

# MUN

## DELEGATE HANDBOOK

AUSMUN 2021



AMERICAN UNIVERSITY OF SHARJAH

# WELCOME TO AUSMUN DEAR DELEGATES,

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It is my utmost pleasure to welcome you to AUSMUN 2021!

This conference is extremely near and dear to my heart and has been a defining moment throughout my journey at the American University of Sharjah over the past two years. Without doubt, the team has worked tirelessly over the past few months to give the conference a new shape as we adapt to the post-pandemic conditions. I take this opportunity to thank each and every one of you for trusting AUSMUN to help you grow into a politically aware, confident, and networked individual even through an online platform.

This handbook is designed as always to be your assistant throughout the weekend of the conference. You will find several definitions, guides, lists, tips, and samples that will allow you to prep for the conference with an addition of a “Zoom Guidelines” section to support you with regards to the technological aspect of this year’s conference. I have done my absolute best to clarify as many aspects of the conference as I could imagine, and I am sure that I have not done enough. The students that we receive every year are among the smartest in the region, and their amount of creativity cannot be comprehended in a single handbook.

Through your experience as a delegate in AUSMUN, you will get exposed to one of the most professional MUN standards that you might ever encounter. We have put our high standards as a reflection of the quality of the delegates we receive. In order to meet these standards, you should put as much effort as you can into your preparation for the conference. This preparation includes conducting a sufficient amount of research, preparing as many speeches as you can tackling different scenarios that you might encounter, and mirroring your rich research in drafting a beautiful position paper.

If I am to provide you with one piece of advice to help you win an award, I would recommend you not to worry about it at all! Our awards are given to the most outstanding delegates in our conference based on our deep evaluation of their performance. However, you should only worry about how much you end up learning and what values you wish to carry with you by the end of the conference. These goals, in my opinion, are much more prestigious than what would you end up winning on the last day of the conference. With that, I can only wish for you to achieve all the goals you have in mind, and to become among the most impactful figures in your generation.

If you would like to approach me for any clarifications feel free to do so via email: [humanresources@ausmun.com](mailto:humanresources@ausmun.com)



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## Introduction

This handbook was written to guide delegates at the different stages of their research regardless of their previous experience. It is a comprehensive document that can be used for understanding the absolute fundamentals of a MUN conference to stretch the delegates' limits and exceed their own expectations. It touches upon multiple topics with which delegates might deal prior to and during the conference. The different sections of the handbook have been ordered chronologically with respect to the most logical flow of the delegates' research. A delegate might find some of the sections to be familiar. This observation is absolutely normal, and it is due to the comprehensiveness of the handbook to match the different variations of a delegate's experience might be. Delegates are free to make use of this handbook in whatever way they find effective to them the most. All roads lead to Rome!

The handbook starts with a brief introduction to the concept of Model United Nations (MUN) and describes the uniqueness of AUSMUN this year. The purpose of this section is to introduce MUN to the new delegates who are willing to understand the purpose of the conference and how it aligns with their passions.

The handbook then goes into the more technical part of the delegate experience, including the research methodology, drafting the position paper, the rules of parliamentary procedure, the resolutions, and the amendments. It is important to go through all of these sections regardless of how much experience a delegate would have, mainly because they precisely explain the specific details that AUSMUN recognizes in the conference this year.

Towards the end of the handbook, delegates can find more useful information on how to increase their chances of winning awards. Moreover, the appendix holds a significant amount of samples that further clarify the content of the handbook, as well as the two schedules of the delegate training workshop and the conference schedule.

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## **Section I: Human Values of MUN**

The core values of the United Nations have gained global attention due to its promise to ensure the continuous growth of civilizations while maintaining global peace. Many schools and educational institutions around the world have seen the importance of exposing the younger generation to these values. To that end, Model United Nations (MUN) conferences have been held around the world promoting the human values of the United Nations and facilitating playgrounds through which students can develop their communication skills. Moreover, students get to appreciate the role of the United Nations through practical experience. It is believed that the first MUN conference ever held was in St. Lawrence University, New York in 1949. 70 years later, the conference is held by thousands of institutions around the world, often on an annual basis. AUSMUN is no exception. It started in 2006 with a very small group of AUS students. The conference this year will be celebrating its 15th anniversary..

The committees and their topics have been chosen through a collaborative effort from the Executive Board. The theme this year was chosen bearing in mind the innumerable consequences of the COVID 19 pandemic: Adapting to a New Normal, Promoting Resilience. The board will always remain committed to leveraging its commitment to maximizing the quality of the conference for all the delegates. A complete list of the committees and their topics can be found on our website.

## **Section II : General Information about the MUN conference**

### **Conference Flow:**

In a nutshell, the main goal of any MUN conference is to debate the given issues and come up with meaningful draft resolutions. The flow of a typical conference goes like this:

- Moderators open a General Speaking List (GSL) wherein delegates speak about their general opinion on the given topic.
- Delegates may introduce topics for Moderated Caucuses. Unlike the GSL, here delegates debate about the subtopics or specific aspects of the topic as opposed to a general opinion.
- After debates, delegates may introduce and commence sessions of Unmoderated caucuses. Here, delegates stop debating and discuss amongst each other to come up with resolutions, which are then debated upon.

Your chairs will ask you intermittently for ‘any points and motions on the floor’ a list of which can be found in Section IV. You are encouraged to attend the delegate training workshop for a more detailed overview of the flow. (Dates listed in the appendix)

### **NGO delegates at AUSMUN 2021**

- To introduce some novelty, this time some of the delegates in your committees will represent NGOs (some of you reading may even be among those assigned as an NGO!)
- NGOs and member states will wield the same abilities to pass motions or vote save for one exception. Unlike member states, NGOs cannot vote for resolutions or amendments during sessions (i.e. you cannot raise your placards when moderators ask “all those for/against XYZ amendment/resolution”).
- However, they can still be signatories and contribute towards drafting resolutions. With the UN being a large, bureaucratic organization, NGOs bridge the gap by working with local governments and assisting in the implementation of UN initiatives. An area where this is especially evident is in the provision of humanitarian relief during emergencies.

