DELEGATE HANDBOOK

CPSSMUN XI

Introduction To Model UN

Model United Nations is a club rooted in diplomacy that aims to simulate UN conferences. It tests an individual's patience, creativity, leadership, public speaking, and critical thinking. There are three different types of committees in MUN: General Assemblies (GA), Specialized Agencies (SA), and Crisis Committees.

General Assemblies

The GA imitates the protocol used in UN meetings, both in size and in discussion. All GAs are either branches of the United Nations or particular periods in time when they have met to discuss a world issue. This means that General Assemblies are often UNESCO, WHO, UNSC, etc. You are not assigned a character, instead serve as a delegate for a given country – countries are given randomly. Such criteria means that topics in these committees along with any other committees at CPSSMUN must be handled with respect and care. As such, personal pronouns are not to be used, and you would refer to yourself or other people as, "delegate of/from (country)" or "the delegation of (country)." All appropriate conclusions come through the form of well-written resolutions. Note: GA can only suggest action to be taken as a whole and can't outright take action on behalf of others, it is up to the delegate who is representing a country to take action on behalf of their delegation.

Specialized Agencies

Specialized Agencies can be similar to both a Crisis and a GA, depending on the conference, the theme of the committee, and the directors that are hosting the committee; they sometimes function as a smaller GA and are not limited to just sub-branches of the UN. For example, a Specialized Agency can be in the Legislative Assembly of Ontario. Or they can include crisis arcs and be entirely fictional. Either way, they use resolutions as opposed to directives and do not include a back room, or a place to send crisis notes.

Crisis Committees and ADHOCs

Unlike the General Assembly, these can either be fictional or non-fictional, which is also dependent on the conference and the directors who are hosting the committee. You usually serve as a character, and personal pronouns are permissible due to the nature of this committee. Crisis

committees are fast-paced committees and have a very different environment than a General Assembly. With multiple crisis arcs being thrown at you, there is no telling what to expect. It is up to you as a delegate to overcome these challenges while staying as close to your character role as possible; you will generally be given a list of information about your character and their abilities, goals, and pitfalls although you're always able to also ask the Chair for more information. Furthermore, conclusions are reached through the use of directives, either group or personal. Unlike in other committees, Crisis opens the opportunity to send private directives in order to establish individual goals only regarding your own character's wants and needs. ADHOCs are crisis committees, but the only difference is that delegates are not aware of the committee details or their characters prior to the committee session.
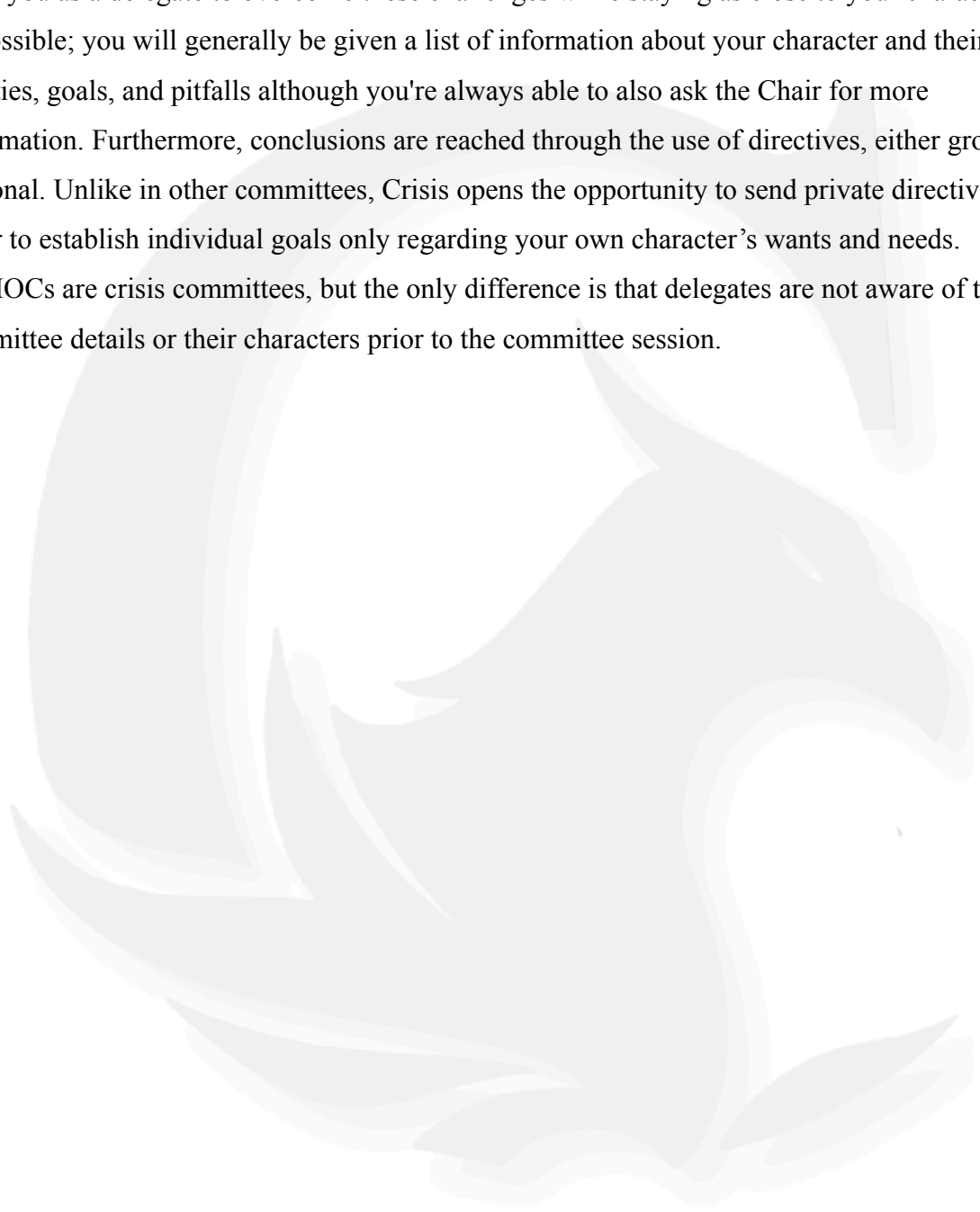
Role Terminology

