



# **DASMUN XIV Delegate Guide**

## **"Convergence for Change"**

## **Table of Contents**

<b>Contents</b>	<b>Page</b>
Delegate's Position	3
Research Process	4
Policy Statement + Sample	5
Opening Speech + Sample	6
Understanding Resolutions	7
Writing Resolutions + Sample	8-9
Unmoderated Caucus	10
Moderated Caucus	10
Definition of Keywords Used in Forums	11
Modes of Address During Formal Debate	12

## **1. Delegate's Position:**

A delegate represents a country in an MUN conference. The delegate has to represent the country she was assigned to.

### **1. Before the conference, the delegate's tasks are:**

- To research about your country;
- To research about the topic that was assigned for the committee the delegate belongs to.
- To write a comprehensive resolution.

### **2. During the conference, the delegate's tasks are:**

- To lobby (merging and drafting resolutions)
- To debate the resolutions

**3. Student as an ambassador:** Usually, the ambassadors are the most reliable and experienced delegates. More importantly, at the conference you will be given the opportunity during the opening ceremony to put forward your country's general views and policies in a formal, one-minute speech. This speech is based on your research of the country and all of the issues to be discussed at the conference.

## 2. Research Process:

- **Reports:** Chairs from each committee write summarized reports about the topics which can be found online at the [DASMUN website](#). However, it must be noted that these reports are only simple background information on the topics, and delegates should ask themselves questions after reading the report, and began researching by their own. Some of the best resources include the UN resources that have comprehensive and reliable statistics, charts, and graphs, which you may find helpful in understanding the issues. Most UN document centers carry transcripts of UN meetings; perhaps the best way to understand your country's position is to see it explained by its ambassador.
- **UN Resolutions:** This series is both valuable and very easy to use. The [index](#) is cumulative from 1946, which means that you need only check the most current index to find all the resolutions on your topic that the UN has ever passed. The resolution voting records (located in the front of the book) will indicate where your country and others stood on the issues.
- **The Web:** There are countless websites such as the CIA Factbook that can give you up-to-date and factual information on your country and issues. Online newspapers and outlets such as The Guardian or BBC are also great sources of information.
- **People:** An often-neglected source, people can aid you greatly in your research. Some people to keep in mind are: fellow delegates, MUN directors, teachers, and the DASMUN staff. Not only can these people help you find what you are looking for, but they may also recommend new sources that you had not considered. Do not hesitate to email your chairs; they're more than happy to lend a helping hand.

### 3. Policy Statements:

In order to produce a useful policy statement, you should research deeply about your topic/issue. A policy statement consists of five main parts which include:

- Explain and define the issue and its most important terms;
- Provide a short summary of recent international action related to the issue;
- Refer to key documents that relate to the issue;
- State the country's general position on the issue;
- Make suggestions of your own that are in line with your country's policies to provide solutions to the issue.

Make sure your policy statement does not exceed 300 words. The brevity and clarity of your policy statement shows how well you have prepared for the conference.

To sum up, the policy statement sets out to answer three basic questions:

1. What is the background to your country's point of view on the issue?
2. What is your country's current position on the issue?
3. What does it hope to achieve in relation to the issue?

#### Sample Policy Statement:

**Delegation:** The United Kingdom

**Committee:** DISEC (GA1)

**Question Of:** The Situation in Myanmar

Honorable chairs, fellow delegates, and most distinguished guests,

Most countries could encounter a phase of peace and stability. However, this is not the case for Myanmar. Myanmar had faced fluctuations in democracy, with the military staging a coup in 1962. For years, Aung San Kyi and many voters wanted to end the political power the military had, which made the president of the military, Min Aung, unsatisfied. Since 2017, Rohingya people, still suffering from the brutal crackdowns and coup, are fleeing to Bangladesh and neighboring countries to run away from the physical, mental, and sexual abuse that Min Aung had caused. Recently, countries had immensely supported Rohingya Muslims. For instance, in May 2021, the United States had increased its aid to Rohingya Muslims by 155 million dollars.

the UK strongly supports the Rohingya Muslims in Bangladesh and urges immediate aids for them. In actuality, The British world vision organization's partnership with UN agencies and the Bangladesh government had enabled them to care for more than 260,000 Rohingya refugees by improving their refugee camps.

The UK calls on members of the house to provide Rohingya refugees with extensive aids through partnering with the Association of Southeast Asian Nations. The united kingdom hopes for useful solutions to be implemented n as soon as possible to assist Rohingya refugees.

#### 4. Opening Speeches:

This opening speech is your country's opportunity to introduce itself to the other countries present and let them know where your country stands on the issue at hand. You can also use it to share facts and general positions that might help other delegations decide if they want to become allies or rivals. You should prepare and practice this opening speech in advance.