### **Section III: How to Research and prepare for the conference**

As a delegate, your research goals should be to gain an in depth understanding of  
a) Your country/NGO , b) Your committee, c) Your topic

#### **1-Understand Your Country/Organization**

- As a delegate in the United Nations, you do not defend your beliefs, instead, you are there to defend your country/organization’s stance in the global community. Therefore, you might encounter certain sub-topics that forces you to take certain actions with which you might disagree, and this is the essence and beauty of diplomacy.
- It would be most useful in the initial stages of your research to read about the history of your country. Reading about its history gives you the chance to sufficiently comprehend the ideologies upon which your government forms its law and foreign policies. Moreover, you might encounter historical events that might have some relevance to your topics. For NGOs, read about previous humanitarian work or projects which it has executed.

- **A common concern:**

**From my research it feels I have a country that has not played a prominent role in this particular topic. Information is scarce. Will this impede my ability to effectively participate?**

The truth is all countries, no matter how small or seemingly insignificant, have the potential to weave an impact on the issues at stake. Remember, countries for the conference are chosen such that they are able to contribute to the debate at hand by bringing forth their distinct viewpoints. It may be that a nation has not crept up in news headlines, but that does not mean you do not have anything to talk about. Infact, it might be too much to expect the Internet to display the precise information or arguments you need on a nice platter during your research. This is where independently asking your own questions and forming your unique views comes into play. For example,

- What kind of adversities in general have your country in particular faced in the past? How does it relate to the topics at hand?
- Is your country economically advanced? A developing nation? Has it experienced any socio-economic or political crises recently? How may these facts influence your country's ability to respond effectively and solve the issues discussed in the background guides? In other words, consider available information and question how your country may be uniquely affected by the issue.
- How has your country acted on related, overarching issues? E.g. If the topic is green cities, check your country's stance on sustainability as a whole.

Such questions will then guide you with regards to directions for further research or forming arguments while speaking during sessions

Another tip is to search better- maybe changing your Googling strategy is all you need. This article packs quite a few search tips you may not have known.

## **2-Understand Your Committee**

- Despite having specific foreign policies that you should respect in your debate, you should fundamentally consider how your committee targets certain issues. Committees are established with very specific mandates under which they operate. An obvious example would be that the only committee whose resolutions are legally binding is the Security Council.



### 3-Understand Your Topics

This should constitute the most of your time spent on research. You may consider the following points:

- How would your committee act with respect to the topics in question?
- What problems currently persist and what solutions can you propose?
- How is your country affected by the relevant issues? What role does it play?
- Where does your country stand within the global community? What are the countries that might have an agreeing stance?

### Organizing Research Digitally

- Printing hundreds of Wikipedia pages or articles and putting it in a file the night before the conference without even reading it is not research. We can guarantee that frantically flipping through scores of pages will not serve you useful during committee sessions but will only make you overwhelmed.
- Research should be concise enough for you to read quickly and access easily during the committee sessions.
  - A 10,000 words Word document that is composed of entire articles copy pasted off the internet might be exhausting to navigate, even using Ctrl F/Command F.
  - Summarize short articles into 1-5 sentences and summarize longer articles/books into a couple of sentences max and paste their URL if needed for later. This way, you engage with the research and distill the essential, usable information (it also saves paper if you choose to print it out).
  - You can make use of “Heading Styles” on Word. This will allow you to easily navigate your document by creating a table of contents. [Click here](#) for a tutorial if unfamiliar.
  - Google Keep, One Note, Evernote are other app based alternatives to Word to organize research digitally.

### Tips to help you debate effectively:

- Come prepared for possible moderated caucus topics. This will especially help you if you are fairly new to MUN as it takes away some of the pressure of on-the-spot speech making, and it will also allow you to propose these when asked for points and motions. While it is not possible to prepare for every possible subtopic within your topic, delegates tend to vote for caucuses which are evidently linked to the issue and within the mandate of the committee. Such subtopics are easy to figure out once you have read up enough. E.g. if your topic is “Privacy rights” in UNHRC, moderated caucuses could be on incidents of gross violations of privacy

rights, its ethical/political implications, measures governments can adopt to uphold privacy, etc. Here, reading the background guide is helpful as it often provides subtle clues for caucus topics.

- Brainstorm solutions and come up with ideas for operative clauses as it will allow you to play a proactive role and contribute meaningfully while drafting resolutions with other delegates. You will have already done some of this while writing your position paper. When thinking solutions, explore beyond those that appear common-sensical. Editorial pieces from reputable journalists, advice from experts and global leaders, successful policies in a select group of countries; all of these are great starting points for ideas.
  - o Also see whether previous resolutions have proposed your ideas. If so, think of how yours is different in scale, implementation, targeted issues, etc.

During the committee sessions;

- Listen while someone is speaking
  - o Take notes when others are speaking- do not use that time to perform extensive research. Even better, where relevant, quote or paraphrase what they said during your speeches to prove you are actively listening to the discussion.
  - o Googling and fact checking every point made by another delegate could be exhausting and strains your attention. Reserve it when a point made seems too unrealistic based on your research.
- Preparing for speeches:
  - o During the sessions, your speeches could range anywhere between 30 seconds to 2 minutes.
  - o Have the main points jotted down. Writing entire speeches word by word to read them off paper can be time consuming (you may try this initially if you feel too uncomfortable but don't stick with this method if you want to improve your speaking skills)
  - o If a moderated caucus catches you completely off guard, you may have to come up with something impromptu
    - Perhaps a pre-planned structure which you can fill in quickly can help. Use a Problem-Solution pattern or devote each main point to solutions proposed by other parties and end with why yours' is the best. Some examples of common speech organization patterns can be found here.