General

Delegate

➜ Are the participants of the conference

Secretariat

➜ The organizers of the conference who are in-charge of ensuring everything runs smoothly.

◆ If any issues arise, please seek any of the CPSSMUN Secretariat members for further assistance

Dias

➜ The team of individuals that are responsible for creating, running, and managing individual committees

Dias in Detail

Director

➜ Responsible for writing the background guide. They may participate as another member of the dais during committee sessions and are flexible to assume any role. They are the head of the committee and are available to answer any questions you may have.

Moderator

➜ Responsible for moderating the flow of conversation, while minimizing equity concerns. During a session, you may ask the moderator a question via a note or during an unmod. Please respect the moderator and only speak when the moderator has stopped.

Typist

➜ Responsible for updating documents (often speaker lists) and running timers. Their timer will be projected on a screen for delegates to see.

Page

➜ Responsible for handing out notes from delegates and the chair and back to the crisis team where applicable.

Crisis Analyst (also known as Backroom or Crisis Team)

➔ Responsible for replying back to private directives, assuming characters as part of a crisis arc, or concluding public directives which the committee works together on

➔ Only part of specific SAs and all Crises

Model UN Procedure

Motions and terms

Moderated Caucus (Mod)
- *Delegates sit in their spots and speak when called upon*
- *Format: Total Time, Individual Speaking Time, Topic*
    - → *"Motion for a 5 minute moderated caucus, speaking time 30 seconds, on the topic of teamwork."*

Unmoderated Caucus (Unmod)
- *Delegates can roam around the room and talk to any of the delegates*
- *Format: Total Time*
    - → *"Motion for a 7 minute unmoderated caucus."*

Round Robins
- *Allows every delegate to speak*
- *Format:* round robin, speaking time per delegate
    - → *"Motion for a round robin, individual speaking time 30 seconds"*

Q&A

- *Allows you or other delegates to ask questions to one another*
- *Format:* Total time, who the questions are directed to, time per response
    - → *"Motion for a 4 minute Q&A with the delegation of X, 1 minute per response"*

Yield to Chair
Example:

Delegate: …and for these reasons, we must work together to solve the conflict

there is still speaking time left

Delegate: I'd like to yield my time to the chair.

Points

Point of Inquiry
- ○ Used to ask any questions about procedure

Point of Personal Privilege
- ○ Used when a delegate experiences discomfort

Point of Order

○ Used when you believe an error of procedure was made

Right of Reply

○ Used a delegate insults the a nation or delegate

PUBLIC DIRECTIVES

- Mini resolutions used to resolve immediate issues
- Requires teamwork with other delegates
- Voted on by the committee
- Used to do things not possible individually

Ex: using a public directive to deal with a disease that has taken over the world

Public Directives Components

- There are 4 main parts to a Public Directive.

- Title: A name you create for your paper (you can be creative!).

- Sponsors: The Delegates that wrote the Majority of the paper are the Sponsors.

- Signatories: Delegates that want to see the paper be presented in committee. They do not necessarily need to be in the papers favor.

- Operative Clauses: The body of your paper that details how and what actions the sponsors wish to take in order to solve the problem.

