

Model United Nations

2020

*Conference
Handbook*

Secretary General's Address

Dear Delegates,

I welcome you all to the first edition of the OpenHouse Model United Nations conference. At OHMUN we thrive to give every student the opportunity to interact and communicate with the best of MUNners, develop your personality, learn diplomacy, communicate and negotiate with delegates from all over the country.

In our First Edition, at OpenHouse Model United Nations, we are proud to present to you, seven fascinating committees:

1. United Nations Security Council
2. Historic Security Council
3. World Health Assembly
4. United Nations General Assembly First Committee
5. North Atlantic Treaty Organisation Summit
6. United Nations Office on Drugs and Crime
7. United Kingdom House of Commons

From the apex committee of the United Nations to the lower house of the Parliament of the United Kingdom. In this era of globalization, being globally aware is more important than ever. Also, having fun makes it easier to learn something and that is what we aim to do. The seven committees we are simulating at OpenHouse Model United Nations encompass a wide array of the problems our world deals with today.

I am confident that OpenHouse MUN will not only provide all of you with excellent debate but also holistic development of you as a delegate and a person. Please feel free to contact the OpenHouse Model United Nations Secretariat at **ohmun@openhouse.study** if you have any concerns or queries at any point.

Delegates stay home stay safe and hope for the best.



Pratham Gupta,
Secretary General,
OpenHouse Model United Nations 2020.

Deputy Secretary General's Address

Greetings delegates!

I would like to welcome all of you to the first edition of OpenHouse Model United Nations Conference, OHMUN2020. Model United Nations conferences are something that have helped me develop and grow as a person. In my personal opinion, they cover so much more than simple debating, be it skills like lobbying, diplomacy, etiquette and the skill of negotiation.

While the MUN circuit in and around my city has been changing rapidly over the past few years, many of the things that we started out with, things which are in my opinion, the core of Model UN have lost their essence. We at OpenHouse Model United Nations will try to ensure you get to experience how Model UN committees are ideally meant to operate.

Please feel free to contact the secretariat at any point of time, and we will be more than happy to help you out and take care of any reservations or clarifications you might have. You can also reach out to me personally at pranavchoudhury2002@gmail.com or +919830457479.

Take care and stay safe!



Pranav Choudhury
Deputy Secretary General,
OpenHouse Model United Nations 2020.

The Secretariat

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Deputy Secretary General: Pranav Choudhury (+91 9830457479)

United Nations Security Council

Co-Chairperson: Arjun Guru
Co-Chairperson: Avyayas Bothra
Vice Chairperson: Khushboo Gupta

Historic Security Council

Co-Chairperson: Avyay Tulsiyan
Co-Chairperson: Vatsal Biyani
Rapporteur: Abhay Shekhar

World Health Assembly

Chairperson: Sankalp Verma
Vice Chairperson: Sanjay Chakrawarty
Director: Pranav Bhandari

United Kingdom House of Commons

Chairperson: Arryan Kanodia
Vice Chairperson: Saswato Ray
Rapporteur: Aniroodh Chaudhary

United Nations Office on Drugs and Crime

Chairperson: Babhiravee Goswami
Vice Chairperson: Abhishek Girish
Rapporteur: Aaryaman Jain

NATO Summit

Chairperson: Raunakk Jalan
Vice Chairperson: Aakarsh Bafna
Director: Sahana Siva

General Assembly 1st Committee

Co-Chairperson: Zain Ahmed
Vice Chairperson: Aaryan Magan
Director: Pradyumn Nahata

Dates & Platform:

The conference will be conducted over zoom. The dates are the **20th and 21st of June, 2020.**

Medium of communication:

The medium of communication for the conference shall be English. The delegates may use alternate languages during their speeches if the Chairperson permits it.

General Powers of the Executive Board:

The Chairperson will declare the opening and closing of each meeting and may propose the adoption of any procedural motion to which there is no significant objection. Subject to these rules, the Executive Board will have complete control of the proceedings at any meeting. The Chairperson will direct discussions, accord the right to speak, put questions, announce decisions, rule on points of order, and ensure and enforce the observance of these rules.