- Psychology pro tip: Don't compare yourself too much with others
  - To learn from another delegate is one thing. To berate yourself continuously for not speaking enough, not being loud, not sounding assertive etc etc is not constructive at all. Every person has their unique style and possesses varying levels of experience. There is no formula; a soft-spoken delegate who has unleashed few but sharp arguments may end being the better diplomat in the room.

## **Section IV: The Position Paper**

Up until this point, you most probably haven't officially drafted any document, and the position paper would be your first. The position paper, sampled in Figure 2 and Figure 3, is a brief document that officially states your country's position with respect to the topics of the conference. It is used to evaluate the quality of your research, as well as help the moderator to understand the general flow of the debate in which the delegates are interested. Moreover, it helps you in building and summarizing your general understanding of your country's position. You obviously will not be able to correctly draft it without having your research fully conducted. Once you collect all the information required to solidify your position, you may start writing the position paper, keeping the following generic structure in mind:

### **Header**

You should state in the header your country, your school or university, and the committee to which you are assigned.

### **Introduction**

Your paper should provide a very brief introductory statement that introduces your committee, your country and the topics which your position paper discusses. This segment serves as a brief introductory paragraph that professionally initiates the paper.

### **Body**

The body of the position paper should be divided into two equal segments, each segment discusses one of the two topics assigned to your committee. Both segments should start with a title numbered with a roman numeral followed by the following three parts:

- **Background:**

This part should occupy roughly 20 percent of your paper. It should state a comprehensive background about the topic, the past actions taken by the global community and the United Nations, and the current situation of the matter. It would be very impressive to also identify any specific problems within the topic that your country looks forward to solving through the conference.

- **Country's Position:**

This part should occupy roughly 50 percent of your paper. It should state your country's position within the topic, as well as what direct or indirect role it plays towards it. You may also state any past actions that your government has taken to solve the issue in question. All countries within each committee have been chosen wisely in such a way that all of them are involved with the topics. Therefore, regardless of your country's foreign policies, it always has a role in the committee of which it is a member state. Your research about your country and its policies will provide sufficient aid in formulating your stance towards the topic.

- **Possible Solutions:**

This part should occupy roughly 30 percent of your paper, and is certainly the most entertaining to read. It is the part in which you can stand out as a delegate and perhaps flex your diplomatic skills. If you were able to state the specific problems within your topic and your country's position, then you should be able to propose solutions to your committee. Your solutions must always align with your country's foreign policies and, obviously, be meaningful and realistic, in a sense that they are applicable with respect to the mandate and potential of your committee.

**Notes:**

- Position papers should be no longer than two pages, in Times New Roman font, at 12 pt. Single spaced, 1-inch margins, and justified paragraphs.
- The paper should address both topics provided in the background guide equally.
- The paper should be entirely original. Plagiarism is not tolerated within our conference and will reflect poorly on you.
- Your position paper may serve as your opening speech; however, it is not strictly necessary. It is also encouraged that the paper is reformulated into a more concise speech due to the time constraints of speech time.
- Avoid presenting another country in a negative manner.
- Avoid undiplomatic comments about another country.
- Avoid providing statistics without explaining their significance.
- Double delegates should submit only one position paper.

## **Submission:**

- Submit to: Your Moderators (Email on the background guide), by 20th Feb, 2021, 11 pm.
- Include in the header your institution and the country that you represent (as mentioned above).
- Name the file “AUSMUN21\_PP\_(Committee Name)\_(Country Name)”. Example: “AUSMUN21\_PP\_UNICEF\_United States”.
- The position paper should be submitted in .pdf format.

## **How to start researching for my position paper?**

Ideally, the best place to begin your research for the position paper is to look into the background guide which will be made available to you. In the background guide you will find basic information about your committee, the context of the topic, and a few pointers as to the implications of each issue. You can build on this information through further research on the history of the topic. The background guide will also provide you with a section listing some of the past precedents set by the UN on your topics. You should look further into these treaties, conventions, agreements and actions and include this information in your position paper.

Furthermore, you are expected to conduct in-depth research about your country's position with reference to both the topics of your committee. This research that will stem from your understanding of the background guide will form the core of your position paper. You should gain complete knowledge regarding your countries policies, past actions, collaborations, and future plans.

Sources have to be listed at the end of each topic for your position paper so make sure to use credible ones. The following section lists some credible websites you can use. This list is by no means exhaustive or strictly necessary to use, and you are encouraged to expand beyond it.

## **Intellectual Property and Citation:**

A position paper of a certain country is written with the presumption that it is a policy statement directed by the Ministry of Foreign Affairs of that country. Hence, sources that belong to that country need not to be cited. However, any other source should be cited in text. For example “According to the UNHCR Report titled XYZ, it is stated that 56%....”. AUSMUN has no tolerance towards any form of plagiarism.

Remember that plagiarism is unacceptable- your position paper will be run through plagiarism checkers and any excessive similarity found will have serious consequences. The same applies to resolutions. While they are great starting points to come up with your own solutions/clauses, do not copy paste clauses from past resolutions.

All delegates should respect the intellectual property of any document and refer to its source if the document is not the original work of the delegate. The conference has the right to take further actions against any delegate failing to respect the intellectual property of any document, including but not limited to, dismissal from the conference.

