



General Assembly & Specialized Agency Guide

McGill University Delegation Team

2017-2018 Season





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This guide aims to explain and prepare delegates for General Assembly (GA) and Specialized Agency (SA) Model United Nations (MUN) committees. Similarities include that delegates typically work towards completing and voting on Draft Resolutions (DR) and do not feature any personal crises.

In MUN we distinguish different types of committees to know how to prepare for them and what to expect. It is important to note that some Specialized Agencies blur the line between GA and Crisis elements, we thus encourage everyone to read both guides to be better prepared for their own committees and to help other delegates on the team.

The General Assembly

GAs are the largest type of committee, while usually set in the present day, historical committees do occur. Delegates simulate one the United Nations' (UN) six GAs or an Economic and Social Council (ECOSOC) of the UN. In this case, one or two delegates represent a country, or, in some cases, an observer like the Vatican or an NGO. Before the conference, they read a background guide prepared by the committee dais which outlines two to three possible discussion topics and then do extra research to understand the issue more in depth and better understand their country's position on each of the topics.

The six GAs are as follows:

1. The First Committee¹ is the Disarmament and International Security Committee (DISEC)
2. The Second Committee² is the Economic and Financial Committee (EcoFin)
3. The Third Committee³ is the Social, Humanitarian and Cultural Committee (SOCHUM)
4. The Fourth Committee⁴ is the Special Political and Decolonization Committee (SPECPOL), it deals with political issues, and during the second half of the twentieth century, dealt with issues pertaining to decolonization. Today, popular SPECPOL committee topics include peacekeeping missions and peacekeeping reform, ...
5. The Fifth Committee⁵ is the Administrative and Budgetary Committee
6. The Sixth Committee⁶ is the Legal Committee. The legal committee recommends new laws to the United Nations and drafts conventions. Draft Conventions are recommendations to UN member states and may be endorsed by the United Nations General Assembly. An example of the Legal committee drafting a legal text is when they wrote the drafts of the Treaty of Rome, which established the International Criminal Court.

Other Committees

1. The United Nations Economic and Social Council (ECOSOC)

¹ <http://www.un.org/en/ga/first/index.shtml>

² <http://www.un.org/en/ga/second/index.shtml>

³ <http://www.un.org/en/ga/third/index.shtml>

⁴ <http://www.un.org/en/ga/fourth/index.shtml>

⁵ <http://www.un.org/en/ga/fifth/index.shtml>

⁶ <http://www.un.org/en/ga/sixth/index.shtml>



- a. Many conferences have a category called ECOSOCs, in this case ECOSOC does not always refer to the UN council but rather to smaller GAs in general
2. The United Nations Human Right Council (UNHRC)
3. The United Nations Education, Science, and Culture Organization (UNESCO)
4. World Health Organization (WHO)
5. Commission on the Status of Women
6. United Nations Development Programme

Specialized Agencies

These committees are typically smaller than General Assemblies, in a specialized agency delegates may represent a country or person depending on the committee. Examples of SAs include different regional bodies, like the European Union or Organizing of American States, national legislatures, like the Canadian Parliament, SAs of the UN, and at some conferences, the United Nations Security Council.

The Logistics of GAs and SAs

Pre-Conference

Before the conference, it is important to read the background guide. In GAs and SAs the background guide provides a starting point for further research. Daises outline the topics and provide questions to consider about the topics they would like to see in a DR. To better understand these topics, delegates should also read background guide source material before the conference. This is especially important in committees which involve academic topics (e.g. legal definitions) or a historical event (e.g. structuring a peacekeeping mission). In cases like these, having an informational advantage over other delegates makes you a valuable bloc asset and allows you to give more substantive speeches.

Once you understand the basics of your committee, research your country's stance on the issues. You may find such information when you are doing topical research, more likely you will have to do separate research. Useful starting sources include the [CIA Factbook](#), [Encyclopedia Britannica](#), and UN reports. If your country has sat on the security council you can check what types of [resolutions](#) they have worked in the past. You can also see which treaties they have signed. Of course, the largest resource you have access to is the [McGill library](#). If you want to read a background guide's academic sources or newspaper articles with paywalls they can usually be found in the collection.

At some conferences, you may be required to write a position paper. Position papers outline your country's stance on each topic. In such cases, the conference will provide guidelines and head delegate will provide extra information. Keep in mind that position papers, just like the papers you hand in for school, must use an academically acceptable form of citation. The following formats may be used: Chicago Manual Style ([CMS](#)), American Psychological Association ([APA](#)), and Modern Language Association ([MLA](#)). Special rules apply for citing UN resolutions, an outline and examples can be found [here](#).



It is also helpful if you go into the conference knowing what types of clauses you are best at, perhaps you would like to write about the electoral system written into a new constitution being drafted, or rather you may be good at preparing a charter of rights for it. Either way, know what types of clauses you would like to write and which sources can help you. Do not on any account write any clauses beforehand that is illegal you will be disqualified from winning an award and embarrass our whole team. It is also important to decide which topic you want passed and why, this way going up for your first speech will be less nerve wracking.