A Chairperson may temporarily transfer his/her duties to another member of the Executive Board or of the general Secretariat. The Executive Board may also advise delegations on the course of debate. In the exercise of these functions, the Executive Board will, at all times, be responsible to the Secretary General. In case of a dispute, the decision of the Secretary General will be final and binding.

Rules of Procedure and Committee Proceedings

Quorum:

Quorum for the conference is set at 10% of the members of the committee, rounded to the nearest number. A roll call will be taken as and when the board deems necessary. In case quorum fails, suspension/resumption of committee session shall be at the discretion of the Chairperson.

Roll Call:

Once committee session has begun, the Executive Board shall begin with roll call. The delegates can respond to roll call in the following two ways:

- Present - A delegate who responds with "Present" may abstain from any substantive voting during the conference. However, he or she may not abstain from procedural voting.
- Present and Voting - A delegate who responds with "Present and Voting" cannot abstain from any substantive or procedural voting during the conference.

No delegate should try to change his voting preference at any point of the conference after the roll call has been conducted. The decision of the Executive Board in this regard shall be final and binding.

Motions:

1. Motion to Open/Suspend/Adjourn Debate

Motion to open debate is the first motion any delegate can raise to commence the committee session. Motion to suspend debate is used to break committee session on the first and second day and/or before lunch and tea. Motion to adjourn debate is used to end committee session on the third day.

2. Motion to Set the Agenda

After the Motion to Open Debate, delegates are expected to set the agenda via a Motion to Set the Agenda. This is necessary **only** if the committee has **more than one agenda** to deliberate upon. If the committee entirely lacks consensus on the agenda they wish to proceed with, the Executive Board, at their discretion, may permit a two-for-two-against debate to help gather consensus on the agenda.

3. Motion to move into the General Speakers' List:

A General Speakers' List is open throughout the entire duration of the formal session once it is opened through this motion. It consists of statements, typically of one minute and thirty seconds, by the various delegates on their stance and position on the pre-determined agenda. Once a delegate raises a motion to move into the General Speakers' List, the Executive Board will recognize speakers for the same. The delegate who raises the motion is automatically the first speaker on the list.

4. *Motion to move into a Moderated Caucus:*

A moderated caucus is a formal discussion on a sub-topic pertaining to the agenda, as raised by the delegate concerned.

For example, in the East Asia Summit discussing maritime piracy and armed robbery, a typical moderated caucus motion might be as follows:

The Delegate of Brunei raises a motion to move into a moderated caucus for a total time of ten minutes, with an individual speaker's time of one minute on the topic: Effect of piracy and armed robbery on maritime trade.

5. *Motion to move into an Un-Moderated Caucus:*

A motion to move into an un-moderated caucus is a motion that suspends formal debate and allows delegates to discuss ideas freely and informally in the committee room. The purpose of an un-moderated caucus is generally to plan and formulate paperwork or gather consensus on a particular crisis.

6. *Motion to discuss a working paper/draft resolution:*

Before moving into discussion of a working paper or draft resolution, the motion to discuss the working paper or resolution must be raised.

7. *Motion to Table Debate*

During the discussion of any matter, the committee may consider a motion to table debate on the item under discussion at the recommendation of the Chair or any delegate. If the motion is seconded, two representatives may speak in favour of and two against the motion. Then, the motion shall immediately be put to a vote. A two-thirds majority is required for passage. If a motion to table debate is passed, the topic is considered tabled and no further actions or votes will be taken on it. A topic may be reintroduced to the committee so that debate can resume through the same process. The motion to resume debate on a tabled topic shall also require a two-thirds majority for passage.

8. *Order of Procedural Motions*

The motions below shall have precedence in the following order over all other proposals or motions before the committee:

- Point of Personal Privilege
- Point of Order
- Point of Parliamentary Inquiry
- Point of Information
- Introduction of a Draft Resolution
- Motion to Suspend Debate
- Motion to Table Debate
- Motion for Closure of Debate
- Motion to Adjourn the Meeting

Points:

Points are used to ask questions, make comments, to clarify procedure or for personal discomforts. The types of points are:

1. Point of Order:

A Point of Order must relate to the observance of the rules of the committee or to the way the Chair is exercising his or her power.

2. Point of Information:

This point is used to ask a question based on the speech of a particular delegate. The question should be short, precise and concise. It may not interrupt the speaker.

