



QUICK PROCEDURE GUIDE

GENERAL RULES

Speak in third person (My nation, my delegation).

Do not make direct contact with the other delegates, use diplomatic notes instead.

Punctuality is paramount.

Deliver your position paper on the first session.

Dress formally.

Do not try to interrupt other delegates unless you are raising a motion.

STRUCTURE OF THE DEBATE

General debate. If you want to speak, you should raise your placard and wait for the moderator to recognize you.

Speakers' list. The delegations will speak in the indicated order, each delegation has two minutes to speak. If you have not used all of your time, you must yield it. You can yield it to the Chair, to Questions or to Comments.

Intermediate quarter. You have up to fifteen minutes to debate directly the topic in question. You can stand up. Most of the time of the intermediate quarters is to write down proposals into a working paper.

Particular debate. You are only allowed to discuss the content of the draft resolution in question, it can be in general debate or speakers' List. The Chair will decide when to open this debate.

MOTIONS

The Floor is always open.

Procedure: Open/Suspend/Close the speakers' list, to open a topic, to open an extraordinary session of questions, to close/suspend the session, to open an intermediate quarter. To introduce a document. It cannot interrupt.

Order: To call the attention of the Chair in a possible error in following the procedure. It can interrupt.

Personal Privilege: To express any discomfort with the environment. It cannot interrupt.

Parliamentary Inquiry: To inquire the Chair in order to clarify something about the procedure. It cannot interrupt.

RESOLUTION

Working paper. It is a draft of proposals which will form part of a Draft resolution. It is reviewed by the Chair, which corrects and approves it.

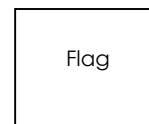
Draft Resolution. Each working paper supported by the Chair will be considered as a Draft resolution. It must have the format that the Chair indicates. The particular debate will be opened.

Resolution The document is approved by two thirds of the committee. It is composed by three rounds.

POSITION PAPER

(1 per topic)

Just one sheet of paper each.



Committee: _____

Topic: _____

Country: _____

Name: _____

School: _____

A. Topic Background.

[Topic context]

B. Position taken by the delegation
[context of the topic in the country, problem]

C. Justification

*[why is the problem happening?
How can it be solved]*