Double Delegate Committees

If you are in a double delegate committee then you and one other delegate will be representing the same country. Before the conference, it may be easier for you to each research on topic and write one section of the position paper. However, it is important that each of you develop an excellent understanding of both topics since you will both inevitably work on only one of the two topics, and write WPs, DRs, and make speeches about that topic. Thus, it is important to keep track of your research so that you can pass it on to your co-delegate to read. Within each topic it is also useful if each of you has their own specialty, that way you bring twice as much value to the bloc you will join. The most important part is that by the time you get to the conference the two of you are on the same page in terms of research, ideas, and goals.

During Conference

Conferences have typically 5-6 sessions of debate. In the first session, delegates can expect to enter the primary speaker's list, debate the two topics, and vote on the agenda. Usually, the committee will enter the secondary speaker's list and maybe have one or two moderated caucuses before the end of the evening. By the time, you leave session on Thursday night, you should have a pretty good idea who you want to form a bloc with. Make sure you have a way to contact them or plan for the next day. If there is no early session on Friday you will probably have breakfast or meet with them before committee to work on WPs.

Second session will mostly be moderated caucuses discussing different topics to include in WPs and DRs. Your committee will probably also have 1-3 unmoderated caucuses. Between session 2 and 3 your Dais will probably expect you to finish WP, likely they will expect it at the beginning of session 3. Thus, between sessions you must work with your bloc to make sure you send in a good WP. Session 3 will first consist of moderated caucuses and then of introducing the WPs. After introducing WPs your committee will probably move into Question and Answer Period. During Q&A it is important to ask pertinent questions which pick out flaws in other bloc's WPs. Your goal is to be one of the people introducing (reading) your WP or on the Q&A panel for it. During any Q&A make sure to divide up which clauses which members of your bloc each get to talk about it. Assign people to the clauses they best understand so that questions are answered well. If you or someone else doesn't know the answer then take a few seconds to talk briefly before someone answers. Always be courteous to people asking questions and don't forget to say that you are open to amendments if delegates are particularly hostile about your WP or DR containing or not containing certain information. Friday evening or Saturday morning try



to make plans with your bloc to meet and continue writing your DR and start conducting mergers.

Session 4 will focus on moving from WPs to DRs. It is likely that the Dais will permit fewer WPs than DRs so you will have to merge with other blocs (so think about who you would consider merging with throughout the conference). This session will involve a mix of moderated and unmoderated caucuses. Continue what you started on Friday evening or Saturday morning. Saturday lunch will involve the final touches on your DR, make sure there are no duplicate clauses or embarrassing/unprofessional errors in your final submission.

In session 5 delegates will have some moderated debate and then the DRs will be introduced and Q&As will be conducted. The same advice as before applies. Session 6 will be on Sunday morning, that is when you will vote on DRs. Depending on your dais there may be a limit of how many you can pass.

Double Delegate Committees during the conference

In a double delegate committee, both delegates representing the country are expected to put in the same amount of effort and demonstrate in and out room skills. Typically, both delegates will be inside during most of the first session and during voting procedure. During the rest of the conference you will alternate who works inside and who works outside. Whichever delegate is inside will focus on answering and writing notes and making speeches. The outside delegate will be networking and gaining support for the Bloc or working with the Bloc drafting clauses. If at any point, you feel the inside debate is more relevant to your co-delegate go get them, likewise if you are outside and the bloc is working clauses that pertain to your co-delegates work go and get them.

Communication in GAs and SAs

Notes

In GAs and SAs you will be sending notes to other delegates to communicate and, if needed, to the dais. You should send notes to the dais if you would like to be added to the primary or secondary speakers' list after the dais has finished calling on speakers. If at any point during the conference you have a concern, you can send the dais a note or go and speak to them. In the first few sessions, you will be sending and receiving a lot of notes to other delegates. This is just one way you will start to form alliances and a bloc. It is important to keep a running list of who you have corresponded with; write down who you are writing to, a summary of your note, and their replies. You will probably also use email, text, groupme, or whatsapp to communicate with some of the delegates you work more closely with.

Speeches

Depending on the size of the GA or SA your opportunities to speak will vary. The table opposite gives estimates. No matter what size of committee you are in, you should be raising your placard every time the chair

Size	Number of Speeches
Large GA (200)	Max 1 per session, at least every 2 nd session
Medium GA, Large SA (125)	At least once per session
Small GA, Medium SA (70)	Multiple times per session
Small SA (40)	Lots



asks for speakers. If you have just spoken it may help to not raise your placard for a few speakers and then start raising it again.

Speech structure is similar across committees, since in a GA or SA you cannot be judged as a delegate on personal crisis notes, only on group documents and speaking, speaking matters even more. It is of the utmost important that you demonstrate your knowledge in speeches. This can be done through incorporating facts, quotes, and statistics. Statistics are probably the best way to show off your research and catch people's attention. Another way to do this is to highlight important subtleties in a topic.

Every speech should start with a key phrase that you will repeat throughout your speech, this will make it easier for other delegates to remember what you are talking about. Whenever possible give your ideas a name or an acronym. If you are replying or commenting on someone else work try to highlight your own opinion or actions more so that the rest of committee will remember what it is you want to do differently. Thus, we say that speeches should be action-oriented: they bring forth a new actionable idea or plan (again try and name it so others can't steal it).

