

GENERAL CONSIDERATIONS

- 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

Most of the debate will be a **general debate**. If you want to speak you should raise your placard and wait for the moderator to recognize you. There are other forms of the debate, which can be changed through a motion of procedure.

When the **speakers' list** is open, delegations will speak to the floor in the indicated order. Each delegation has two minutes to speak. If you haven't used all of your time, you must yield it. You can yield it to the Chair (you take your seat and the debate continues), to Questions (one per delegate) or to Comments (a small general debate is opened where other delegates can submit input on your speech).

When the **intermediate quarter** is open, you have up to fifteen minutes to debate directly the topic in question. You can stand up. Most of the time intermediate quarters are used to write down proposals into a working paper.

When the committee is on a **particular debate**, you are only allowed to discuss the contents of the draft resolution in question. It can be either as a general debate or as a speakers' list. The Chair will decide when to open this debate.

MOTIONS

Procedure: open/suspend/close the speakers' list, to open an intermediate quarter, to suspend the session, to open an extraordinary session of questions, to close the session. It cannot interrupt.

Order: to call the attention of the Chair on 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.

RESOLUTION

Resolutions contain the agreements and decisions to be made in order to solve the problem in question. Only those states who hold membership of the committee can sponsor a Resolution. In order to reach a resolution this procedure must be followed

- Working paper: it is a draft of proposals which will form part of a Draft Resolution, supported by the 30% of member states. It is reviewed by the chair, which corrects and approves it. A specific format must be followed.
- Draft resolution: Each working paper supported by the chair shall now be considered as a Draft resolution. Three of the sponsoring delegations shall be called to the floor to defend the Draft Resolution. Afterwards the particular debate will be opened, dedicated to the exclusive discussion of the Draft Resolutions. Throughout the time the particular debate is open, amendments can be submitted to the Chair.
- Voting Rounds: once the particular debate is exhausted, the Draft resolution will be voted. It is composed by three rounds. Delegations can vote in favour, against or abstain (neither in favour nor against).

POSITION PAPER

A good position paper presents the current situation of the country, the problems the country faces and the solutions to this problem. One position paper must be made per topic and they shall not exceed one page. In the heading, the position paper must have the official name of the delegation, committee, name of the delegate, school and topic.

It is composed by three parts:

- Topic Background**: Which are the principal elements which form the problem? Which are the roots of this problem?
- Position Taken by the Delegation**: Which are the interests your delegation wishes to satisfy with the solution?, Which are the policies which have been adopted? Which could be introduced?, Which are the steps to follow in order to reach a solution to the issue?
- Justification**: Which is the reasoning behind your country's position and proposals? Which could be the principal barriers in order to solve the problem?