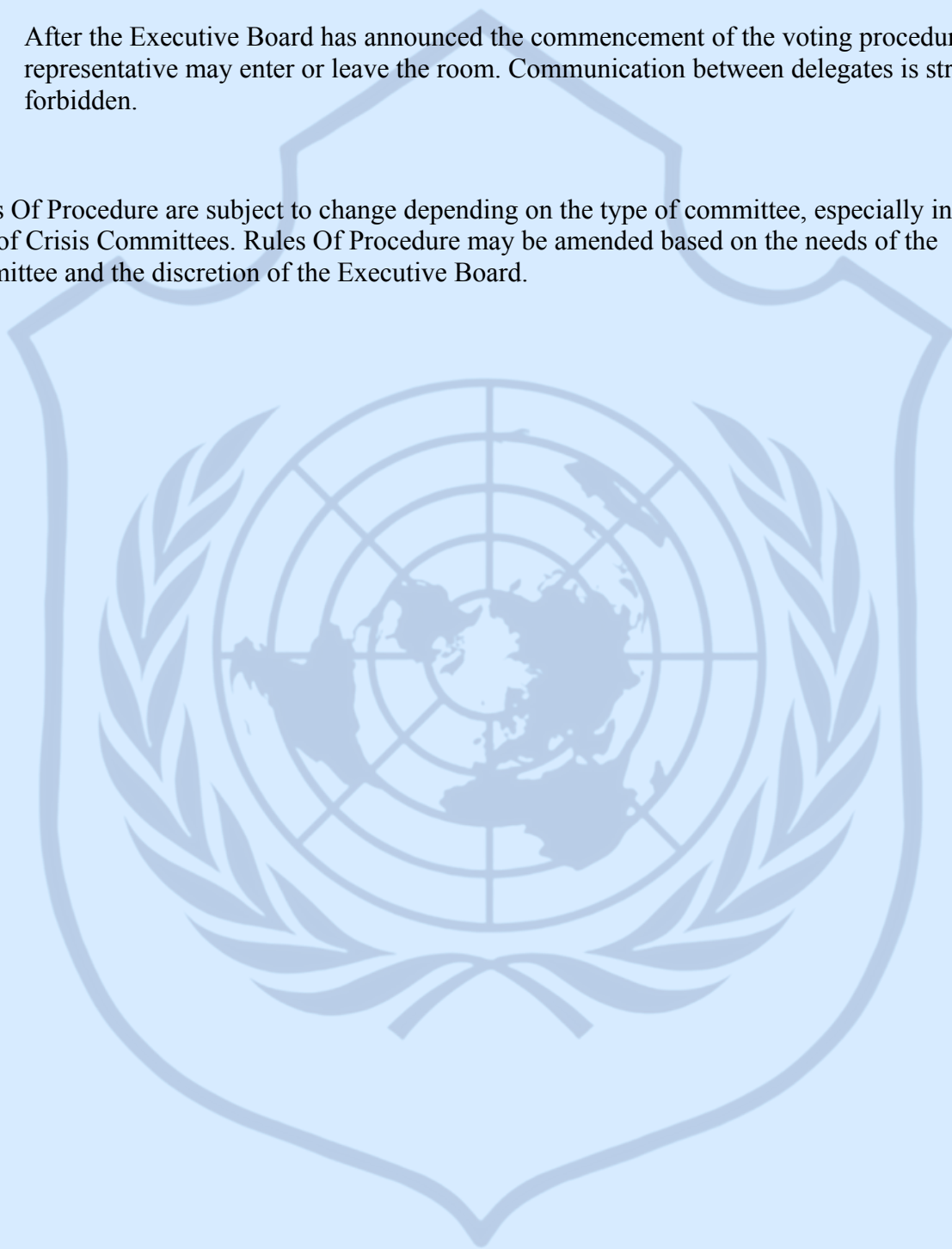
1. **Procedural Voting** refers to voting on procedural matters like motions. On procedural motions, members cannot pass or abstain from the vote.
2. **Substantive Voting** refers to voting on substantive matters like the resolution, and amendments. Observing nations and non-governmental organizations (NGOs) cannot vote on substantive matters.

Each vote may be a Yes, No, Abstain or Pass. If a delegate votes to Pass, it means they will be skipped from the order but will be required to vote at the end. Usually, a delegate will vote to Pass in case they are waiting to see how some other delegate votes before deciding their own vote. If a delegate votes to Abstain, it means that they will be skipped from the vote altogether, and they will not be counted in the total number of voters. Usually, a delegate will vote to abstain in case they hold a neutral position in the debate, or in case they are unable to show their support or opposition due to political motives.

