

YOUTH ONLINE UNIVERSAL
MODEL UNITED NATIONS

DELEGATE HANDBOOK

ORIGINALLY WRITTEN BY
THE 2021 ACADEMIC SECRETARIAT:

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What is Model United Nations (MUN)?

As the name suggests, Model United Nations (MUN) is a simulation of the United Nations, the international organization established following the second world war to promote peace and safeguard human rights around the world, allowing students to participate in the process of diplomacy similar to that of the actual United Nations.



In Model UN, students become delegates representing one of the 193 member states in the United Nations and act as a representative of their respective delegation. During this process, delegates set forth the policy and stance of their assigned country rather than opinions of their own, teaching them another indispensable skill to understand, and even argue for, sides that may stand opposite to what they personally believe in, giving delegates another perspective in viewing an issue. For instance, a student representing the United States would have to argue on behalf of the United States for proposals they support and against those they oppose, regardless of the delegate's personal views.

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Just like the real UN, Model United Nations conferences also consist of a range of committees ranging from those in the General Assembly—Political Committee, Human Rights Council, Economic and Social Committee, etc.—to the Security Council and, in the case of YOUMUN, even special committees debating on fun and not necessarily political topics that would not otherwise be entertained in the real UN.

In these committees, the purpose of having everyone come together to debate a topic is to, ultimately, pass resolutions that address issues seen in the actual UN and tackle problems that are present in this world. Delegates, through this experience, learn to debate, compromise, lobby, as well as honing their writing skills and overcoming their fear of public speaking, among other key skill sets involved.

To best mimic the United Nations experience, outstanding student leaders are also, for each conference, selected as chairs charged with facilitating and presiding the debate's proceedings, ensuring that all delegates remain diplomatic and abide by rules of procedures (RoP), which will be covered in later sections of the handbook. Chairs have ultimate authority in debates and work to uphold order in the house, few of many duties they hold to ensure a fruitful debate.

Parliamentary Procedure

Roll Call

At the beginning of every session, chairs will conduct attendance by roll call to ensure all delegations are present and to possibly clarify their voting status. Delegates should respond with "Present" or "Present and Voting" in case they do not plan on abstaining any votes.

Repeated late arrivals and unjustified absences during roll call procedures may result in disqualification for awards.

Speakers

Unless a caucus is being held, debate must be moderated by the chairs therefore delegates can only speak once called upon. They will have the opportunity to do so multiple times to make speeches, ask and entertain points of information as well as raise motions and points.

Delegates are expected to make a brief speech at the opening of the first committee session with initial addresses and the statement of their position for both topics, and will most likely later have the chance to elaborate on each topic through a speaker's list in a slightly longer, more specified address. They will then be presented the opportunity to answer questions about their speeches in the form of points of information. Other opportunities for speeches will arise in

resolution proceedings, whether it be in favor or against the resolution as a whole or amendments to such.

Speakers must always request the floor and yield it back to the chairs upon the conclusion of their address, and may yield the floor directly to fellow delegates on occasion if the action is granted by the chairs.

Points

MUN Points serve as a means of communication between delegates and chairs to ensure that debate is smooth, according to procedure and as pleasant as possible for all those present. A point must be directed to a chair, who will then allow the delegate to state their plea.

Point of Order: a delegate should raise a Point of Order if there has been an error in procedure and procedure should be carried out differently

Point of Parliamentary Procedure: should be asked to the chairs in case a delegate does not know how to behave in a certain situation

Point of Personal Privilege: attempts to accommodate debate to the delegates' liking, and should be used to ask other delegates to make changes such as voice volume, clarity and cohesion in a point etc. to make dialogue more comprehensive

Point of Clarification: commonly misused, should be raised when an erroneous piece of information has been stated with the intention to correct it, yet is only valid for factual evidence and should be verified by the chairs

Point of Inquiry: meant to be raised whenever a delegate has a question of any sort directed to the chairs, valid from many categories from debate to procedure.