### **Some Credible Websites for Position Paper Citations:**

- UN Official Website: <http://www.un.org/en/index.html>
- The CIA World Factbook: <https://www.cia.gov/library/publications/the-world-factbook/>
- World Bank: <https://www.worldbank.org/>
- Amnesty International: <https://www.amnesty.org/en/>
- BBC News: <http://www.bbc.com/>
- Governments Official Site
- Can I use Wikipedia?
  - Where is it helpful: Getting an initial idea of the topic. The sources listed at the bottom of the Wikipedia page can also be a good start for your research.
  - Where should you not use it: Do not, do not use Wikipedia as a direct source for your position paper. Wikipedia is openly editable: just as you write, somebody may have changed the statistic you just used.

### **Section V: Rules of Parliamentary Procedure**

During the conference, your chairs will intermittently ask whether there are any “points or motions on the floor”, upon which you are allowed to raise your placard and state one of the points and motions mentioned below. It is possible to raise a point without the chairs explicitly asking, e.g. raising a point of order after a speaker has finished speaking to correct a factual inaccuracy but note that it absolutely cannot be raised while someone is speaking. (Only exception is Point of Personal Privilege).

- **Point of Personal Privilege:** A point of personal privilege is raised when a delegate is uncomfortable with the surroundings of the room or is feeling unwell. A common point of personal privilege is one that involves adjusting the room temperature. No voting is required for a point of personal privilege, and it is the only point or motion which can interrupt the speaker. All other points or motions do not interrupt the speaker.
- **Point of Order:** A point of order is raised due to an error with the Dais, a rude comment made by another delegate or incorrect information being said. It does not require a vote.
- **Point of Information:** A point of information is used when a delegate wishes to ask a question to another delegate. A point of information must be phrased in the form of a question rather than simply a statement that needs to be made. It does not require a vote.
- **Point of Parliamentary Inquiry:** A point of parliamentary inquiry is used when a delegate wishes to inquire about the current procedure being conducted in the committee. This point is addressed to the Dais. It does not require a vote.
- **Motion to Set the Agenda:** A motion to set the agenda is usually the very first motion that is used in a Model United Nations conference. It is used to set the agenda for the committee by deciding the order of topics that will be discussed. It requires a simple majority vote to pass. Example: Motion to set the agenda on Topic II, followed by Topic I
- **Motion to Open the Speakers' List:** A motion to open the speakers' list is a motion passed by a delegate to set the official speakers' list for the committee. Example: Motion to open the general speakers list. Speakers raise their placards initially to be added to the speakers' list. Afterward, delegates may send a note to the Dais to be added to the speakers' list. It does not require a vote.
- **Motion for a Moderated Caucus:** A motion for a moderated caucus is a motion set forward by a delegate to open a separate speakers' list to discuss a specific aspect of the debate. The delegate must specify (i) the duration of the moderated caucus, (ii) the topic to be discussed and (iii) the individual speaking time. It requires a simple majority vote to pass. Example: Motion to start a moderated caucus on identifying the causes for xyz, with individual speaking time 1.5 minutes and total speaking time 25 minutes

● **Motion for an Unmoderated Caucus:** A motion for an unmoderated caucus is a request to allow the delegates to freely discuss amongst each other without any formal supervision and facilitation of the debate so as to allow them to negotiate their ideas and policies regarding certain points and ideas. This motion is usually raised after the committee has spent some time in moderated caucuses and general speakers list. It requires a simple majority vote to pass. Example: Motion to move into an unmoderated caucus for a duration of 30 minutes

● **Motion to Move into Voting Procedure:** A motion to move into voting procedure closes debating on the topic at hand and moves the committee into voting procedure on the resolutions. This motion requires two speakers for and two speakers against it. It requires a simple majority vote to pass.

● **Motion to Recess:** A motion to suspend the meeting temporarily suspends the debate for a specific period of time. It is only entertained by the Dais during the end of a committee session. It requires a simple majority vote.

● **Motion to Adjourn the Meeting:** A motion to adjourn the meeting is only entertained by the Dais at the end of the conference. It requires a simple majority vote.

● **Yield:** At the end of a speech, delegates must yield the remainder of their time, if any time is available, to the following:

- Yield their time to the Chair.
- Yield their time to questions.
- Yield their time to another delegate.

### **Guidelines for online conference and usage of Zoom**

- Use a laptop- not a phone or other devices to attend the conference sessions
- Keep your microphone muted until you are permitted to speak
- Keep your camera on during the whole session
- Use the “Raise Hand” feature to join a speaking list (general speaking list/moderated caucus speaking list)



- If you raise your hand up, you are responsible to lower it down
- Chairs will recognize delegates in the order in which they raise their hands
- Use your microphone to state your presence status during the roll call (present, present and voting, abstaining)
- Use the Yes/No buttons to vote on motions
- Ask your moderators to place you in a breakout room during unmoderated caucus
- Refrain from typing in the chat box while another delegate is speaking to avoid disrupting the speech
- Please make sure to listen to your moderators for any and all instruction regarding the logistics of Zoom

## **Section VI: Resolutions**

A resolution, in Figure 4, is a document that ideally contains the issue a specific committee is discussing and proposes solutions to the topic in question. A resolution is initially called a draft resolution until it passes a voting procedure. It is noteworthy to mention that a resolution is a reflection of the quality of the debate throughout the conference. In other words, it is the final product towards which all delegates should look upon drafting. Moreover, you should keep in mind that the resolution, i.e. passed draft resolution, is adopted by the entire committee by majority or consensus which enforces the spirit of diplomacy and dialog that should be respected by the delegates.