#### Requirements:

- Duration: 45-60 seconds
- Remain in third person point of view (“we believe,” “our nation,” etc.)
- Make sure to cover the following points:
  - **Hook (optional):** Include an engaging statement to grab your audience’s attention (shocking statistics, emotional facts, etc.)
  - **Stance (mandatory):** Clearly state your country’s policy and position on the topic
  - **Call to Action (mandatory):** Encouraging member states and mentioning possible solutions to the topic without detail

#### Sample Opening Speech:

**Committee:** UNEP

**Delegation:** Kuwait

**Question of:** Developing an International Framework for the Prosecution of Pollution Crime

Imagine spending a day at a park. Over time, this park gets infected with smog, debris, and waste. The effects of pollution are regrettably settling in.

The delegate of Kuwait is tired of standing by aimlessly without any resolution. It is time to act against one of the world’s most urgent problems: pollution. Those who cause pollution are irreversibly damaging the air we breathe, and therefore our Earth.

Kuwait has taken steps towards reducing pollution through a project known as the “Integrated Environmental Management System.” The system’s primary function is reviewing the regulatory processes regarding the environment. The delegate of Kuwait strongly believes that a similar system should be applied in every country to better the greater ecosystem of earth.

Finally, the delegate of Kuwait would like to remind the committee that this earth is our most precious resource. If we as members of the United Nations cannot collaborate towards a resolution, we will soon truly realize how finite of a resource Earth is.

## 5. Understanding Resolutions:

### Section 1: Pre-ambulatory Clauses

1. **What is the preamble?** The preamble is the introduction of the resolution. It contains the background and the argumentation to the issue you have chosen.
2. **How are the perambulatory clauses written?** You will write in reference to former UN resolutions, ratified conventions, and/or declarations. You will provide official figures, the most recent ones possible, to illustrate the issue. You will congratulate countries and/or organizations which have worked on the issue. You will emphasize the difficulties that have been encountered in the past.

#### Sample Preambulatory Phrases

Affirming	Expecting	Having studied
Alarmed by	Expressing its appreciation	Keeping in mind
Approving	Expressing its satisfaction	Noting with regret
Aware of	Fulfilling	Noting with deep concern
Bearing in mind	Fully alarmed	Noting with satisfaction
Believing	Fully aware	Noting further
Confident	Fully believing	Noting with approval
Contemplating	Further deploring	Observing
Convinced	Further recalling	Reaffirming
Declaring	Guided by	Realizing
Deeply concerned	Having adopted	Recalling
Deeply conscious	Having considered	Recognizing
Deeply convinced	Having considered further	Referring
Deeply disturbed	Having devoted attention	Seeking
Deeply regretting	Having examined	Taking into account
Desiring	Having heard	Taking into consideration
Emphasizing	Having received	Taking note
		Viewing with appreciation
		Welcoming

### Section 2: Operative Clauses

1. **What are operatives?** The operatives are the solutions. Therefore, they must be clear and unambiguous. They are presented by order of importance according to what the UN should do or what attitude it should adopt.
2. **How are operative clauses written?** You must ensure that your proposals are actually workable and that they fully reflect the existing policies of the country or agency that you represent. You encourage and/or invite countries to sign/ratify a convention/declaration. You may propose, welcome or deplore all new situations. You may confirm or regret what it is already existing.

#### Sample Operative Phrases

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

## 6. Writing Resolutions:

### Headings:

The title should be aligned to the right, above the body of the draft resolution. The next three lines should list the name of the committee, the title of the topic, and the submitters/signatories.

- **Submitters:** are involved in the process of drafting a resolution meaning they contribute to the writing, ideas, and spirit (typically 1 main-submitter and 2-3 co-submitters)
- **Signatories:** delegations that wish to see the resolution debated (don't necessarily agree with it – typically no less than 4)

### The Body:

- The first set consists of preambulatory clauses, which describe the problem being addressed, recall past actions taken, explain the purpose of the resolution, and offer support for the operative clauses that follow. Each clause begins with an italicized word or phrase and ends with a comma. If using verbs, remember to tense them in -ing form.
- The second set consists of operative clauses, which are numbered and state the action(s) to be taken by the body. These clauses all begin with present tense active verbs, which are generally stronger words than those used to begin preambulatory clauses. These verbs are underlined. All operative clauses, except the last, which ends with a period (.), are followed by semi-colons (;).

### Formatting:

- **Font:** Times New Roman
- **Size:** 12.0 pt.
- **Line Spacing:** 1.0 pt.

