



**DPSH MUN 2022**

Debate. Discuss. Deliberate

# Delegate Handbook

## **GENERAL POWERS OF THE COMMITTEE STAFF**

- The Executive Board will be responsible to the Secretary General at all points during the conference.
- The Chair will declare the opening and closing of each meeting and may propose the adoption of any procedural motion at his or her discretion. During Debate or Moderated Caucus, the Chair has absolute control over the proceedings.
- The Chair will direct the flow of formal debate, accord the right to speak, announce decisions, rule on all points and motions and enforce the observance of these rules.
- The Committee Staff is responsible to the Secretariat at all times.
- The Press Corps are free to publish any material that lies within the scope of this conference.
- Delegates are free to appeal any decision made by the Chair. To raise such a motion to appeal against the Chair's decision requires 20% support to be voted upon. It then requires 2/3rds majority to pass. If it passes, the Chair will repeal his decision.
- Should the appeal not be related to immediate committee proceedings but the committee as a whole the delegates can approach the Secretariat.

## **DELEGATE DECORUM**

An MUN is meant to be a simulation of the real United Nations. As such, the delegates are expected to act with utmost respect toward each other, as would any actual member of the diplomatic arena. Delegates are to note that during Council proceedings, they are to speak in third person and the usage of personal pronouns such as Me, I, My, etc. is prohibited. Another thing for a delegate to keep in mind is Diplomatic Courtesy. As representative of a nation, any statement made formally or informally is taken as a statement of that nation itself, if taken on public record. At this point of time, no delegate can afford making any statement which might be misinterpreted as offensive to another delegate or council member. Utmost respect is extended to the executive board, mutual respect extended to all the delegates and the International Press members, and appreciation for the administration (Secretariat) of the Model United Nations.

## **ROLL CALL**

Every committee session starts with the roll call without which quorum cannot be established and thus, no debate can ensue. A delegate may change his/her roll call in the next session. For example, if the delegate had answered in Present in the first session he can answer in a present and voting in the next session when the roll call takes place. During the roll call, the country names are called out in alphabetic order and the delegate can answer by saying either Present or Present and Voting.

**Present** - When the delegate answers in a present, he can say Yes, No or Abstain during voting for Resolution

**. Present and voting**- When a delegate answers the roll call in a Present and voting, he has to vote decisively on a resolution and has the option of only saying a Yes or a No to the resolution during voting. He cannot abstain.

**Abstention** When in doubt, or if a country supports a few points in the resolution and is against the other points, but believes that the passing of the resolution will not as such harm the world even though it might not be highly specific or exemplary, in such a case, a delegate who has voted in Present during his/her roll call, can Abstain from voting, which counts as neither yes or no and As vote is not counted during the total tally of votes, thus making Abstention a very used policy in the real United Nations to not obstruct the passing of resolutions and still not compromising on your foreign policy, this is the middle way out and in no way counts against you while being marked for the awards.

## **QUORUM**

**Quorum** (also known as the minimum number of members of a committee required for the committee proceedings to commence) for the conference is set A one third of the members of the committee. A quorum will be assumed to be present, unless specifically challenged and shown to be absent during the roll call. In Mt quorum fails, committee session will be suspended at the discretion of the Chair.

## **MOTIONS GENERAL SPEAKER'S LIST**

- **"The Delegate of Country wishes to raise a motion to Open the General Speakers' List"**
- **To increase or reduce the speaker's time in the General Speakers' list, a motion can be raised to change the Speaker's Time: "The delegate of Country wishes to raise a motion to change the default speaker's time for the General Speakers' List from 90 seconds to Proposed Time (in seconds)." Note: the speaker time in a General Speakers List can be anywhere within the range of 60-120 seconds.**
- **After the agenda for the session has been established, a motion is raised to open the General Speakers List. All debate during the conference is carried out through the General Speakers List, and this list is open throughout the duration of the conference.**
- **To speak on the General Speaker's List a delegate must intimate the chair, through method established by the chair, provided the delegation is not already scheduled to speak. The delegations' name will appear in the order in which they are to speak.**
- **The speaking time on the general speakers list is established when the motion to open the general speakers list is called for and can be changed at any time by motioning for it.**
- **After any substantive speech on the general speaker's list a delegate has the option to yield his time to a specific delegate, yield to Points of Information (questions) or yield to the chair.**

## **PROVISIONAL SPEAKER'S LIST**

- **"The Delegate of Country wishes to raise a motion to Open a Provisional Speakers' List"**
- **Special Speakers' List is established for procedural motions only.**
- **Speakers' speak for and against alternately on the motion at hand.**
- **The no. of speakers for and against is decided by the Chairperson.**
- **The time for each speaker is also specified by the Chairperson.**
- **During the Special Speakers' List speech, a delegate attempts to convince the committee citing reasons and arguments why as to support or not support a motion.**

## **MODERATED CAUCUS**

- **"The Delegate of Country would like to suspend debate and raise a motion for a moderated caucus on the Topic, for the time period of Total Time and each speaker speaking for Time Period (in seconds)".**

- **A motion for moderated caucus would be in order at any time when the floor is open. It would entail the Chair calling on delegates to speak on a particular issue on the topic being debated upon.**