Motions

Motions are meant to make the debate move to the delegates' liking in order to fit its rhythm; a motion can be seconded or objected by other delegates and will be granted or overruled by the chairs. Although a range of motions can be raised, delegated must be sensible, and below are some very commonly proposed motions:

Motion to Extend Points of Information: If a delegate was not initially recognized to make a POI whether they were limited or because they decided to do so after the chairs called upon delegations, they may raise a motion so that more are entertained, which the chairs may grant or overrule due to time constraints

Motion to Follow Up: Raised when a delegate wished to ask an additional questions after their POI has been answered if the answer was incomplete, unrelated and/or additional matters have been raised

Motion to Divide the House: Impedes other delegates from abstaining their vote in a resolution to avoid ties and/or get a steeper voting margin

Motion to Vote by Roll Call: Motion to conduct voting procedure in the Roll Call order, most likely alphabetical, for organizational or time management purposes

Motion to Move Straight to Voting Procedures: When delegates feel they have heard enough and are ready to decide on a topic, a motion to skip a (usually repetitive/redundant) section of procedure and move onto voting can be raised

Motion to Entertain/Extend Moderated/Unmoderated Caucus: If delegates wish to discuss the topics at hand more freely, develop a notion of the room, draft documents of form alliances they may call for caucus time, and chairs may or may not grant it based on time availability

Motion to Pass as a Friendly Amendment: Raised when the main submitters see no issue with an amendment and agree to pass it without a vote.

Amendments

Amendments are proposed changes to resolutions made by other delegates in order to alter the document in a manner in which they would agree to vote in its favor.

Friendly amendments are sent by the main submitters and pass automatically unless there are any objections from the remaining main submitters, while an **Unfriendly amendment** is sent by delegations not included in its drafting process, and must undergo voting procedure.

The voting procedure for an amendment entails its submitter requesting the floor to read it out to the house, one or more speeches in its favor, one or more speeches against it, POIs for speeches and a final vote. A motion can be raised to "vote clause by clause" in case the amendment contains multiple items.

Position Papers

What are they?

A position paper is a document to be produced prior to the conference by every delegate with the goal of stating one's position in regards to the debate being proposed by each committee, and promotes research surrounding such.

Timely position paper submission is mandatory for award eligibility, and if submitted before an earlier deadline delegates may receive feedback and re-submit the documents. A conference-wide award will be presented to the best submission.

Position papers can be based on material provided by the study guide, however delegates must conduct deeper further research in order to present a complete statement of the country/entity/person they are representing.

Structure

All GA committees follow the same traditional structure, while special committees' documents may be altered to the chairs' discretion to fit the nature of the committee.

Position papers should be **one page long**, and delegates are expected to write one position paper per tabled topic. They should be written in the font **Times New Roman** size **12**, with a recommended length of 500-700 words.

Header

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The header must contain all the essential information about the position paper as well as its author, as follows:

Right hand side:

Name:

School:

Delegation:

Committee:

Topic: *

* can also be placed as a title due to the variation in each paper

The left hand side should contain a flag of the country in question, however non-GA committees might request other images such as that of a character or the symbol of an organization.

Body

For optimum clarity and completeness of content a position paper should be divided in 3 main paragraphs, which are as such:

- *Introductory paragraph:* A brief opening summarizing the issue to signify that the delegate has researched and understood the topic at hand in order to be able to tackle it
- *Position Statement:* This has the sole purpose of stating the delegation's position on the matter, as well as any pertinent background information specific to the delegation that coincides with the topic, as well as any past or current action being taken by the delegation in relation to the question

- *Courses of Action:* The most important section, which should also be the longest. Delegates should utilize this section to elaborate on solutions for the issue being discussed, whether those are researched or innovative, as long as they are accurate to the delegation's position. This will greatly aid the process of resolution writing in addition to providing interesting elements for debate.

Resolution Writing (General Assemblies)

What is a Resolution?

When it comes to Model United Nations—and even in the actual UN—perhaps the most important piece of document that the entire proceeding revolves around are resolutions. Resolutions allow delegates to formally propose a settlement to a controversial topic, and are vigorously worked upon to create progress amidst deadlocks, maintaining the formality of a committee while forging favorable terms for a country's delegation.

This section will walk you through what exactly a resolution consists of, as well as the different components that make up a completed MUN resolution document.

Purpose of a Resolution

At MUN conferences, the purpose of a resolution is to propose a viable yet favourable solution on behalf of your delegation/bloc. Resolutions will prompt debate and amendments before they are finally voted on to determine whether it be passed or not. Having a resolution passed, therefore, means the solution you introduced has been adopted by the committee and would technically be in effect (though we are not the real UN so they won't be implemented!).