Countries who have answered “Present and Voting” may not abstain in Substantive Voting. Notably, if a delegate passes on the first round, then they must vote either yes or no in the next round.

After the Executive Board has announced the commencement of the voting procedure, no representative may enter or leave the room. Communication between delegates is strictly forbidden.

Rules Of Procedure are subject to change depending on the type of committee, especially in the case of Crisis Committees. Rules Of Procedure may be amended based on the needs of the committee and the discretion of the Executive Board.



# Verbatim Sheet for Important Motions

## **Setting of Agenda:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to set the agenda to the topic \_\_\_\_\_ (topic).

## **Establishing the GSL:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to establish the general speakers list with an individual speaker's time of \_\_\_\_\_ (time, 60/90/120 seconds).

## **Moving into a Moderated caucus:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to suspend formal debate and move into a moderated caucus on the topic \_\_\_\_\_ for a total time period of \_\_\_\_\_ (minutes) with individual speaker's time set as \_\_\_\_\_ (seconds). (The individual speaker's time in a moderated caucus must be lesser than the individual speaker's time in the General Speaker's List)

## **Moving into an Unmoderated Caucus:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to suspend formal debate and move into an unmoderated caucus for \_\_\_\_\_ (time).

## **Extension of informal debate:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to extend the current moderated/unmoderated caucus for \_\_\_\_\_ (time). [Extension must be half or less than half of the total time period of the moderated/unmoderated caucus]

## **Introducing documentation:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to introduce a draft resolution/press statement/presidential statement \_\_\_\_\_ (number)

## **Voting on the introduced document:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to table formal debate and move into voting procedure on \_\_\_\_\_ (document name and number).

## **Suspending session:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to suspend the committee session.

## **Adjourning session:**

The delegate of \_\_\_\_\_ (your portfolio) would like to raise a motion to adjourn the committee session.

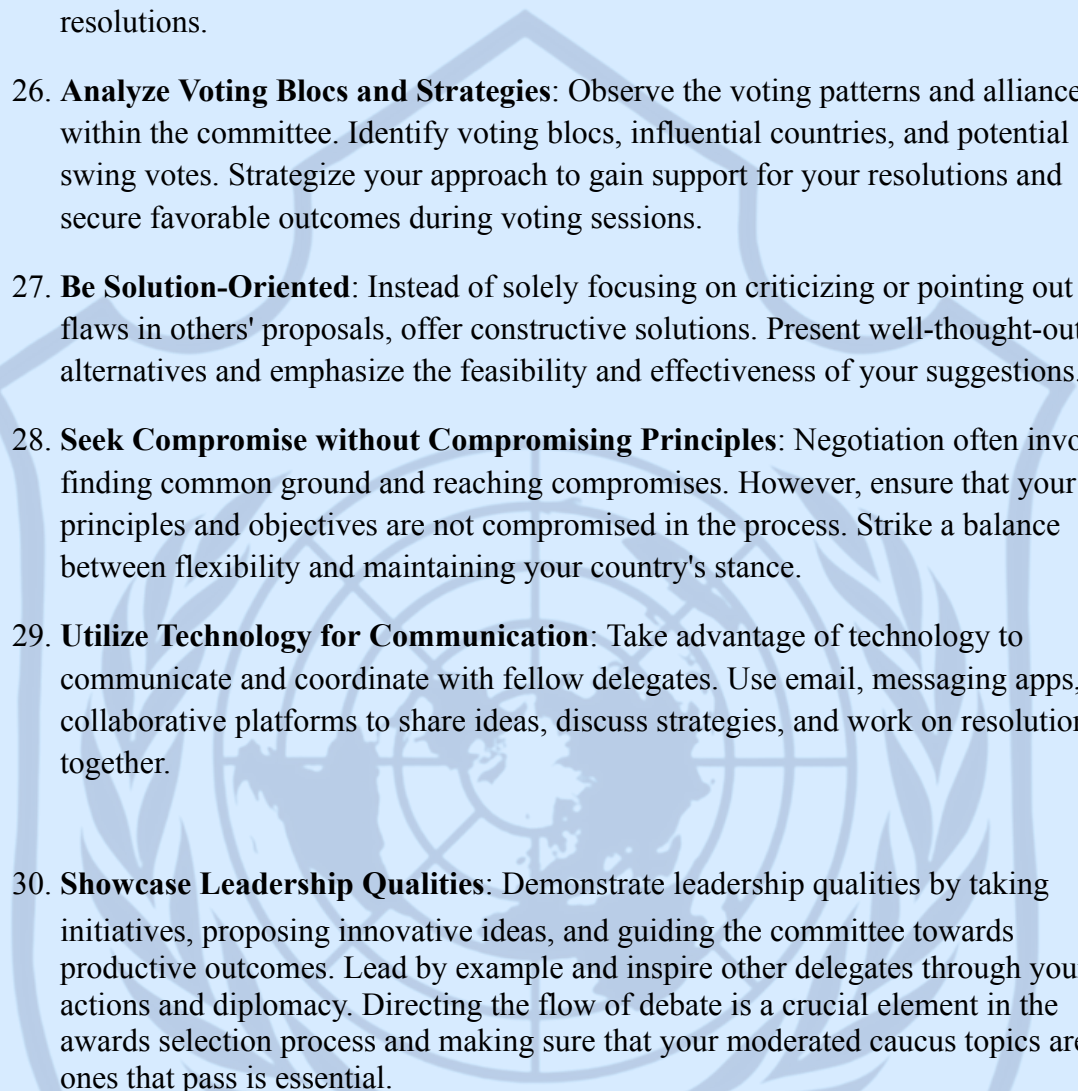
# Tips & Tricks to Secure Awards at DPSHMUN 2024