Speaking time is limited, start with the end in mind. When you go up and start your speech know how you want to start and want to end. Ending a speech strong is key. Knowing how you want to end your speech means that when you have ten seconds left you already know what to say and wrap up your speech neatly. Remember, you can bring notes up with you to help keep a structured speech. When it comes to statistics and action oriented speaking, short notes to help stay on track are key. It is better to check your notes during a speech than to go up and spew nonsense or give a substantive speech.

Question and Answer period, speaking For and Against, and making motions are all other unconventional ways to make your ideas heard. During Q&A asking pertinent questions or being part a sponsor on the panel are great ways to get extra speaking time in and show your knowledge of the topic. Speaking for or against a motion or document is a good way to show your ability to persuade others and defend/destroy group documents. Finally, making motions is important because you get to raise important topics (be specific, show the chair you want to have moderated caucuses on important, research based topics) and if passed you get to speak first or last. You should only choose to speak last if you are busy writing or completing negotiations. Speaking first is a great chance to present a new idea for everyone else to debate, based on the rest of debate in the moderated caucus you can adjust/amend your work.

Finally, to deliver a good speech you need to present yourself well. Take the mic out of the stand if you are conformable doing so, look delegates in the eye, try to really talk to your audience and own the stage. If you're nervous, it's because you want to do well not because you're a bad delegate. Everyone gets nervous before their first speech, if they don't look nervous it's because they're good at faking it. Half of looking not nervous is just pretending you own the floor when you speak. Aside from your mental state, consider what types of western business attire you are comfortable in, wear something that you will be confident in for your first session. If you bring up notes have them on a small, neat notepad to look professional.



Double Delegates

You will see teams get up and do speeches together, only do it if you are comfortable doing so. You may also see people who go up together, one delegate speaks and the other holds the placard. The problem with that is that it makes one delegate seem like a decoration. Also, you do not need to bring placards with you to speak, the dais has a screen in front of them which says who's speaking and that screen is projected to the entire committee. Just remember to make sure that you each speak throughout the conference fairly equally. Furthermore, try to let each other speak about what each is best at.

People Stuff

When entering a committee, it is important to consider how you present yourself to other delegates when you interact them. At conferences, and when on campus at McGill, you represent McGill, IRSAM, and the Delegation Team. Furthermore, you have the potential to make good friends and important connections. For these reasons, when representing the team, we ask you to be tolerant, respectful, and inclusive; if you are unnecessarily rude or mean to delegates at a conference it reflects poorly on the entire team. While we hope that you embody such qualities every day because you value them, if you don't, note that this team requires them.

Building blocs in GAs and SAs requires that you work with other people, a true best delegate does not backstab and plot devious schemes for personal advancement. Nonetheless, such delegates exist, watch your back for them. There are two main strategies to manage your bloc: exclusive USB WP/DR and shared Google doc WP/DR.

In a bloc working on the USB model, one main sponsor dominates, they own the word document and all new changes go through them. Some pros include it being easier to keep track of sponsors and new additions to the paper, as well as preventing someone from stealing your WP/DR. The cons include a closed bloc mentality and limiting the involvement of sponsors outside the one with the USB. Sometimes it is best to use this at the end of the conference, one or two delegates work together on one computer to finish the final version of the DR to send to the chair. This is useful especially after a merger when clauses get duplicated, erased, and disorganized easily.

Generally speaking, when writing on a shared Google Doc, all the sponsors and some signatories have access and write on the Doc. Some advantages include inclusivity, quicker additions, and ease of working simultaneously. Some cons include the possibility of someone stealing your work, managing who has access to your Doc (sharing settings), and people adding poor work or making changes that weren't agreed upon. Ultimately, if you find a mature bloc of non-backstabbers the shared Google doc is the best way to prevent animosity, bear in mind though that your WP/DR may get out of hand in quantity and quality very fast. Furthermore, it is the easiest way to build a very large bloc.

Communication is also key within your bloc. No matter the strategy you choose, communication can remedy most of the cons. This is achieved when working out-room or in unmoderated caucuses. Furthermore, between sessions, breakfasts, lunches, and dinners will



often be with fellow bloc or committee members. That is your chance to make friends. Thus, you can establish more trust in your bloc. One way to effectively do this is to choose collectively to allocate lunch or dinner to not discussing committee (unless you have something really important to finish). This shows the bloc that you can let go of committee and be human. Think of it as a study break.

Double Delegate Committees

In a double delegate committee, it is important that you use your communication skills not only with your bloc but also with your co-delegate. While we try very hard to assign people that will work well together, it is also up to you to ensure that things go well. It is important that you present a unified front in committee so be sure to know what each of your strengths are, and agree on the stance you are taking in committee. Similarly, you need to agree on what strategies you are going to use to gain support within the committee and your bloc. It cannot be emphasized enough how important communicating with your co-delegate is. Make sure that neither of you enters committee with hard feelings or resentment toward the other over their actions or inactions. If ever you are in a difficult situation with your co-delegate remember that the team is there to support you and that head delegates at the conference are there to help you and be impartial in their treatment of the situation.