3. Point of Parliamentary Inquiry:

This point is used for procedural clarifications from the Executive Board. It may not interrupt a speaker.

4. Point of Personal Privilege:

This point is used in the case of any personal discomfort being experienced by a delegate. It is the only point which can interrupt a speaker. However, delegates are advised to refrain from using this point, unless absolutely necessary.

Forms of Debate:

1. General Speakers' List

A General Speakers' List is open throughout the entire duration of the formal session once it is opened through this motion. It consists of statements, typically of one minute and thirty seconds, by the various delegates on their stance and position on the pre-determined agenda.

2. Special Speakers' List

A Special Speakers' List is opened by a delegate when a particular crisis arises in committee which needs immediate attention. A Special Speakers' List, unlike the General Speakers' List, is open only while the crisis is not resolved.

3. Moderated Caucus:

Delegates may discuss paperwork via a moderated caucus of a stipulated time frame wherein various delegates may enlist pros and cons of the concerned paperwork and the authors may address their queries. A moderated caucus is a formal discussion on a sub-topic pertaining to the agenda, as raised by the delegate concerned.

A motion to move into a moderated caucus must have the following elements:

- **Total Time Duration:** The time period for which the moderated caucus shall take place
- **Individual Speaker's Time:** The time period for which a particular delegate who has been recognized will speak on the topic decided.
- **Topic:** The sub-topic of the agenda on which the delegates shall speak during the moderated caucus.

4. Un-Moderated Caucus:

The purpose of an un-moderated caucus is generally to plan and formulate paperwork or gather consensus on a particular crisis. It suspends formal procedure and allows delegates to move around freely, discuss the debate, lobby, or gather consensus on paperwork.

5. One for One against/ Two for Two Against/Etc.

Delegates may also raise a motion to discuss paperwork via a one for one against, two for two against or three for three against debate. The motion for this should include number of speakers and time limit per speaker. No cross-questioning will be permitted.

6. Round Robin Discussion

A round robin discussion is a discussion wherein all delegates in committee give a short statement to present their stance on an issue or development, or gather consensus on the direction the committee needs to take.

7. Question-Answer Session

Delegates may also raise a motion to discuss paperwork via a question-answer session with the authors. This motion should consist of the total number of questions to be asked in this session. The members of the Executive Board shall decide the delegates who will ask the questions. These questions should be short, precise and related to the clauses/points mentioned in the paperwork.

8. Yielding Time

The delegate, who has been recognized by the Chair to address the body on a substantive issue, may yield any time following their remarks after their speech. Yields may be made in three ways: to another delegate, to points of information (questions), or to the Chair.

- Yield to another delegate. His/her remaining time shall be given to another delegate.
- Yield to questions. Delegates shall be selected by the Chair to ask one question per speech. The Chair has the right to call order to any delegate whose question is, in the opinion of the Chair, not designed to elicit information. Answers to questions are limited to the time remaining in a delegate's speech.
- Yield to the Chair. Such a yield should be made if the delegate does not wish his/her speech to be subject to comments. The Chair shall then move on to the next speaker. Once a delegate yields his/her time, the second delegate (the one who has been yielded to) may not yield any remaining time.

9. Right of Reply

The Chair may recognize the Right of Reply only in instances of a grave personal insult. Rights of Reply must be submitted in writing to the Chair, and may only be granted after a speech is completed. The Chair shall inform the Secretary-General of the circumstances surrounding the Right of Reply. No ruling on this matter is subject to appeal.

Paperwork in Committee

1. Position Papers:

A position paper is the first piece of paperwork submitted by a delegate for the conference. It is a summary of the stance of the country the delegate is representing on the agenda of the concerned committee.

The structuring of the Position Papers is intended to elicit responses from the delegates that provide a clear picture of a nation's stance on a particular topic area. By providing an outline of a Position Paper, we hope that delegates will be able to illustrate clear knowledge of their country's policies and interests instead of simply regurgitating parts of the Study Guide. However, all delegates should also read the section on Position Papers in their study guides and heed their Executive Board's specific instructions.