1. **Research:** Thoroughly research the topic, the country you're representing, and the position your country holds on the issue. Understand the historical background, current policies, and relevant international treaties or agreements. Knowing your country's stance on the agenda is key to making an impact in committee sessions.
2. **Understand the Rules of Procedure:** Familiarize yourself with the rules and procedures of the conference. This includes knowing how to make points of order, motions, and resolutions, as well as understanding the speaking time limits and the structure of debate. Being able to understand the actions taken in committee and even direct the flow of debate yourself is essential to earning recognition. *The Secretariat of DPSHMUN'24 will be hosting sessions and sharing resources to familiarize the delegates with the ROP to be followed in the conference.*
3. **Take Initiative:** Be proactive during the conference. Speak early and frequently to establish yourself as an engaged delegate. Contribute constructively to the debate, propose ideas, and collaborate with other delegates to build consensus. A thorough understanding of the agenda and discussions taking place is crucial to being completely engaged in the committee.
4. **Develop Strong Public Speaking Skills:** Practice your public speaking skills to effectively communicate your ideas. Speak clearly, confidently, and concisely. Use persuasive language and logical arguments to convince others of your viewpoint. You can enhance your public speaking skills before the conference by practicing the delivery of your research in the form of timed speeches.
5. **Build Coalitions:** Diplomacy and negotiation are crucial in MUN conferences. Seek opportunities to form alliances and build coalitions with like-minded delegates who share similar interests or goals. Together, you can draft resolutions and garner support. Teamwork is one of the most important elements of a MUN conference.
6. **Be Diplomatic and Respectful:** Remember that MUN conferences simulate real diplomatic negotiations. Treat other delegates with respect, even if you disagree with their positions. Diplomatic language and behavior will help you build positive relationships and increase your influence.



7. **Write Resolutions Effectively:** Master the art of resolution writing. Craft well-structured, clear, and concise resolutions that address the issue at hand. Make sure your resolution is practical and feasible, with specific actions and solutions. *The Secretariat of DPSHMUN'24 will be sharing resources with delegates in order to establish a deeper understanding of resolution writing*
8. **Listen and Adapt:** Actively listen to the arguments and perspectives of other delegates. Be open to new ideas and willing to adapt your position if necessary. Showing flexibility and compromise can help you gain support and find common ground.
9. **Be Knowledgeable About Current Events:** Stay updated on current global affairs and relevant news. This knowledge can be valuable during informal discussions, lobbying and questioning of other delegates.
10. **Practice Time Management:** MUN conferences can be fast-paced, and it's important to manage your time effectively. Use your speaking time wisely, prioritize your interventions, and make strategic decisions about when to negotiate, lobby, or take a more active role.
11. **Research Other Countries' Positions:** Understanding the positions of other countries is as important as knowing your own. Research the policies, historical stances, and cultural contexts of other nations in your committee. This knowledge will enable you to anticipate arguments, identify potential allies, and devise effective strategies.
12. **Analyze Committee Dynamics:** Observe the dynamics within your committee. Identify influential delegates, power dynamics, and emerging blocs. Understanding these dynamics will allow you to strategically align yourself and build alliances.
13. **Utilize Effective Note-Taking:** Take diligent notes during committee sessions. Jot down key arguments, proposals, and relevant information shared by other delegates. Organize your notes in a way that allows you to recall important details when needed. Utilizing chits to question other delegates is another effective way of earning recognition and establishing yourself as a skilled diplomat.
14. **Focus on Substance:** While eloquence and public speaking skills are important, substance should be your primary focus. Ensure that your arguments are well-reasoned, backed by evidence, and address the core issues of the topic at hand.
15. **Pay Attention to the Chair:** Respect the authority of the committee chair and adhere to their instructions. Observe the chair's cues and adapt your speaking style and approach accordingly. A positive rapport with the chair can positively impact your experience in the conference.