Resolution Structure

A resolution's structure is very different from a typical English essay or any sort of genre of writing you may have been exposed to previously. A resolution, unlike other types of writing, is a piece of writing that consists of *only one* sentence. That's right, the entire document should only have one period at the very end concluding the resolution.

Heading

At the very top, you should always specify the committee (General Assembly), the topic question, main-submitter, sponsors (delegations who contributed to the resolutions), and a list of signatories (delegations who wish for the resolution to be debated).

Preambulatory Clauses

Following the headings are preambulatory clauses. These are short, typically one-to-two line statements that simply reiterate a widely accepted fact pertinent to the issue debated and the structure and general rules are as follows:

- The preambulatory clause must start with a preambulatory phrase, examples can be found below.
- The preambulatory phrase must be *italicized*.
- Preambulatory clauses do not need to be indented, bolded, or listed in any form.
- As always, each preambulatory clause is ended with a comma, not a period.
- Preambulatory clauses should not carry anything enforceable or speculations of an event, they must be for the most part indisputable.

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

Operative Clauses

The third and final section of the resolution is the numbered list of operative clauses. Operative clauses—differing from preambulatory clauses—can be as biased as a delegation’s policy permits. The purpose of operative clauses is to propose tangible action that the committee should adopt, meaning they carry consequences, as opposed to simply repeating accepted facts in preambulatory clauses.

Here’s an example of an operative clause:

1. Emphasizes the importance of investigating and prosecuting foreign bribery, in ways such as but not limited to:
 - a. providing adequate resources to law enforcement authorities to do so, such as:
 - i. financial resources,
 - ii. human resources,
 - iii. training,
 - b. streamlining investigation teams and pooling available resources together, to increase the effectiveness of investigations;

As shown in the clause, this clause starts with an underlined operative phrase, a list of which can be found below.

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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

The number 1 at the beginning simply indicates that this is the first operative clause of the resolution. It comes with a clause that's intended to "emphasize the importance... of prosecuting bribery" and comes with sub-clauses (lettered list). **Sub-clauses** carry more detail of what is brought up in the main clause and should be read as a continuation of what was being left off. Similarly, **sub-sub-clauses** are continuations of sub-clauses and elaborate upon that sub-clause.

What's important to note is that the final line of the clause closes with a **semicolon**.

Essentially, a resolution would consist of at least 6-7 operative clauses, with the final line of the entire document closing with a period.

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Attached below is a sample resolution on the topic of corruption (in committees, however, resolutions will typically be addressed at an issue instead of a broader topic like the one below, but this would be useful for you to get a sense of how the structure and format of a resolution should look like).

Forum: General Assembly

Question of: Bribery worldwide

Submitted by: Colombia

Sponsors: Chile, Hungary, Austria, India, Mali

Signatories: China, Pakistan, Germany, Brazil

Alarmed by the fact that each year, over 1 trillion dollars is paid in bribes worldwide,

Reminding that the definition of corruption according to “Oxford Languages” is “Dishonest or fraudulent conduct by those in power typically involving bribery”,

Fully alarmed by the trends, presented by Transparency International in the recent reports on the issue of corruption in both high- and low-income countries, with 15 of them ranking below the value 20 in 2019,

Concerned about the earnestness of issues and dangers presented by corruption to the soundness and security of social orders, sabotaging the establishments and values of a vote-based system, risking sustainable development and the standard of law,

Recalling the United Nations Convention against Corruption (UNCC [Resolution 58/4, article 68]), which has been signed by 140 countries, has barely been actively initiated by its member nations, thus the need for a concrete and recognized resolution is important for the UN,

Emphasizing corruption, bribery, theft and tax evasion, and other illicit financial problems cost developing countries \$1.26 trillion per year (World Bank),

Deeply Concerned by the Transparency International Corruption Perceptions Index, which indicated that in 2010, three-quarters of 178 countries scored lower than five on a scale in which 10 is the cleanest possible, and 0 indicates endemic corruption,