Dealing with other double delegations is another part of the committee. Make sure that between the two of you, you get to know both members of the other 'teams'. Also, if you like one member more than other, still be nice to both. With regards to pursuing different blocs, be careful. The two of you should really work within the same bloc or both work in the same two blocs if you want to facilitate a merger later.

Substantive Work in GAs and SAs

Working Papers

A working paper (WP) is the first draft of your bloc's solutions to the problem presented in the topic your committee votes to discuss. A WP is your committee and chair's first real impression of your work so it is important that your ideas are well explained and summarized. There are two ways to format your paper, either in bullet points or as a short resolution, it likely that the dais will say if they have a preference of one format over the other. Your WP should be organized to reflect the order in which steps will be taken or organized thematically to ensure maximum clarity for readers. WPs, like Draft Resolutions (DRs), will be worked on during unmoderated caucus and possibly outside of committee before, between, or after committee sessions.

Sample 1: Bullet Point Format

Emphasizes the need of counterbalancing measures for victims of the crimes covered by amnesties, particularly the right to know the truth and the right to remedies, to establish sustainable peace;

Encourages Member States to guarantee victims' rights to know the truth, for victims that are directly impacted by the crimes covered by the amnesties, by using the following measures:

- Establishing a fact-finding commission functionaries of the Amnesty International, investigating the severity of the crimes
- Establishing a fact-finding commission, consisting of functionaries of Amnesty International and the United Nations, to investigate:
 - o how and where the crimes are committed;

Right to reparation

- To be able to give the family members the possibility of burying their relatives following their own cultural beliefs and in their own country,
- An *ad hoc* court shall validate the amount given to the victim

Recommends Member States to work along Amnesty Support and Supervisory Agency (ASSA) within their territory when granting amnesties, focusing on:

- Truth commissions with functionaries of the UN
- Psychological programs
- Individual counseling and support interventions
- Self-help support groups
- International cooperation

Recommends that all conflict-torn states, when granting amnesty, establish a law which fully compensate the victims for the damage they have suffered:

- Victims' Human Rights shall remain their own property,
- The amount must be proportionate to the estimated suffers of victims,

Invites Member State to implement a specific juridical procedure of amnesty for child soldiers, by modifying and expanding the juridical protection of child soldiers in the UN Convention on the Rights of the Child of November 1989:

- Child soldiers responsible for crimes of genocide cannot benefit from this procedure,
- Common law crimes of child soldiers shall automatically be erased by an amnesty law,
- This amnesty law cannot be canceled.

Sample 2: Short Resolution Format

Recognizes the Strategy of the EU Genocide Network to combat impunity for the Crime of genocide, crimes against humanity and war crimes within the European Union and its Member States to affirm the need for a secondary plan for post conflict zones,

Further Recognizes that unwillingness on part of regimes and state officials to prosecute for war crimes in armed conflicts need to be prevented in means including, their reluctance to prosecute since their side/party could be found guilty,

Reminding that States have the obligation to promote and protect all human rights and fundamental freedoms for all, to take measures to prevent and investigate acts of violence and most importantly be aware of the danger of impunity within conflict zone,

Remaining alarmed by the importance of impunity in regards of violent acts committed towards some specific groups and the fact that violence against women and girls is among the least prosecuted and punished crimes in the world;

1. *Recognizes* the following definitions for amnesty set out in accordance with previously passed International Conventions in means including, but not limited to, the following:
 - a) Amnesty is defined as an exemption from prosecution of a party that committed crimes against the state conditioned upon a return to compliance with state law within a set period;



- b) Blanket Amnesties be defined as the granting of complete immunity from prosecution to parties who committed crimes for the aim of immediate cessation of violence as was implemented in Lebanon in 1991;
- c) Conditional Amnesties based upon criteria including monetary payments to victims' families, participation in a truth commission, testimony in indicting a crime of greater offense;
 - 2. *Affirms* the need for the following policies to be implemented in the situation that a state refuses to legally pursue war crimes in means including, but not limited to, the following:
 - 1. The international Community to call on the Additional Protocol I and Geneva Convention to increase pressure on states to fulfill their responsibility of maintaining victims' right to justice;
 - 2. Strengthen local judiciaries through ensuring increased public knowledge of judicial hearings to decrease the gap between civilian populations and prosecutors;
 - 3. *Further affirms* the following four leaf approach to address the quandary of child soldiers post conflict in means including, but not limited to, the following:
 - a) Recognition and the dissemination of the rights granted to child soldiers in the Palermo Protocol 2000 and the Paris Principles on the Involvement of Children in Armed Conflicts 2007;
 - b) Child soldiers to be exempt from prosecution because of their rights as dependents and victims and witnesses of armed conflicts;
 - i) They should not be subject to the same punishment as adults. Circumstance of the child soldier can substantiate
 - ii) Since they are exempt from prosecution, the focus must be on their recovery as members of civil society and even a possible improvement of their situation.
 - c) Priority be given to the capacity building and legal empowerment of civilians in communities previously victim to child recruitment;
 - d) Strengthen local judiciaries by increasing the appointment of prosecutors specialized with experience from work in war units to prosecute child soldier recruiters for creating a deterrence in conflict stricken communities;
 - 4. Calls upon the establishment of a set of Amnesty Conditions and Obligations Guidelines (ACOG) for States to follow that will focus on four main pillars:
 - 1. Adherence to Domestic Law, will be focused on finding definitions for terms that will be valid and respectful of each State domestic law;
 - 2. International Law Scope, which will consider the differences in the liabilities of persons affiliated with state and those who are under international law;
 - 3. Legal Effects Evaluations, centered in the fact that amnesties may have multiple legal consequences for individual, such as double jeopardy, focusing on distinguishing different categories of offenders or crimes and how amnesties affect them legally;
 - 4. Public Consultation, taking into consideration public consultation in design of an amnesty which may increase its legitimacy. It can take various forms including public meetings, surveys, focus groups and the consideration of written submissions.