A Position Paper should include three sections, outlined below:

- Background of the Topic:
 - In your country's opinion, what are the main elements of the problem, and what caused it?
- Position/stance taken by your delegation: What are your national interests in the situation?
 - What are your nation's policies on the topic?
 - What steps would you like to see taken to deal with the problem?
- Solutions:
 - What does your nation believe needs to be done to solve the problem?
 - What do you predict will be the main opposition to your proposals?

2. Communiqués:

These are official messages, formal diplomatic requests, proposals, or demands to other states, non-state actors, individuals, or entities and the committee itself. A communiqué must be issued, for example, to officially propose some sort of agreement or accord to another organization.

A communiqué is of two types:

- **Private Communiqués:** A private communiqué is not disclosed to the committee. Only the Executive Board Members are privy to it and reply accordingly.
- **Public Communiqués:** A public communiqué is read out in the committee. Communiqués, both public and private, are not voted upon. They are implemented as per the discretion of the Executive Board.

Examples of Communiqués:

COMMUNIQUE I

From: Hugh Dalton, Minister of Economic Warfare, Churchill's War Cabinet

To: Section X of the Special Operations' Executive, operating in Berlin. Speak with Klaus in Berlin. Activate our spy network.

Follow Hitler's nephew studying in the National Political Institute of Education, who is also secretly involved with the Luftwaffe.

COMMUNIQUE II

From: Delegate of the United States of America

To: Director of the National Security Agency Content:

Say "hello" to Angela Merkel and Dilma Rousseff.

Note: Say "hello" is the code-word to wire-tap a conversation between two entities.

Note: Usage of communiqués is up to your executive board, you'll be informed about the same.

3. *Diplomatic Cable:*

A diplomatic cable is a confidential, internal document that discusses a country's strategic interests, relaying a government's true feelings rather than their public announcements. A good diplomatic cable will demonstrate a sound understanding of the internal motives behind policy decisions. We recommend that the diplomatic cable is formatted as a letter sent between members of government or diplomats, but the format is up to the discretion of the delegate. Cables will only be seen by the Openhouse Model United Nations Executive Board.

A diplomatic cable has to accompany the private communiqués sent by the delegates relaying the actual purpose behind conducting the actions mentioned in the aforementioned communiqué. A diplomatic cable may also be sent independently without a communiqué in order to mention the internal strategic interests of a particular press statement or public announcement.

4. *Working Papers:*

Working Papers are paperwork comprising concise solutions for discussion in committee. They follow no format and are written to formulate opinion on various problems pertaining to one or more subtopics of the agenda. They are ideally supposed to be concise and are the building blocks to resolutions. They are voted upon in committee and are passed by a simple majority. The number of authors and signatories shall vary for the three committees, and will be communicated to the delegates by the Executive Board members. A committee can pass multiple working papers on the same issue.

Resolutions:

Your solution to the problems that the committee confronts takes the form of a resolution. Resolutions represent the committee's final attempt to draw together the interests of many competing nations into a comprehensive solution that serves the interests of the collective world community. From the procedural perspective, the resolution is the formal document upon which the committee will take action via the amendment and voting processes. A resolution is a complex document that follows a strict format (see sample resolution) and reflects the negotiation, debate, and innovative proposals that the committee has produced. Before a resolution can be formally introduced into a committee, it must receive the approval of the Executive Board. The Executive Board will sign a resolution if it demonstrates an adequate understanding of the issue, answers the questions posed in the Study Guide, and has a wide base of support. A well written resolution exhibits the following qualities:

- **Familiarity with the problem:** Relevant background information and previous UN actions should be referenced. In addition, a good resolution should keep in mind the actual power and influence of the committee. An ambiguous, unenforceable resolution is useless.
- **Recognition of the issues:** At the very least, the resolution should address the ideas in the "Questions a Resolution Must Answer" section of the Study Guide.
- **Concision:** Every clause and phrase has a purpose.

Format of a resolution:

- **Name:**

Every Resolution should begin with a name. A typical resolution name is "Draft Resolution 1.1" or some other name analogous to the aforementioned name.

- **Sponsors:**

The authors of a resolution are those delegates who have drafted the resolution. They have laid down the clauses of the resolution in consultation with other delegates in the committee. The number of Authors of a resolution will vary from committee to committee, but is generally not more than three.