2. Recommends the implementation of a designated organization, as a branch of the Office on Drugs and Crime Committee, specialized in the elaboration of legislative reforms to comply with commissions such as but not limited to:
 - a. regulating and updating the Convention against Corruption, and the respective binding legal documents that address this issue on the sponsor countries of the Convention,
 - i. doing quinquennial board meetings aiming to evaluate each country situation concerning the issue, the progress that has been made, and expressing the best practices that each nation has enacted in order to complement or amend the Convention against Corruption,
 - ii. having a close collaboration and arrangement with the IMF in the interest of setting out incentives to the countries that have made admirable progress and sanctions to those who refuse to abide by the norms established or have not made any significant effort to treat the issue at hand, with sanctions being the very last course of action after all other options have been exhausted,
 - b. designating one representative per country, this having a governmental position in his/her correspondent country,
 - c. executing educational campaigns in middle-high schools that carry out detailed and thorough informative sessions of aspects such as but not limited to:
 - i. the consequences corruption may have in daily situations and in the advancement of the country,
 - ii. the procedure to carry out when you want to report an act of corruption
 - iii. the history of the impact of corruption throughout time,
 - d. performing annual audits with the support of the Economic and Financial Committee to examine elements such as but not limited to:
 - i. international and national funds transference,
 - ii. public finances,
 - iii. use of financial resources,
 - iv. conflicts of interests,
 - e. Designing and running software as well as physical centers where citizens across the globe can submit a complaint or file a report for corrupt acts or any unlawful benefits and have access to legal advisors that can take action in the matter;

3. Emphasizes the importance of investigating and prosecuting foreign bribery, in ways such as but not limited to:

- a. providing adequate resources to law enforcement authorities to do so, such as:
 - i. financial resources,
 - ii. human resources,
 - iii. training,
 - b. streamlining investigation teams and pooling available resources together, to increase the effectiveness of investigations,
 - c. establishing a forum in which relevant government parties can share information on corruption cases and consult one another,
 - d. ensuring that individuals, intermediaries and companies are all prosecuted in cases of foreign bribery,
 - e. being willing to provide legal or financial assistance to other signatories of this resolution, if they are investigating foreign bribery allegations,
 - f. ensuring that judiciary members are appointed by a committee consisting of both civil society members and public servants, with a method of appointment such as:
 - i. establishing recruitment standards for judges so that appointments are made solely based on qualification,
 - g. having all judges sign codes on conflict of interest to prevent anything but impartial ruling on bribery cases;
4. Supports greater protection of whistleblowers, in ways such as but not limited to:
- a. prohibiting the disclosure of the whistleblower's identity unless consent is given,
 - b. prohibiting the disclosure of the whistleblower's identity unless consent is given,
 - c. holding workshops to convey clearly to civilians what constitutes retaliation against a whistleblower, which includes criteria such as:
 - i. verbal harassment and intimidation,
 - ii. baselessly accusing the whistleblower of poor performance in the workplace,
 - iii. demotion or firing of the whistleblower,
 - iv. reducing the whistleblower's pay,
 - v. Blacklisting,
 - d. having formal consequences for retaliation against whistleblowers, such as:
 - i. financial consequences;
5. Encourages NGOs like Transparency International, to improve communication and shared information about the usage of money from the country, to the citizens by:
- a. creating a daily newspaper that will be accessible even on the internet with information shared by the government directed to and only to the citizens, sharing only general information about the usage of the taxes and money going to the government, by not giving confidential information, by:
 - i. Keeping track of monthly spendings and usage;
 - i. Looking at the importance of the purchase or investment;

- ii. Information will be shared and published by a known government official;
- iii. Data collection through a list of surveys sent to the government to feel out, related to the different places money was being used, country-related/not country-related;

5. Appeals for performing controls and maintaining supervision of the media in terms of corruption by:

- a. assessing the accuracy of sources used in the news programs,
- b. strengthening the freedom of the press,
- c. providing technical training, supporting research and development of the media;

6. Calls for the implementation of a citizen-oriented approach in which policies and programs on access to information are developed through the following measures:

- a. whenever possible, implement E-government practices for providing public services in electronic form and increasing their use in many areas such as healthcare, social security, and security and public finances,
- b. administer mandatory courses on Human Rights, Citizenship and Democracy to children of the primary school age,
- c. include any circumstance in which bribery and/or corruption resulted in a contentious event in a course covering the history of the government of a nation;

7. Requests the United Nations Office on Drugs and Crime to provide fundings for monitoring types of equipment and the human resources to deal with procedural requirements and prosecuting of defenders to deter and hold current officials and politicians accountable to further the ongoing anti-corruption programs in countries struggling the most with corruption:

- a. types of equipment such as:
 - i. data-related infrastructures that facilitate data collecting, sharing, and analysis to accurately and effectively detect potential corruption activities, such as frauds, and embezzlement,
 - ii. high-quality and high-priced cameras for direct surveillance of policies and local officials to reduce bribery in the form of cash, and both explicit or indirect bribery solicitation,
- b. human resources such as:
 - i. interagency coordinators,
 - ii. experts who train local officials of anti-corruption techniques, including investigation and monitor,
 - iii. public awareness campaign program managers.