Draft Resolutions

Draft resolutions (DRs) are the culmination of your preparation and time in committee. Alongside your bloc, your WP will be expanded into clause format and details will be added so that your plan to resolve the issue being discussed is complete. A draft resolution can be divided into two sections, pre-ambulatory clauses and operative clauses. They are explained below.

Pre-ambulatory Clauses

The following are a series of perambulatory clauses for your perusal. Notes have been made as to why they are pertinent. Pre-ambulatory clauses are required at the beginning of every Draft Resolution. While these clauses are often neglected, they are very important as they set up the tone of your DR. In addition, they provide readers with additional information which shows them why your cause is important. Your preamble should issues that your DR will fix.

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

Pre-ambulatory clauses begin with specific words, a list can be found above. Throughout your DR these, as well as the first words in your operative clauses, should be italicized or underlined. Only do one and stick to that stick to that formatting throughout. Furthermore, your pre-ambulatory clauses should always finish with a comma.

Sample Clauses

Reaffirming S/2004/16 and S/2011/634i reports of the Secretary general on the Rule of Law and Transitional Justice and the United Nations Security Council Resolutions 1503 (2003) and 1534 (2004) which emphasize that the transfer of lower and mid-level accused to competent national jurisdictions for trial is an essential prerequisite if a tribunal is set up for prosecution and amnesty granting in order to reduce costs, increase effectiveness, and empower national judiciaries,

Recalling the United Nations Security Council's resolutions 1171 (1998), 1181 (1998), 1260 (1999) and 1270 (1999) and other relevant resolutions and the statement of its president of 15 May 1999 (S/PRST/1999/13),

Recalling common article 3 of the Geneva conventions and Additional Protocol II on the protection of victims in intrastate conflicts and the use of amnesty to apply to the broadest possible group while maintaining the rule of law and providing truth and reconciliation for victims,

Noting Articles 5-8 of the Rome Statute defining international crimes and article 27 which states the irrelevance of an

The first pre-ambulatory clauses, should cite prior resolutions that pertain to the issue of your committee. Finding such resolutions should be done before hand during research. Reading through them will help you have a better idea of what your DR should contain and better understand the issue.

The next clauses should focus on existing conventions or treaties which have been passed. Feel free to quote or summarize them. You may also at the end choose to urge countries which have not signed to sign them.



individual’s capacity in the ability to prosecute and The Nuremberg Declaration on Peace and Justice of 2007 (A/62/885) which states that “the most serious crimes of concern to the international community, notably genocide, war crimes, and crimes against humanity, must not go unpunished, and that their effective prosecution must be ensured. As a minimal application of this principle, amnesties must not be granted to those bearing the greatest responsibility for such crimes and violations of international humanitarian law”,

Recalling also the United Nations Convention on the Rights of the Child and its Protocol and the Involvement of Children in Armed Conflict, as well as the Convention on the Elimination of all forms of Discrimination against women,

Further noting the special needs of vulnerable groups including, women, children, and the poor who are affected by conflict, and the fragile situation in which conflict resolution places female and child combatants,

Noting that an estimated one half of all RUF soldiers are between the ages of 8 and 14,

Deeply conscious of the importance of the international community’s strong commitment to sovereignty and independence of all nations and the importance of the principles of good-neighbourliness, non-interference and regional cooperation in fragile post-conflict regions,

Recognizing the preference given to states to prosecute war crimes under their own national legislature and promotes the need for sovereign decisions that are representative of victims and civilian groups recuperating from conflict,

Urging all Member States to become a signatory to the Rome Statute of the International Criminal Court,

Welcoming the Lome Agreement as an important step towards a lasting peace in Sierra Leone,

Next, cite examples of problems which your DR will directly address. Include quotes and facts. Also use words or mention organizations which will be mentioned again in the operative clauses.

Operative Clauses

Operative clauses are the substantive part of your DR, they contain all the plans to address the discussed in committee. They address the problems you mention your preamble. Operative clauses always begin with a verb which is actionable. The end of the clause should be marked by a semi-colon, unless the following sub-clauses are an enumeration, then your DR should be marked by a period. Your clauses should be organized thematically or if they

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



are steps, according to how they must be completed. Sub clauses should not begin with a verb.