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16. **Participate in Pre-Conference Training:** DPSHMUN'24 offers pre-conference training sessions and workshops. Participate in these sessions to gain valuable insights, learn from experienced delegates, and refine your skills.
  17. **Pay Attention to Detail:** Small details can make a difference in MUN conferences. Ensure your written documents, such as position papers and resolutions, are error-free and well-formatted. Presenting your ideas in a polished and professional manner can help you stand out.
  18. **Develop a Strong Opening Statement:** Grab the attention of the committee from the start by delivering a powerful opening statement. Clearly state your country's position, highlight key points, and establish your credibility as a delegate.
  19. **Enhance your Knowledge of International Law:** Familiarize yourself with relevant international treaties, conventions, and legal frameworks related to your committee's topic. Citing legal principles and precedents can strengthen your arguments and lend credibility to your position.
  20. **Be Prepared for Counterarguments:** Anticipate potential counterarguments and prepare compelling responses. Understand the perspectives of other delegates and be ready to address their concerns and challenges with well-reasoned and persuasive counterpoints.
  21. **Develop Strong Questioning Skills:** Master the art of asking thought-provoking and insightful questions. Use questions strategically to challenge other delegates' positions, gather information, or redirect the debate towards your preferred direction.
  22. **Understand the Implications of Economic Factors:** Recognize the economic implications of the topic under discussion. Analyze the financial aspects, economic consequences, and potential incentives for different countries. This will strengthen your arguments and provide a holistic perspective.
  23. **Develop Expertise in Committee-Specific Knowledge:** If you are participating in a specialized committee (such as the Security Council or the World Health Organization), familiarize yourself with the committee's mandates, procedures, and specific challenges. Tailor your approach accordingly.
  24. **Take Advantage of Unmoderated Caucuses:** Unmoderated caucuses provide an opportunity for informal discussions and negotiations. Utilize this time to build relationships, form alliances, and draft resolutions collaboratively with like-minded delegates.

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25. **Develop Persuasive Lobbying Skills:** Lobbying plays a significant role in MUN conferences. Engage in one-on-one or small group discussions with other delegates to present your arguments, address concerns, and seek support for your ideas or resolutions.
26. **Analyze Voting Blocs and Strategies:** Observe the voting patterns and alliances within the committee. Identify voting blocs, influential countries, and potential swing votes. Strategize your approach to gain support for your resolutions and secure favorable outcomes during voting sessions.
27. **Be Solution-Oriented:** Instead of solely focusing on criticizing or pointing out flaws in others' proposals, offer constructive solutions. Present well-thought-out alternatives and emphasize the feasibility and effectiveness of your suggestions.
28. **Seek Compromise without Compromising Principles:** Negotiation often involves finding common ground and reaching compromises. However, ensure that your core principles and objectives are not compromised in the process. Strike a balance between flexibility and maintaining your country's stance.
29. **Utilize Technology for Communication:** Take advantage of technology to communicate and coordinate with fellow delegates. Use email, messaging apps, or collaborative platforms to share ideas, discuss strategies, and work on resolutions together.
30. **Showcase Leadership Qualities:** Demonstrate leadership qualities by taking initiatives, proposing innovative ideas, and guiding the committee towards productive outcomes. Lead by example and inspire other delegates through your actions and diplomacy. Directing the flow of debate is a crucial element in the awards selection process and making sure that your moderated caucus topics are the ones that pass is essential.

# Important Contacts

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