Special Committees: What's so Special?

Special Committees stray from GA procedure on many fronts, yet the level of disparity depends on the nature of the committee, and the inability to make that determination is just what makes them so special.

This type of committee is shaped entirely by its dais, and no committee of this sort will never be exactly the same. Instead of following along the lines of traditional UN Agencies as regular committees do, Specials can take up the form of anything from a war cabinet to a political commission, can be set in the future or the past can function as a trial or be placed amidst a crisis, be staged in reality or fantasy, among a thousand possible altercations.

A common and predictable difference is that oftentimes delegates in special committees do not represent countries, but may represent entities, characters or historical figures among others. Chairs can also employ alternate positions such as that of judges or leaders in some cases.

Specials rarely follow the same structure of position papers, which structure will be determined by the nature and style of the committee, therefore delegates may be required to draft dossiers, letters or any form of alternate addresses. The same goes for resolutions, which will depend greatly on the dynamic necessity of the proposed committee, and can be replaced for executive orders, directives among others. All procedural alterations will be delineated by the chairs in each committee's respective study guide.



Awards at YOUMUN

The YOUMUN Leadership Team firmly believes that it is imperative for delegates who perform exceptionally well in their respective committees to be recognized for their efforts. As such, this year's event will entertain the following 5 awards in each committee: ***2 Outstanding Delegations, 1 Best Speaker, 1 Best Delegation and the Best Position Paper Award.***

Please note that while Press delegates will also be receiving awards, these will differ from the ones granted in more traditional committees. Specifics are yet to be determined by the Press Corps Director. In the event of any updates, this information will be immediately communicated to delegates.

In order to qualify for the Best Position Paper award, delegates are required to submit their position papers by September 3rd, 2021 at 11:59 p.m UTC. While this deadline is optional, only delegates who submit their materials by this deadline are eligible for Position Paper awards. For all other awards, the required deadline for submission of position papers is September 6th, at 11:59 p.m UTC. Failure to submit on time will result in ineligibility for awards.

When deciding upon Delegate Awards, chairs and secretariat members will consider the following areas of evaluation:

1. **Participation in committee:** Delegates will be evaluated based on their participation both during debate and in caucusing. It is important to highlight that the evaluation on either of the occasions is given equal consideration, thus, delegates should do their best to participate as much as possible during all committee sessions. Awarded delegates are those who have shown consistent and meaningful participation within the conference.

2. **Remaining in character:** It is imperative that whenever delegates participate in a committee, they represent the interests of their assigned country/ individual. It is important to note that all delegates are expected to interact with one another and the chairs in a diplomatic way. Screaming, interrupting chairs or other delegates and similar behaviors are considered highly inappropriate and unprofessional and will be looked down upon by the dias. Awarded delegates are those who are effectively able to portray their country/individual's position while maintaining a diplomatic posture.

3. **Quality of speech:** Delegates will be evaluated according to their public speaking skills. This criterion of evaluation is not based on how much was said by a delegate, but the quality of his/her speech. Awarded delegates are those who have shown ability to speak clearly and coherently, ask insightful points of information, give powerful speeches and provide evidence to support their arguments.

4. **Proper use of rules of procedure:** YOUMUN adheres to the traditional rules of procedure (Harvard MUN) in order to facilitate and maintain a high quality of debate. The specifics may be found under the YOUMUN Delegate Handbook. Delegates are expected to adhere to procedure at all times, unless otherwise specified by the dias. Chairs will be patient towards delegates who are not completely familiar with rules of procedure during initial sessions and may provide further guidance if needed. Delegates who raise inappropriate motions will be looked upon negatively by the chairs. Awarded delegates are those who have consistently followed rules of procedure throughout the entirety of the conference.

Glossary

Abstain: When you choose not to vote in favor of nor against a(n) amendment/resolution, and instead refrain from voting. Typically the case for countries neutral on an issue and does not mind either outcome.