- **Signatories:**

Signatories are those countries who want the concerned resolution to be discussed in committee. The number of signatories required for a resolution to be introduced may vary from committee to committee, but is generally not less than half the committee strength.

- **Committee Name:**

After the Name of the resolution, authors and signatories, each resolution should mention the name of the committee followed by a comma, and proceeded by the article "The". This is mandatory for all draft resolutions.

For Example: 'The United Nations Security Council, '

- **Pre-ambulatory Clauses:**

The preamble of a draft resolution states the reasons for which the committee is addressing the topic and generally highlights past international action on the issue. Each clause begins with a pre-ambulatory phrase and ends with a comma. The Pre-ambulatory phrase should be in italics. Pre-ambulatory clauses can include:

- References to the UN Charter;
- Citations of past UN resolutions or treaties on the topic under discussion;
- Mentions of statements made by the Secretary-General or a relevant UN body or agency;
- Recognition of the efforts of regional or nongovernmental organizations in dealing with the issue;
- General statements on the topic, its significance and its impact.

The list of pre-ambulatory phrase acceptable at Openhouse Model United Nations is:

Affirming	Expecting	Observing
Alarmed by	Expressing its	Reaffirming
Approving	appreciation	Realizing
Bearing in mind	Fulfilling	Recalling
Believing	Fully aware	Recognizing
Confident	Further deploring	Referring
Contemplating	Further recalling	Seeking
Convinced	Guided by	Taking into
Declaring	Having adopted	consideration
Deeply concerned	Having considered	Taking note
Deeply conscious	Having examined	Viewing with
Deeply convinced	Having received	appreciation
Deeply Disturbed	Keeping in mind	Welcoming
Deeply Regretting	Noting with deep concern	
Desiring	Nothing with satisfaction	
Emphasizing	Noting further	

- **Operative Clauses:**

Operative clauses offer solutions to issues addressed earlier in a resolution through the perambulatory section. These clauses are action oriented and should include both a bold and underlined Operative Phrase at the beginning of your sentence followed by the proposed solution.

Each clause should follow the following principles:

- Each clause should be numbered;
- Each clause should add details to your resolution in order to have a complete solution;
- Operative clauses are punctuated by a semicolon, with the exception of the last operative clause, which should end with a period.

The list of Operative Phrases acceptable at Openhouse Model United Nations 2018 is:

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

Making changes to a resolution

"E-mendments"

The basic purpose of an "e-mendment" is to correct grammatical or syntax errors in a resolution. An "e-mendment" can be introduced at the time a draft resolution is being discussed before it has been put to vote.

Amendments:

An amendment involves introducing a substantial change in a draft resolution, either by amending an already existing clause or by adding a new clause.

Amendments are of two kinds:

- ✦ **Friendly amendments:** A friendly amendment is one that all the sponsors of a resolution support. The amendment must be submitted in writing to the executive board and must be signed by all the sponsors of the draft resolution. Once approved by the Executive Board, no voting takes place on such a resolution.
- ✦ **Unfriendly amendments:** An unfriendly amendment is one that at least one of the sponsors do not support. In this case, the authors of the amendment have to get the number of signatories, which a draft resolution requires. Once the Executive Board approves the amendment, it will be discussed and voted upon, before final voting on the draft resolution in question takes place.

Voting

Formal voting, as for example on resolutions, is done by roll call only. For any draft resolution to pass, it requires a majority vote in favour of it. There will be 3 rounds of voting.

Delegates may answer roll call with a 'yes', 'yes with rights', 'no', 'no with rights', pass (applicable only for the first two rounds) or with an 'abstention'. When a delegate answers with a 'yes with rights' or a 'no with rights', it means that the delegate has given the vote despite it going against his/her country's policy to do so. At the end of the second round of voting, such delegates will be allowed to give short 30-second speeches to justify their decision. Any delegate who had answered the roll call on the first day of committee with a 'present and voting' cannot abstain from voting on a draft resolution.

Sample Resolution:

Draft Resolution 1.1

Sponsors: United States, Austria, Italy

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

The United Nations General Assembly Plenary,

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,

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 non-governmental 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;
- 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;
- 7) Requests the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development.