### **Who Drafts Resolutions?**

All delegates are generally allowed to draft resolutions. It is important to get familiar with the following terminologies:

*Main Submitter: The main country, i.e. delegate, in charge of drafting the resolution. Each resolution should have only two main submitters.*

*Sponsors: All the other countries that are involved in the process of drafting the resolution. Each resolution should have multiple sponsors. The exact minimum and maximum numbers of sponsors for a resolution depend on the committee size, and you may ask the Dais to specify that piece of information for you.*

*Signatories: A signatory is a country that is not involved in drafting the resolution; however, it is interested in debating the resolution. Being a signatory does not state any means of an agreement with the resolution. There is no maximum number of signatories per resolution; however, the exact minimum depends on the committee size, and you may ask the Dais to specify that piece of information for you.*

## **When are Resolutions Written?**

Typically, resolutions are written during unmoderated caucuses of the committee sessions. As mentioned under the Rules of Parliamentary Procedure, delegates during the unmoderated caucuses are able to move freely, hence allowing them to get together, discuss ideas and reach mutual solutions for the topics being discussed.

## **Voting on Resolutions**

All the discussions and debates of a committee are supposed to ultimately lead to drafting resolutions that are ideally passed by the committee. AUSMUN allows multiple resolutions to be passed within the same committee as long as none of them is in contradiction to each other and to the sponsors' foreign policies. Resolutions are usually voted on after debating amendments raised, if any.

## **Preambulatory and Operative Clauses:**

The resolution follows a certain format, as illustrated in Figure 4, and one of the unique features of this format is the use of two distinct types of clauses – namely, Preambulatory Clauses and Operative Clauses.

- **Preambulatory Clauses:**

These clauses mainly discuss any relevant past event, statements by the United Nations Secretary General, past United Nations resolutions and other related material.

- **Operative Clauses:**

These clauses propose solutions in order to reach a final resolution in which the issue is resolved.

## **Section VII: Amendments**

You might agree with the overall resolution but have some objections to certain clauses with the resolution. In such a case, you have the option to propose an amendment to a specific clause. An amendment might literally mean amending a certain clause or removing it entirely from the resolution. After an amendment is submitted to the Dias, it might be one of the two following types, as in Figure 1 below:

- Friendly Amendment: An amendment that is approved by all the sponsors of the resolution. This type of amendment passes right after the sponsors' approval. Please note that amendments addressing grammatical errors are always considered friendly amendments.
- Unfriendly Amendment: An amendment that is disapproved by at least one sponsor of the resolution. Such an amendment requires a speaker for the amendment and another one against it. After speakers are done with their speeches, the committee moves into voting upon the amendments and a simple majority is required for it to pass.

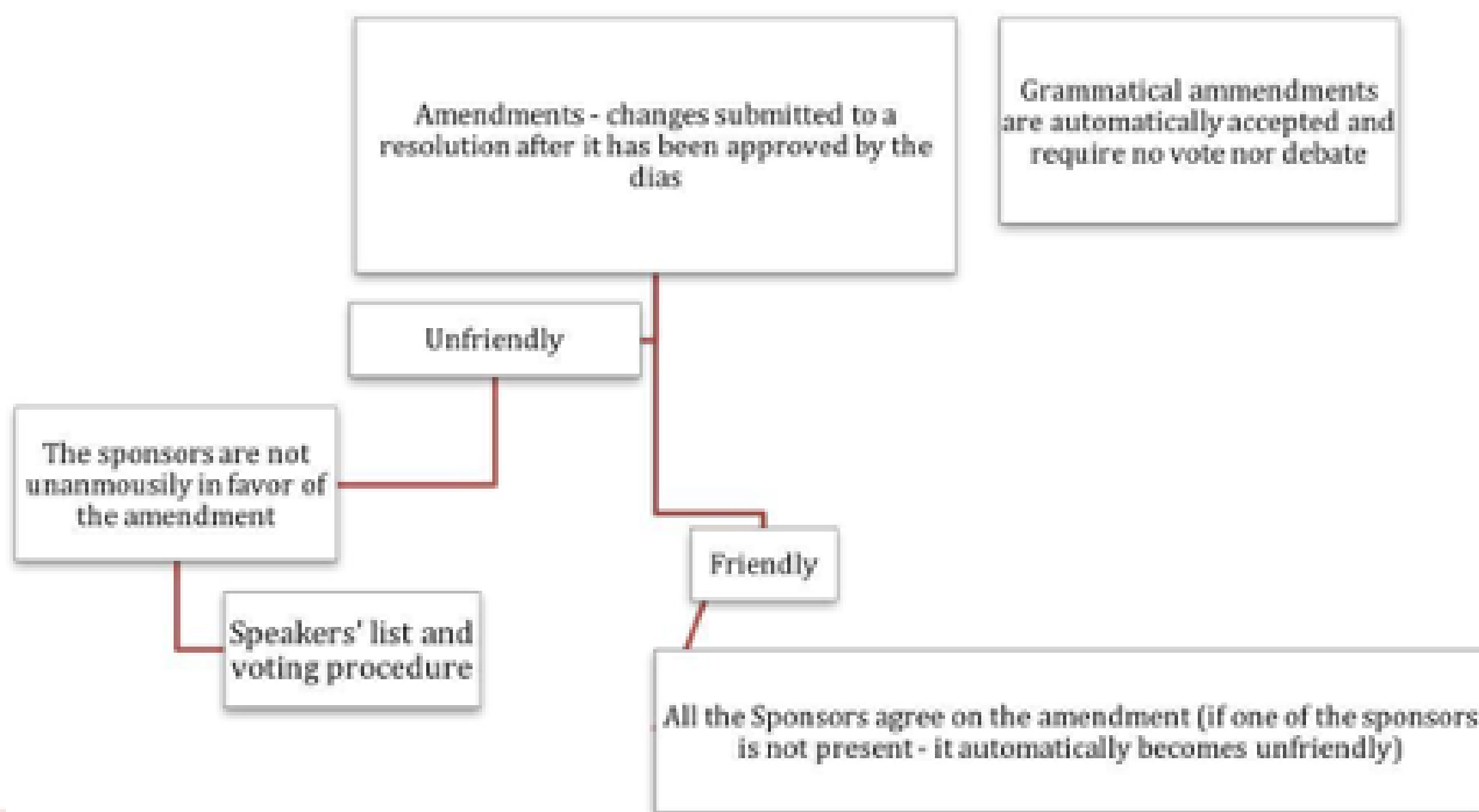


Figure 1. Amendments Flow Chart

When should you raise amendments: once a draft resolution has been presented, chairs will ask whether there are any amendments on the floor.