Sample Clauses

1. Declares that the Mission Statement of the United Nations Mission in Sierra Leone, authorized by United Nations Security Council Resolution 1270, shall be as follows: “UNAMSIL supports the efforts of the government of Sierra Leone to establish a lasting peace in Sierra Leone in accordance with the Lomé Peace Accord of 7 July 1999. This operation is a peacekeeping mission, intended to support the ceasefire agreement of 18 May 1999, and its chief responsibility is to create the conditions necessary for the peace process to progress under the terms of the Lomé Accord.”
 2. Asks each Participating State in UNAMSIL deploying forces to Sierra Leone to take the following steps to ensure alignment in Rules of Engagement across the multinational force, the commander of the States’ forces in Sierra Leone will instate Rules of Engagement, in accordance with relevant domestic laws of that state, that are compatible with the following:
 - i. All UNAMSIL troops are authorized to use force to defend themselves and their fellow peacekeepers in the event of an attack,
 - ii. All UNAMSIL troops are authorized to use force to defend civilians that are under imminent threat of violent attack, pursuant to the following conditions:
 1. Military force should be the last resort option for defending civilians,
 2. The force used must be the minimum necessary to defend the civilian and proportionate to the threat posed to that civilian and/or UNAMSIL peacekeepers,
 3. UNAMSIL troops may not seek out civilians to defend, only defend civilians present where UNAMSIL troops are stationed in their duties in support of the mission,
 - iii. UNAMSIL troops are not authorized to seize others’ property, even in pursuit of the mission, except during explicitly designated Disarmament activities, in which case they may only confiscate weapons, and only those that they have been mandated to confiscate,
 - iv. UNAMSIL troops and police are authorized to enforce relevant sections of the Lomé Agreement and the laws of Sierra Leone, but not authorized to enforce:
 1. Laws of other states,
 2. Personal judgments not grounded in applicable law;
 3. Establishes a short-term demobilization strategy for Child Soldiers which will be transferred to UNICEF after the demobilization process has been finished;
 - a. After demobilizing Child Soldiers will be transferred to UNICEF centers for a three-month period. These are known as ICCs (Interim Care Centers);
 - i. Specifically, for this three month period the children will be physically treated and rehabilitated, as well as engage in the first steps of psychological rehabilitation;
 - ii. The children are organized in dorms of thirty and mix with children of different regions,
- Your DR should start with stating what you wish to accomplish and any rules that will guide the process you want the committee to agree to.
- Here, immediate solutions are presented since they will begin before the more long-term solutions can be implemented. Thus, the timeline of events is reflected in the order of the clauses.



ethnicities and religions. As well as different ages and possibly different militias which;

- b. Following the completion of the UNICEF program, they shall be transferred to NGO centers within Sierra Leone. As well as local community centers which will be assured sufficient funding that will come from a pledge conference in Shanghai that will be hosted in 6 months from now;
 - c. Working in tandem with the government, the UN force will maintain a running list at all the UN centers, both of military and civilian support kind, of records of the Sierra Leone people encountered. As well as incorporating governmental records and provincial records. This list of civilians will be consistently cross referenced so that former child soldiers will be reunited with their families;
 - d. Reaches out to the following NGOs who have had successful Child Soldier reintegration programs and noting their niches: Child Advocacy and Rehabilitation (CAR) of the Sierra Leone Red Cross, Children Affected by the War, National Committee for Distribution, Demobilization and Reintegration (NCDDR), Handicap International, UNICEF, CARITAS Freetown, Children Associated with War (CAW), Conciliation Resources, The International Red Cross, the Ministry of Gender and Social Welfare, Adventist Development and Relief Agency (ADRA), Family Home Movement, Christian Brothers, Christian Children's Fund, Forum for African Women Educationists (FAWE), the Commission for the Consolidation of Peace, Child Advocacy and Rehabilitation Project, Peace Theatre, War Theatre Netherlands and their therapeutic workshops, the International Rescue Committee projects on video communication with family members;
- All issues discussed in MUN committees will probably have specific UN organs or other organizations associated with trying to find solutions. It is important that where possible you either involve them in your plan, delegate to them, or model you own initiatives on them (in these cases make sure to cite your information). This shows the committee that you have done your research and will create a more effective solution.
4. Enlists the ministry of Lands, Country Planning and the Environment to develop a farming education to be taught in the community initiatives and develop land redistribution programs;
 5. Encourages the nationalization of the secured diamond mines post-democratic election by transferring the power and resources of the mines directly to the government:
 - a. The government will then decide how to allocate the appropriate amount of funding, infrastructure, and manpower to the mines;
 6. Approves the implementation of a tracking system of areas in danger of a violation of the cease fire:
 - a. Implement monitoring commissions in entities in danger of suffering a violation of the cease fire;



- b. Prepare personnel to have an effective approach in this isolated situation in accordance with Security Council's resolution 1270 and 1343;
- c. Join forces with ministers of the government specifically in terms of security and human rights, cooperating with the Truth and Reconciliation Commission and other institutions that provide humanitarian aid like Mercy Malaysia;
- d. If the ceasefire is violated in the aforementioned cases, the preparation of the personnel also involves the work and cooperation of police forces considering the Lome Agreement, specifically Part 4 and Part 5, in order to ensure stability and security for both civilians the personnel.