### Sample Resolution:

**Question of:** Developing an International Framework for the Prosecution of Pollution Crime **Main Submitter:** Kuwait

**Co-Submitters:** United States, Argentina, and Turkey

**Signatories:** Oman, Somalia, United Kingdom, Sri Lanka, and Germany

*The United Nations Environment Programme,*

*Expressing appreciation* to the INTERPOL pollution enforcement team that has worked with multiple countries to identify and disrupt pollution crimes and dismantle the groups behind them,

*Recognizing* the partnership between UN Environment and the Africa Prosecutors Association to develop the curriculum on environmental crime across a wide range of countries in order to develop the police and government officials ability to investigate and put an end to pollution crimes,

*Alarmed by* the estimation of 5 to 15 % of all large vessels breaking the law by dumping waste oil into the ocean,

- 1) **Calls upon** the importance of devising and making arrangements to launch various organizations and institutes which contribute to depleting most pollution crimes, this is through organizations such as:
  - a) The Kuwait Integrated Environmental Management Systems which aims to review current systems and regulations, update and improve them, and develop tools and methods that effectively manage pollution,
  - b) The Environmental Public Authority which aims to educate those with limited knowledge on the environment and ecosystem, and fund waste treatment programs by:
    - i) initiating training seminars;
    - ii) creating and building research centers;
- 2) **Proposes** the reinforcement of specific laws and regulations that limit activities which are harmful to the environment and related to pollution, through this, companies and organizations are less likely to commit pollution crimes:
  - a) Studies have shown that when governments aid in reducing pollution by enforcing laws and providing pollution control technology, then pollution crime greatly declines:
    - i) This study was released by the Cowles Foundation for Research in Economics and done by Yale University and the University of California (Berkley), as it was noted that air pollution emissions decreased in 1990 and it was due to the government's aid;
- 3) **Approves** of recycling and reusing certain products and materials for a more suitable and valuable use, so instead of illegally disposing of waste and debris, it can be reused for a greater benefit:
  - a) The act of recycling and reusing minimizes the dependence on new products and things and therefore reduce the amount of energy used in the production process of new products.

## 7. Unmoderated Caucus (Lobbying & Merging):

This is the most crucial but perplexing aspect of the conference. The key to effective lobbying is to be proactive, which involves actively presenting and discussing your suggestions. Keep in mind that the goal is to negotiate in order to establish an agreement.

Before the official conference begins, you try to elicit interest and support for your draft resolution from other delegates informally. You could come across other delegates who have proposed a similar stance during their opening speeches and work together, making the resolution stronger and more likely to pass discussion.

## 8. Moderated Caucus (Debating):

- **Introduction:** The chair will call the House to order.
- **Roll Call:** Attendance will be taken by calling the countries. Delegates will respond in an appropriate fashion (“present” or “present and voting”)
- **Resolution:** The resolution will be presented, and the discussion will begin. The main submitter will be given the opportunity to read the resolution and introduce it.
- **Debate:** chairs will open the floor to points of information (questions), and announce the duration of the debate and any particular procedures relating to amending the resolution.  
**Amendments:** An amendment is a change in the text of a draft resolution designed to modify the content. They will be sent to chairs through a forms and debated in the same manner as operative clauses. They are split into 3 categories:
  - Adding a new clause
  - Removing a clause
  - Changing an existing clause
- **Voting:** The chair will instruct delegates when and how to vote on amendments and the resolution as a whole. During voting procedures, all points are out of order, except for points of order connected with the actual conduct of voting; there needs to be silence.
- **Closing:** Once a resolution has been passed or defeated, the chair will conclude with closing remarks and adjourn the debate.

## 9. Definition of Keywords Used in Forums:

- **The Chair:** the one conducting the debate (following MUN rules and procedures) and maintaining order while remaining totally impartial
- **The House:** all the members of the forum excluding the chair
- **The Motion:** the proposal for debate, which will eventually be voted upon
- **A Point of Information (POI):** a question directed either to the speaker who has the floor or to the chair by a delegate who has been duly recognized by the chair
- **A Point of Order:** a question directed to the chair by a delegate who feels that a mistake has been made in the order of debate or who requires clarification of the rules of procedure
- **A Point of Personal Privilege:** a question directed to the chair by a delegate who refers to the comfort and well-being of the house (e.g.: audibility, temperature in the house).
- **To have the floor:** to have been given the right to speak in debate before the House
- **To yield the floor:** to give up one's right to the floor either finally or temporarily for a point of information to be asked

## **10. Modes of Address During Formal Debate:**

### **Parliamentary behavior by delegates:**

- Speakers need to address each other in the Third Person at all times e.g “honorable speaker” or “fellow delegates”, never “You” or “I.” (chairs will remind delegates to refrain from using personal pronouns)
- Delegates should stand when speaking and sit down after the speaker has finished answering the delegate’s question.
- Delegates must avoid the use of insulting or abusive language.
- Delegates should address the chair and House before presenting their speech.  
Example: “Honorable chair, fellow delegates...”

### **Phrases to be used by the delegates of the House:**

- “The delegate of ... requests the floor...” or “wishes the floor...”
- “The delegate of ... would like to raise a point of information/point of order”
  - “Is the chair /the speaker (not) aware that...”
  - “Does the speaker (not) agree that...”?
  - “The speaker stated in her speech... Do they (not) realize that...”?
- “The delegate of ... wishes to speak in favor of/against this motion/resolution/amendment”