## Section VIII: Soft Skills and Awards

One last point that you need to consider for the conference is having a well-established set of soft skills. Throughout the conference, you should be giving many speeches, working and debating with other delegates in order to draft resolutions of a good quality. Therefore, public speaking, diplomacy, critical thinking and teamwork are no less important than the research you conduct and your awareness of the rules of parliamentary procedure.

With regards to the awards provided, please note the following for the particular committees:

- **All committees with the exception of the Security Council:**

- Outstanding Delegate
- Distinguished Delegate
- Honorable Mention
- Best Research
- Best Speaker

- **United Nations Security Council committees:**

- Outstanding Delegate
- Honorable Mention
- Best Research

Some of the points that are evaluated positively towards winning an award are the following:

- ✓ Delegate actively raises their placard at every available opportunity, bringing something new to the table and expressing a point regarded as insightful, unique and of high quality.
- ✓ Delegate represents his/her country's foreign policies accurately.
- ✓ Delegate maintains professional language at all times.
- ✓ Delegate is dressed in the utmost formalism and appropriateness at all times.
- ✓ Delegate shows a deep understanding of the topics.
- ✓ Delegate is a team player who compromises and takes into consideration all other delegates points without compromising his/her country's foreign policies and principles.
- ✓ Delegate contributes to the flow of debate significantly.
- ✓ Delegate diplomatically works and thoughtfully with other delegates.
- ✓ Delegate uses his/her speeches to guide the committee during formal sessions.

Some of the points that are evaluated positively towards winning a Best Research award are the following:

- ✓ Position Paper follows the correct format provided in the Delegate Handbook.
- ✓ It provides a proper and brief introduction to the committee.
- ✓ It provides a high accuracy of the information; viability of solutions suggested; well-supported arguments

- ✓ It uses a diplomatic language.
- ✓ It uses a correct and proper structure and flow, clarity, cohesiveness, grammar, and spelling.
- ✓ It is an original writing. Plagiarism is not tolerated and is heavily penalized.

## **Section IX: Code of Conduct**

In line with the Terms and Conditions provided during the registration for AUSMUN, delegates are reminded of some of the following points as part of the general Terms and Conditions:

- Delegates must maintain professional behavior at all times amongst themselves, towards the advisors, the Dais and the Executive and Advisory Board;
- Delegates must refrain from profane and inappropriate language;
- During the committee session, the use of cell-phones, laptops, tablets and other electronic devices are only permitted for conference related purposes;
- Male and female delegates must be dressed appropriately and formally throughout the conference. (short skirts and jeans are not permitted) and male delegates are to be in full suits while addressing the committee (tie, shirt tucked in, suit pants, suit jacket and formal shoes);
- Note passing is strictly for conference related purposes, passing notes containing anything not within the scope of AUSMUN is strictly prohibited;
- Taking pictures or video recordings of other delegates without their consent is prohibited as per the UAE Cybercrime Law No.5 of 2012;
- The use of personal pronouns during committee sessions is not permitted.



## Appendix

### Sample Position Paper:

Following figures depict a sample position paper that is meant to provide a general idea on the format that AUSMUN recognizes. Note the use of citations- simply copy pasting links does not count as proper referencing. Use the APA style (intext citations and reference list) or Chicago Style ( like the footnotes in the below example). Either method is acceptable.



*Position Paper for the United Nations Office on Drugs and Crime*

The topics before the United Nations Office on Drugs and Crime (UNODC) are “Issue of Fraudulent Medicine” and “Transnational Operations of Human Trafficking with a focus on Social and Sexual Exploitation”. UNODC helps the UN address a coordinated and broad response to complimentary issues of political corruption, international terrorism, crime prevention and criminal justice, illicit trafficking and drugs abuse. Saudi Arabia is in active partnership with UNODC and is taking steps collaboratively to develop a safer society.

**I. Issue of Fraudulent Medicine**

The World Health Organization defines fraudulent medicine as “one which is intentionally and fraudulently mislabeled with respect to identity and/or source”. While the definition may vary from region to region, the issue remains that one in ten medicines sold is counterfeit, according to WHO. These medicines pose a very high risk to public health. They often lead to incurable consequences and, in many cases, also eventually lead to death of the patient. With this practice sustaining a very profitable business, it falls upon the international community to fight its threats and protect their health and the public from being exploited.

Saudi Arabia, with approximately 60% of the provincial share, is one of the largest pharmaceutical markets in the MENA region. Subsequently, criminals have attempted to leverage this lucrative market. Local pharmaceutical companies have estimated that approximately 30-40% of the medicines sold are counterfeit.<sup>1</sup> The government has responded with several active measures. The Saudi Food and Drug Authority (SFDA) was established with the purpose of regulating, controlling and managing food and pharmaceutical products. SFDA established a new drug code in 2016 in order to ensure overall quality of the medicine as well as reliability and readability of the provided information. Following the GS1 Standards, providing information on the packaging was made mandatory. From the global point of view, SFDA reduced the number of entry ports for drugs from 33 to 14, with each station adequately equipped with well qualified pharmacists to test the drugs arriving and curb the supply of fraudulent drugs.<sup>2</sup> Additionally, the SFDA is also in constant liaison with pharmaceutical companies such as Pfizer and Merck to detect harmful medicines. Simultaneously, market surveys are conducted and samples of supplied drugs from targeted areas are sent for analysis periodically as a result of which pharmacy computerized inventory systems such as CloudPital have been implemented to improve inventory management of legitimate drugs in pharmacies, another reason why there is an increase in the demand for counterfeit drugs. Moreover, the kingdom is also an active member of the Commission on Crime Prevention and Criminal Justice, as well as an earnest signatory of the United Nations Convention against Transnational Organized Crime.