Sample, Annexing a Draft Convention

In some committees, you will be able to draft final documents other than DRs. In such cases, an example will be provided in your background guide. Referring to that real life committee's website for examples of such documents is another way to make sure you understand what sort of document you will be producing.

The following is a sample of how to annex a draft convention, this is only done in the Legal Committee, nonetheless the method for annexing may be useful in other instances. Part I will contain a draft resolution which includes clauses which could not be included in the annexed documents, part II can be amended to reflect your committee, part III will contain the annex. Part III will have a preamble and then the annex, the convention's articles must be written in paragraph's like the Article 1, clause type format and lists should be limited. The format of purpose, definitions, and then everything else (which should also have sense to it, e.g. follow the order of steps for implementation) ought to be followed when preparing any final document other than a directive unless otherwise specified.

I. Draft Resolution

(a short DR here, may address issues you think that other delegates may have with your convention)

II. Proceedings of the Working Group

At the 63rd meeting, on February 16th, 2017, the Sixth Committee adopted its work programme and decided to proceed with discussion on the outstanding issues relating to the application of amnesty in non-international armed conflict. Annex I contains the text of the convention, which we recommend.

III. Recommendation

At its 63rd meeting, on February 16th, 2017, the Sixth Committee decided to refer the consideration of the present report to the General Assembly.

Draft Convention

ANNEX I: DRAFT CONVENTION

Realizing the necessity of strengthening the Rule of International and customary law,



... (the rest of your preamble to the convention here)

The States party to the present Convention, have agreed as follows

Article 1: Purpose

The purpose of this convention is to promote the establishment and continuation of peace after a non-international armed conflict through the implementation of amnesty agreements. If and when member states to the following convention find themselves in a situation that is applicable to amnesty as detailed in United Nations Sixth Committee of the General Assembly, detailed above, then they will proceed to establish amnesty according to the previously stated guidelines. The Member State establishing an amnesty agreement will, to the best of their ability, abide by the guidelines including the circumstances under which amnesty is applicable, who the amnesty is applicable to, who has the ability to grant amnesty, and the conditions suggested for inclusion in any accord. Additionally, a Member State to this convention shall recognize the jurisdiction of courts established within this Convention.

Article 2: General Definitions

For the purpose of the present convention:

1. The legal definition of “amnesty” is to be as stated by the Office of the United Nations High Commissioner for Human Rights[2]:
 - a. “prospectively barring criminal prosecution and, in some cases, civil action against certain individuals or categories of individuals in respect of specified criminal conduct committed before the amnesty’s adoption, or
 - b. retroactively nullifying legal liability previously established”[3];
 - c. for the sole purpose of the present Convention, amnesty is a last resort mechanism adopted by parties to the Convention in order to achieve one or more of the following purposes:
 - i. national reconciliation,
 - ii. reunification,
 - iii. restoration, and/or
 - iv. rehabilitation;
 - d. amnesties are adopted by states in the legal forms of laws issued by legislative organs, decrees, acts or agreements between the conflicting parties, that are characterized by having application limited to the territory in which the state granting them exercises its sovereignty
2. The definition of “atrocious crimes” consists of the crimes as mentioned and defined in Article 5-8 of the Rome Statute, including: genocide, crimes against humanity, war crimes, torture, human trafficking, deportation and sexual slavery;
 - a. To identify an atrocious international crime at least three of the following Legal Test criteria must be answered affirmatively:
 - i. Is the Crime considered a violation of international criminal law or international human rights law?
 - ii. Was the severity of the crime excessive beyond the instrumentality of the act towards the purpose that was intended to be achieved?
 - iii. Had the accused been a victim of war crimes committed by their own or other party?
 - iv. Is there a severe military imbalance between the parties involved?



- v. Was the accused compelled by force or other means, and did the accused have a reasonable expectation of surviving when refusing to comply with said compulsion?
3. The definition of “blanket amnesties” is to be amnesties that exempt broad categories of offenders from prosecution and/or civil liability without the beneficiaries having to satisfy preconditions, including those aimed at ensuring full disclosure of what they know on an individual basis.
4. Excludes “atrocious crime” including, gross violations of human rights and serious offenses under international humanitarian law.
5. The definition of “non-state actors” is to be organizations that are not linked to a state, but have adequate social, political or economic power to have influence at a national or international level, and distinguishes different types of non-state actors, including but not limited to:
 - a. Intergovernmental organizations,
 - b. Nongovernmental organizations,
 - c. International criminal groups,
 - d. Political groups advocating violence;
6. The Define non-state actors as groups including, but not limited to, the following:
 - a. Local armed militias;
 - b. Warlords;
 - c. Rebel Groups (Groups contesting the government’s authority to govern);
 - d. Private Military Companies (PMCs);
 - e. Multi-National Corporations.