- **The delegate proposing the motion must state its purpose and specify a time limit for the moderated caucus as well as the speaking time per delegate. Example—Agenda: Terrorism. Sub topics: Causes; Regional Terrorism;**

**Motion to Adjourn Debate "The delegate of Country wishes to raise a motion to adjourn debate for Reason." This motion is used at the end of the conference.**

## **RESOLUTION PROCESS WORKING PAPER**

**A Working Paper may be introduced on the floor at any point of time after viable solutions have emerged, which is a rough draft of the solutions that the council members wish to provide for the agenda. It has no format as such. However, a Working paper in Draft Resolution Format minus the Roman numbering can help the delegates format the working paper into a draft resolution at a later point of time. A working paper does not have a formal format. More than 1 Working Paper can be made in a council. A working paper has only signatories, not sponsors. Discussion of the Working Papers is done through a Moderated Caucus.**

**Working Papers are ideally desired to be merged, so that all the ideas that the various members of the council have can be consolidated into a Draft Resolution. After discussion of the Working paper, a un moderated Caucus ensues to finalize the merger. A draft resolution may be introduced when it has the required number of signatories as well as the approval of the committee Director. A Draft Resolution requires 20% of support from the council to be introduced. The maximum number of Sponsors shall be intimated to the Council by their respective Executive Board.**

**SPONSORS:** Countries having read ALL the points of the draft resolution, agreeing to it completely.

Sponsors have to vote a YES to the draft resolution when it goes to voting. They cannot vote a 'no' or 'abstain' from voting.

**SIGNATORIES:** All countries who wish to merely hear the draft resolution being discussed. They have no obligation regarding voting, they can vote yes, no or abstain as they wish and according to the, roll call.

**AMENDMENT PROCEDURE (IN ORDER OF DISRUPTION)**

Amendments are either Friendly (when submitted with full support from all the sponsors) or Unfriendly (when support is not given by all the sponsors).

There are basically three kinds of Amendments:

**Addition Amendment:** This is to add a clause to the proposed Draft Resolution. The clause, if added, becomes the last point of the original resolution.

**Deletion Amendment:** This amendment is to remove/delete a clause from the Original Resolution.

**Modification Amendment:** This is to allow for changes of any kind in the Original Clauses. In this, the complete original clause has to be written first, followed by the fully amended Clause.

**NOTE:** All Unfriendly Amendments will be voted upon, and need a 2/ 3 majority to pass. All Friendly Amendments are passed automatically.

## **RESOLUTION WRITING**

- Before it is formally introduced to the committee, a resolution is referred to as a **Draft Resolution**. The Chair of the committee would like all drafts to deal with ideas and opinions presented in working papers and existing resolutions, as well as new ideas and innovations. Remember, a final resolution has to present a well thought out, feasible solution that will solve the crisis at hand. Every Representative's draft resolution should present the same logical flow that will be present in the final resolution.
- A delegate, having formed alliances with other delegates, is expected to stick to such alliances or groups based on similar ideology but it is important to note that flouting international laws and going against one's foreign policy while drafting the resolution can easily be held against a delegate by the executive board and fellow delegates alike. However, forming "strategic alliances" and making relevant policy changes which in effect will benefit their respective countries in a manner that's also conducive to the working of the council, will be considered crucial for the entire resolution making process.
- Time and time again it has been noticed that delegates come up with the formation of new committees/sub commissions in the draft resolution as a means to facilitate the consensus building process. It is not discouraged. However, it is important for the delegates to clearly define the mandate, structure, functioning and funding of the commission/committee suggested to be formed, also to be taken into account is proper research regarding such committees, which in most cases, exist already. This clearly will be extremely time-consuming and thus, delegates have to make an informed choice.

## **SAMPLE RESOLUTION**

**Resolution GA/3/1.1 General Assembly**

**Sponsors: United States, Austria and Italy Signatories: Greece, Tajikistan, Japan, Canada, Mali, the Netherlands and Gabon**

**Topic: "Strengthening UN coordination of humanitarian assistance in complex emergencies"**  
**The General Assembly,**

**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, [use commas - preambulatory clauses]**

**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 nongovernmental 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 2661 69661; [use semicolons to separate operative clauses]**
- 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; and**
- 7. Requests the expansion of preventive actions and assurance of post conflict assistance through reconstruction and development. [end resolutions with a period]**

## **CRISIS**

**A Crisis Situation is introduced in all committees separately on one of the days. It is basically a hypothetical situation given to the committees to test the delegates on their preparedness and their ability to behave like actual Diplomats and showcase their diplomatic skills utilizing the general research and the rationale and logic they possess. Their task is to then solve the crisis issue presented to them as quickly as possible, so as to resume normal debate on the agendas.**

## **FLOW OF DEBATE**

**Roll Call**

**Quorum setting the Order of the Agenda**

**Opening of General Speakers List**

**Points**

**Speech**

**Yields Moderated Caucus— Topic, Total Time,**

**Speaker Time**

**Un-Moderated Caucus**

**Resolution Process**

**Discussion and Mergers**

**Amendment Procedure**

**Tabling Debate**

**Voting Substantive**

**Passing or Failure of Draft Resolution**