Saudi Arabia is also actively contributing by attending summits and conferences held by the UNODC and engaging in discussion and deliberations. In SFDA’s Third Strategic Plan (2018-2022), emphasis has been placed on availability of safe and effective products, proactive engagement with the public’s needs, and risk-based decision making with reference to scientific experiments. Using customs to stop the fraudulent drugs from even entering the

<sup>1</sup> Alhedethe, Abdulaziz, and Khaled Alhudaithy. "An Evaluation." Archives in Chemical Research 02, no. 01 (2017). doi:10.21767/2572-4657.100014.

<sup>2</sup> Brigitte Naftalin, "Drug Serialization in Saudi Arabia," Adents English, last modified April 30, 2019, [https://adents.com/article-serialization\\_saudi\\_arabia-1646.html](https://adents.com/article-serialization_saudi_arabia-1646.html).

Figure 1. Amendments Flow Chart

market is by far the most cost-effective solution which can be easily implemented worldwide. Another solution is to educate healthcare professionals to identify cost-saving medicine alternatives such as generic medicines. With the general public's life at stake, it becomes the world's utmost priority to find methods to strengthen its stance, regulate its control over, and eventually eliminate counterfeit medicines.

## II. Transnational Operations of Human Trafficking with a focus on Social and Sexual Exploitation

Transnational human trafficking; the illegal trade of humans against their will for the purpose of sexual exploitation or forced labor is modern-day slavery. The United Nations estimates that nearly 21 million people are being trafficked around the world. Identifying and eliminating poverty - the basic social cause of this issue is key. Another key concern, as identified by the UNODC is the fact that most people who are trafficked cannot be identified, which renders them unable to access the necessary support and resources.<sup>3</sup> The Saudi government is ready to be dynamic and flexible to accommodate victims and prevention strategies in conjunction with the rest of the world.

KSA strongly supports human rights and is making efforts to improve the prevailing situations. Expatriates, primarily from South, Southeast Asia and Africa, migrate to Saudi to work in diverse sectors and constitute almost 38.4% of the population.<sup>4</sup> However, the kingdom recognizes that the promise of economic opportunity could leave people vulnerable to trafficking and forced labor. Within the country, measures have been taken through legislation, including arraignment and punishing criminals, providing protection to victims and collaborating with other states and international organizations. Saudi and UNODC have collaboratively launched the National Referral Mechanism, which aims to ease identification of perpetrators and provision of support and care for victims.<sup>5</sup> On an international level, Saudi Arabia is a part of the United Nations Convention to Combat Transnational Organized Crime, the Protocol to Prevent Trafficking in Persons and the Protocol against the Smuggling of Migrants by land, air and sea. Regulatory steps have also been taken for licensing the activities of recruitment agencies, monitoring immigration patterns and visa issuance. These actions demonstrate the kingdom's continued commitment towards curbing this egregious issue and ensuring all categories of victims can seek resource and assistance.

The government is also working in liaison with UNICEF and the Yemeni Government to prevent trafficking of children for begging and sexual exploitation. Saudi continues to create awareness among the general public through controlled media outlets. Training government officials worldwide to identify cases of sex-trafficking and to develop quick actions is the simplest solution to the arising problem. Additionally, special anti-trafficking courts can be established. The Kingdom hopes that the world can come together yet again to abolish this present-day slavery, for in the words of the late Nelson Mandela, "To deny people their human rights is to challenge their very humanity".

<sup>3</sup> UNODC. "FAQs." United Nations Office on Drugs and Crime. Accessed July 29, 2019.  
<https://www.unodc.org/unodc/en/human-trafficking/faqs.html>.

<sup>4</sup> UNODC. "UNODC virtually launches new measures on Anti-Human-Trafficking in Saudi Arabia". United Nations Office on Drugs and Crime. Last modified April 8, 2020.  
<https://www.unodc.org/unodc/en/frontpage/2020/April/unodc-virtually-launches-new-measures-on-anti-human-trafficking-in-saudi-arabia.html>

<sup>5</sup> Ibid.

Figure 1. Amendments Flow Chart



## Points and Motions:

AUSMUN will only recognize the points and motions in Table 1 below:

Table 1. Points and Motions Voting Procedure

Point/Motion	Second Required?	Interrupt Speaker?	Vote Required?
Point of Personal Privilege	No	Yes	Chair Recognition
Point of Order	No	No	Chair Recognition
Point of Parliamentary Inquiry	No	No	Chair Recognition
Point of Information	No	No	Chair Recognition
Motion to Set the Agenda	No	N/A	Simple Majority
Motion to Open Speaker's List	No	No	Two-thirds Majority
Motion for a Caucus	Yes	No	Simple Majority
Motion to Recess	Yes	No	Simple Majority
Motion to Table	Yes	No	Two-thirds Majority
Appeal to the Decision of the Chair	No	No	Two-thirds Majority
Motion to Close/Resume the Debate	Yes	No	Two-thirds Majority
Motion to Postpone the Debate	Yes	No	Simple Majority
Motion to Divide the House/Question	Yes	No	Two-thirds Majority
Motion to Move into Voting Procedure	Yes	No	Simple Majority
Motion to Adjourn the Meeting	Yes	No	Simple Majority



## Sample Resolution

The following is a sample resolution. Note the contrast in the use of the two types of clauses and the proper use of punctuation.

