

# Sathyabama Model United Nations (MUN) Procedural Guide

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## 1. Introduction

Welcome to the Sathyabama Model United Nations (MUN). This guide outlines the procedures and protocols to ensure a structured and effective simulation of United Nations proceedings.

## 2. Points and Motions

### Points:

- Point of Personal Privilege – Raised when a delegate's ability to participate is hindered.
- Point of Order – Raised to address a factual or procedural inaccuracy.
- Point of Inquiry – Raised to ask the Chair about procedural matters.
- Point of Information – Raised in special cases to seek clarification.

### Motions:

- Motion to Set the Agenda – Proposes the order of topics for discussion.
- Motion for Moderated Caucus – Requests a structured debate on a specific sub-topic.
- Motion for Unmoderated Caucus – Requests an informal discussion period.
- Motion to Introduce Draft Resolution – Proposes a draft resolution.
- Motion to Adjourn Meeting – Ends the meeting until the next session.

### 3. Flow of Debate

1. Roll Call: Delegates respond with 'Present' or 'Present and Voting'.
2. Setting the Agenda: Delegates vote on the order of topics.
3. Debate Structure: Includes Formal and Informal debate.
  - Formal Debate follows the General Speakers' List (GSL).
  - Informal Debate includes Moderated and Unmoderated Caucuses.

### 4. Chit System

Delegates may use chits for official communication.

Types of Chits:

1. Point of Inquiry (POI)
2. Point of Order (POO)
3. Substantive Chit

### 5. Rights of Delegates

- Right of Reply – Granted to respond to direct attacks on a delegation's position.

### 6. Draft Resolution Format

Header:

- Sponsors (bold)
- Signatories (bold)
- Agenda (bold)
- The Human Rights Council (italics)

Preambulatory Clauses:

- End with a comma.
- Keywords like 'recalling' should be bold and italicized.

Operative Clauses:

- Must be bold, italicized, and underlined.
- End with a semicolon (;).

## 7. Crisis Committees

Crisis committees simulate rapidly evolving scenarios requiring swift decision-making.

### Crisis Updates

Real-time developments presented to the committee, requiring immediate action.

### Directives

Concise action plans formulated in response to crisis updates.

Format:

- 1. Committee Name
- 2. Date
- 3. Directive Title
- 4. Actionable Clauses Only

### *Sample Directive:*

**\*\*Crisis Committee: Security Council\*\***

**\*\*Date: March 14, 2025\*\***

**\*\*Directive Title: Immediate Deployment to Conflict Zone\*\***

1. Authorizes the deployment of 5,000 UN peacekeeping troops.
2. Orders immediate humanitarian aid distribution.
3. Requests diplomatic negotiations.
4. Mandates daily intelligence briefings.

### Communiqués

Official messages sent to other entities.

Format:

- 1. Sender
- 2. Recipient
- 3. Date
- 4. Subject
- 5. Message Body

### *Sample Communiqué:*

**\*\*Sender: Delegation of France\*\***

**\*\*Recipient: Crisis Staff\*\***

**\*\*Date: March 14, 2025\*\***

**\*\*Subject: Urgent Request for Intelligence Briefing\*\***

The delegation of France formally requests an immediate intelligence briefing regarding recent military movements.

#### **Press Releases**

Public statements issued by delegations to influence the crisis.

#### **Crisis Notes**

Private notes sent to the crisis team to execute covert actions.

#### **Crisis Arcs**

Long-term strategies employed by a delegate to shape the crisis outcome.

### **8. Voting & Amendments**

Types of Amendments:

- Addition
- Deletion
- Modification
- Friendly Amendment
- Unfriendly Amendment

Substantive Voting:

- Vote in favor
- Vote against
- Abstain

### **9. Submission Standards**

- Plagiarism Limit: 15% (checked via Small SEO Tools).
- AI Usage Limit: 5% (checked via ZeroGPT).
- Font: Times New Roman, Size 12
- Line Spacing: 1.5