Sponsors
- The authors and contributors to a paper
- WANT the paper to pass*
- Have a role in the presentation of the paper
- Responsible for answering any questions in a Q&A
- Maximum number

Signatories

- Members of your committee who want to see your paper presented
- They do not have to support the paper

- Unlimited

PASSING A PAPER

Passing the paper

After you are finished writing the paper, ask the chair to read it over and approve the paper

Motion To Introduce The Paper

If the chair approves the paper, request a motion to introduce the paper to the rest of the committee. Read the paper word to word as you present.

Debating On The Paper

Once the paper is read, it can be debated on via either a Q/A or a For/Against

Motion to Enter Voting Procedure

A motion to enter voting procedure would be placed where delegates decide if they want to pass or fail the paper. If the paper passess, it will take effect.

Note: During voting procedure, no one can send notes nor enter or exit the room

PRIVATE DIRECTIVES (CRISIS)

- A direct form of communication between you and the crisis room OR other delegates
- Secretive
- Used to advance personal goals

- Ex: sending a private directive to a delegate requesting to truce with them

- Ex: send a private directive to the crisis room requesting spies to be placed on another delegate

There are 4 main parts to a Private Directive.*

Crisis Note Name: A name you create for your directive (you can be creative!).

Phase: It's a number of reasonable steps you'd like to take to hit your overall goal

Goal: A simple and concise objective you'd like to do. It can't be something extremely off-character or too extravagant in one go.

Content: These are the list of things you need to get done. This allows the Dias to know exactly what's going to happen and how if they pass your crisis note.

Notes
- allows you communicate with the Crisis team/ backroom and other delegates

- Allow you to secretly make things happen in committee

- Can be used to ask questions to crisis

- Once finished writing your note, fold it and hand it over to the pages

  Format: From:, To, and CONTENT

CRISIS UPDATES

- Will be presented by the crisis staff throughout the conference
- A way for the Crisis Staff to turn everything upside down
- Introduce new problems in committee that have to be resolved using public or private directives

Your objective→ deal with the crisis ASAP before it worsens and negatively impacts the committee

When going into any conference, ask yourself these questions:

What does my character want to accomplish by the end of the conference?
What steps will I take to accomplish this final goal?
What skills and resources does my character have that can help me?
Which delegates do I want to work with?
Which delegates do I want to stay away from?

GENERAL ADVICE

- Always talk

- Prepare well before the conference

- Listen to other's points (mention them in your speeches)

- Don't be afraid to be different

- Try not to get stuck on one point

- Work with others, not against them

Pre Conference preparation

1. ***Background Guides:*** Background guides should always be your first point of research and preparation for any committee. They are the best way to get an understanding of what will be relevant to committee discussion.
2. ***Researching:*** Especially relevant in a GA/SA committee, outside research that extends past just the background guide is key to be successful. First, begin by answering the questions that came up when you were reading the background guide. By doing this, you develop the crucial base of knowledge to be successful later on in the committee.
3. ***Position Papers:*** Position papers are a cumulation of all of your research, think of them as a guideline for what your arguments will be in committee session. You are often limited to a word or page count (usually found on the conference website).

In Conference

4. ***Tips for Speeches:*** Regardless of which type of committee you are in, confidence is key in delivering any sort of speech. But deeper than that, to present a good speech, you *need to have an argument*. By having an end goal, you can get some more structure. Think about every speech as a simple paragraph, and things get a lot easier. Also, it is always good to have a piece of paper in front of you. There is nothing wrong with looking at jot notes you made beforehand, and by having them there, you will ensure that you never lose your train of thought.
5. ***Bloc Creation:*** To begin, a bloc (not block, please never write block when referring to a bloc) is a group of delegates you are working with throughout the conference. Think of them as your alliance. Traditionally, in a GA/SA, your bloc stays the same as viewpoints cannot change as the conference progresses, nor can the storyline. However, in a crisis, this becomes a lot more uncertain.

Committee Articles

Placards

Piece of cardstock placed in front of delegates with the name of character or country portrayed by the delegate. The Placard must be raised to be considered for a speaking role during a moderated caucus. Please raise your placards only when instructed by the moderator and not before, unless you have a question.

Gavel

Object in the hand of the moderator to uphold decorum (proper etiquette). One bang indicates ten seconds left of speaking time for the delegate speaking, two bangs means the time has elapsed. However, it is important to clarify with the chair as all procedures are not the same.

Examples of committee working papers

GA Example

https://docs.google.com/document/d/1M_ZbSmmrhWGl2W09Jh96WzMXpi4hdIim_g2li410HH4/edit?usp=sharing

SA Example

https://docs.google.com/document/d/1UnRg085U7huuLgsspyygMJ6juHPck367cXg3UoNk3Z4/edit?usp=sharing