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**Committee:** United Nations Office on Drugs and Crime

Topic: Transnational operations of human trafficking with a focus on social and sexual exploitation

**Main Submitters:** 2

[The main country, i.e. delegate, in charge of drafting the resolution. Each resolution should have only two main submitters]

**Sponsors:** 2/3/5

*[All the other countries that are involved in the process of drafting the resolution. Each resolution should have multiple sponsors. The exact minimum and maximum numbers of sponsors for a resolution depend on the committee size, and you may ask the Dais to specify that piece of information for you]*

**Signatories:** Unlimited

*[A signatory is a country that is not involved in drafting the resolution; however, it is interested in debating the resolution. Being a signatory does not state any means of an agreement with the resolution. There is no maximum number of signatories per resolution; however, the exact minimum depends on the committee size (33% generally), and you may ask the Dais to specify that piece of information for you]*

### **Preambulatory Clauses**

*[These clauses mainly discuss any relevant past event, statements by the United Nations Secretary General, past United Nations resolutions and other related material]*

Recalling the Universal Declaration of Human Rights and United Nations Convention to Combat Transnational Organized Crime,

*Reaffirming* in particular the Protocol to Prevent, Suppress and Punish Trafficking in Persons, Especially Women and Children, and recalling the Convention for the Suppression of the Traffic in Persons and of the Exploitation of the Prostitution of Others,

*Recognizing* that victims may not be easy to identify and measures must be taken thereon,

*Realizing* that victims are subject to racial discrimination, gender discrimination and discrimination based on ethnicity, culture and religion,

**Operative Clauses (5 minimum)**

*[These clauses propose solutions in order to reach a final resolution in which the issue is resolved.]*

1. Calls upon all countries to recognize and tackle the major contributing issue of poverty to eradicate human trafficking;
  2. Encourages countries to establish communication centers or hotlines for victims and potential victims to share and explain issues they are facing;
  3. Further requests countries to strengthen laws and punishments for offenders;
  4. Further recommends development of employment opportunities so that individuals are not susceptible to trafficking;
  5. Further invites countries to establish anti-trafficking courts or develop existing anti-trafficking courts to deal with and provide justice to already affected victims;
    - a. Sub-clause 1
    - b. Sub-clause 2
  6. Draws the attention towards combating document forgery by using regulatory steps for licensing the activities of recruitment agencies, monitoring immigration patterns and visa issuance.
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## List of Preambulatory and Operative Clauses:

The following is just a list of some of the terms that you are allowed to use in your resolutions. However, you are very welcome to use any other term as long as it carries the same interpretation.

Table 2. List of Preambulatory and Operative Clauses

Preambulatory Clauses		Operative Clauses	
Affirming	Guided by	Accepts	Notes
Alarmed by	Having adopted	Affirms	Proclaims
Approving	Having considered	Approves	Reaffirms
Bearing in mind	Having examined	Authorizes	Recommends
Believing	Having received	Calls	Regrets
Confident	Noting with deep concern	Calls upon	Reminds
Contemplating	Keeping in mind	Condemns	Requests
Convinced	Noting with satisfaction	Confirm	Solemnly affirms
Declaring	Noting further	Congratulates	Strongly condemns
Deeply concerned	Observing	Considers	Supports
Deeply conscious	Reaffirming	Designates	Takes note of
Deeply convinced	Realizing	Draws the attention to	Declares accordingly
Deeply disturbed	Recalling	Emphasizes	Trusts
Deeply regretting	Recognizing	Encourages	Transmits
Desiring	Referring	Endorses	Further reminds
Emphasizing	Seeking	Expresses its appreciation	Further recommends
Expecting	Taking into consideration	Expresses its hope	Further requests
Expressing its appreciation	Viewing with appreciation	Further invites	Further resolves
Fulfilling	Taking note	Further proclaims	
Fully aware	Welcoming		
Further deploring	Further recalling		

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## Delegate Training Workshop Schedule:

Date of the workshop: Jan 30th, 2021

Table 3. Workshop Details

Event	Time
Welcome and Introduction to the United Nations	10:00 AM to 10:15 AM
Discussion about The Rules of Procedure	10:15 AM to 11:00 AM
Discussion about The Position Paper and Resolution	11:00 AM to 11:30 PM
Q & A	11:30 AM to 11:50 AM
Reallocation to Breakout rooms on Zoom	11:50 AM to 12:00 PM
Mock AUSMUN Session <i>Topic: People Should Be Legally Required to get COVID-19 Vaccines</i>	12:00 PM to 2:00 PM



# AUSMUN 2021 Schedule

THE SCHEDULE IS SUBJECT TO CHANGE

<b>February 25<sup>th</sup>, Thursday</b>	<b>February 26<sup>th</sup>, Friday</b>	<b>February 27<sup>th</sup>, Saturday</b>
<b>5:00 PM to 6:30 PM</b> Virtual Opening Ceremony	<b>2:00PM to 4:00 PM</b> Second Committee Session <b>via</b> <b>shared links</b>	<b>10:00 AM to 12:00 PM</b> Fourth Committee Session <b>via shared links</b>
<b>6:30 PM to 7:00 PM</b> Break	<b>4:00 to 5:00 PM</b> Break	<b>12:00 PM to 1:00 PM</b> Break
<b>7:00 PM to 9:00 PM</b> First Committee Session <b>via shared links</b>	<b>5:00 PM to 6:30 PM</b> Third Committee Session <b>via</b> <b>shared links</b>	<b>1:00 PM to 2:30 PM</b> Fifth Committee Session <b>via</b> <b>shared links</b>
	<b>7:00 PM to 9:00 PM</b> Virtual Social Event	<b>2:30 PM to 3:00 PM</b> Break
		<b>3:00PM - 5:00 PM</b> Sixth Committee Session <b>via</b> <b>shared links</b>
		<b>7:00PM to 8:00 PM</b> Virtual Awards Ceremony

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