Amendment: A written proposal to make changes to the resolution; will be selectively debated and voted upon in the committee.

Background guide: A comprehensive guide prepared by chairs before the conference on a certain topic. This would prove extremely helpful in giving you the basic information of an issue.

Bloc: A group of delegates that come together to lobby and deliberate with the ultimate goal of drafting a full resolution to submit to the committee.

Caucus: A brief break in between formal debating sessions where delegates get to discuss issues in a less formal manner. Caucuses can be either moderated or unmoderated.

Chair: Also known as the moderator; rules to accept/deny motions and points, facilitates the flow of debate, keeps the committee in order. Chairs have the ultimate authority in deciding committee rules.

Dais: A panel of people overseeing the committee and ensuring everything goes smoothly. At YOUMUN, the dais is composed of one head chair and two co-chairs.

Decorum: Rules and order all delegates in the committee must abide by. The chair will call for decorum whenever necessary and any flagrant violations of decorum could result in disciplinary action/removal from committee.

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Delegate: The representative of a country sitting in committee for debate. At MUN conferences, students act as delegates to represent a country.

Division of the House: A form of voting during voting procedure where votes are carried out by roll call, instead of raising placards.

Draft Resolution: A resolution document that has yet to be debated and voted on by the committee. A resolution in its infancy.

Flow of Debate: The procedure or order in which the committee commences. This typically comes with the introduction of a resolution and is concluded by voting procedure.

Head Delegate: The student leading a delegation/school team.

Main-Submitter: One of the key contributors to the resolution. The main-submitter delivers an opening speech on the resolution and has the right to respond to points of information (POIs) directed at sponsors.

Member State: A state recognized by the United Nations (UN) and holds a seat in the general assembly. As of 2021, there are 193 member states in the UN.

Moderated Caucus: One type of caucus that's moderated by chairs, in which the chair goes around to call on delegations to speak on a certain topic.

Motion: A formal request by a delegation asking for something to occur as a committee. This might be to extend the number of points of information entertained or moving on to voting procedure.

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Observer: An unofficial state, non-governmental organization, or other supranational groups that are not member states but participate in committee debates. Examples include the Palestinian Authority, Amnesty International, or Human Rights Watch.

Operative Clause: The section of a resolution that carries demands for action. Begins with an underlined action verb (operative phrase); refer back to sample resolution.

Placard: A triangular piece of folded paper that delegates raise to vote or signal their wish to be recognized.

Point: Request from a delegate that deals with actions of that one delegate. Examples include points of personal privilege or points of inquiry.

Position Paper: A document written by a delegation stating its stance on an issue in the committee. Position papers are completed before the debate commences.

Preambulatory Clause: As previously stated, preambulatory clauses reiterate accepted facts and lays the needed foundation for a resolution.

Resolution: A document consisting of preambulatory and operative clauses seeking to address and tackle an issue. Resolutions are debated and voted upon in committee.

Right to Reply: Can be raised by a delegate should a delegation feel infringed upon by the words or actions of another delegation. Whether or not to entertain this right is at the chairs' discretion.

Roll Call: Before all other procedural businesses in a committee, the chair conducts roll call, to which delegations can respond "present" or "present and voting"—indicating that the delegation does not wish to and will not abstain during the voting procedure.

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Second: Can be yelled out by delegates to agree to another delegation's motion. Many motions require at least one second to be deemed worth considering.

Secretariat: The staff and leadership of a conference. At YOUMUN, the Secretary-General and Chief Operations Officer lead the secretariat.

Unmoderated Caucus: A caucus where delegates are left to debate and interact freely among themselves. Opens way for free flow of ideas without hindrance or interference from chairs.

Veto: The power to strike down any draft resolution possessed by the P5 nations (China, France, United Kingdom, United States, and Russia) that can only be used in the security council. A draft resolution is vetoed and rendered null should one of the five countries vote "no" during voting.

Voting Procedure: Typically the final business of the committee when debating a resolution. Concluding a resolution debate and determining whether or not a draft resolution is adopted.

Further Research

Helpful sites to further investigate the minuciosities of Model UN:

1. <https://www.un.org/en/model-united-nations/rules-procedure>
2. <https://bestdelegate.com/>
3. <https://sites.google.com/site/hismun/points-of-parliamentary-procedure>