Amendments

An amendment can be friendly or unfriendly. Friendly amendments must be approved by all the sponsors of the DR, it is likely that the Chair will ask you to have the sponsors to sign the amendment before presenting it to them. The committee does not vote on friendly amendments (they are automatically added since the sponsors agreed to it). An unfriendly amendment is one which is not approved by the sponsors, thus it is voted on during voting procedure.

There are two broad categories of amendments, ones which remove an element of the DR and ones which add to it. Amendment can be striking clauses (if your amendment is to strike a clause, you can also motion to divide the question) or removing or changing words in a clause, e.g. ‘replace all men and women with all people in clause 7 c’. If you want to add a clause or sentence then write what you would like to add, e.g. ‘add the following clause: *Expects* all countries to...’.

Question and Answer Period

A question and answer period (Q&A) can be motioned for once a WP or DR has been presented. A group of 3-6 sponsors will typically be allowed by the dais to go to the front and answer questions from the committee. When motioning for a Q&A, you give the length in minutes that the sponsors will have to answer questions. For example, in a 3-minute Q&A, the timer only runs when sponsors are answering (not when questions are being asked), they may



answer 3 questions with one minute answers, or 6 with 30-second answers (or any other division). Usually, only one person can answer each question, thus the sponsors should agree beforehand to who will talk about which parts of the document.

Sometimes, if sponsors are asked an easy question or something to which they have a really good answer to, they will extend their response time so that they have less time to answer other questions which may be more controversial. It is also important to assuage angry questions or people who may be on the fence about voting for your paper by asking them to submit amendments or see you during an unmod. If you are asking questions to another bloc make sure that they are specific and point out flaws which your paper does not have.

Directives

Directives are passed in crisis committees instead of resolutions, however, sometimes SAs will feature crisis elements which the committee must respond to with directives. Directives are usually handwritten and are orders to the crisis staff that must be passed by the entire committee. Generally, they do not exceed 1-2 pages. Directives will follow a similar format to a bullet point form WP. For more information on directives read the Crisis Training Guide.

Drafting Documents in a Double Delegate Committee

Both members in your double delegate team will participate in writing with the bloc. Ideally, each of you will have a niche they write about, that way you can both work with different members of the bloc and expand your influence. If one of you is outside the room working on the WP or DR and people start to discuss the other's topic, switch spots with them, similarly if one of you is inside committee and the discussion gets heated or enters the other's topic, go and get them. When you are not together outside or inside make sure to pay attention to what is going on; you are each other's eyes and ears and should be able to recount what went on when the other was not around.

Typically, both delegates will not be in the Q&A. Sponsors will be chosen so that questions can be answered well and so that the most important teams are represented. Often, the member who does not do Q&A will be on the team that reads the DR or WP when it is introduced.

Short Form Rules of Procedure

1. Quorum: 1/3 of members for sessions to begin
2. Primary Speaker's List: set agenda, if two topics given speaker for and against required
3. Secondary Speaker's list: narrow to specific topics, interrupted by Moderated Caucus, Unmoderated Caucus, Voting Procedure, etc
4. Closure of Debate: 2/3 majority, no more paths of debate or papers/amendments
5. Motion to Adjourn: 2/3 majority, last 20 mins of last session
6. Motion to recess: last 15 mins of committee session
7. Speeches: require chair to recognize, yielding (only in Speaker's lists):
 - a. To the Chair: Forfeit remaining time and the committee resumes.
 - b. To another delegate: The remaining time is given to the chosen delegate.



- c. To comments: The Chair may select up to three delegates who may each make 15 second comments on the preceding speech.
 - d. To Questions: The remaining time is given to delegates, chosen by the chair, to ask questions pertaining to the topic being discussed. Only time spent answering is counted towards the remaining time.
8. Right of Reply: personal insults only, 30 seconds to refute/respond
 9. Point of Order: incorrect ROP
 10. Point of Parliamentary Inquiry: question about ROP
 11. Point of personal privilege: need to do something before participating in debate
 12. Working Papers: informal solutions to a topic
 13. Draft Resolutions: 3-6 sponsors, min 1/5 of committee as signatories
 14. Introduction: motion to introduce drafts, sponsors come up to read it
 15. Q&A: about drafts presented set total length
 16. Competence of Body: requires 2/3 majority, one for/one against, questions competence of a draft, if passed draft may not be mentioned again
 17. Amendments: non-substantive (no vote, spelling errors), friendly (by sponsors), unfriendly do not receive approval from sponsors (50% +1)
 18. Voting Procedure: using placards, no one may leave or enter, if there are no motions drafts and amendments are put to a vote
 - a. Methods of Voting: regular, roll call (alphabetically, aloud), pass (delegate put to end of list, may only be affirmative or negative)
 19. Divisions of Questions: two for/two against, 30 seconds each, 50%+1

Order of Operations/Precedence

1. Point of Personal Privilege
2. Point of Order
3. Right of Reply
4. Point of Parliamentary Inquiry
5. Motion to Set the Speaking Time
6. Motion to Adjourn
7. Motion for Recess
8. Motion for Censure
9. Motion for Moderated Caucus
10. Motion for Unmoderated Caucus
11. Motion for the Verification of Quorum
12. Motion for Closure of Debate
13. Motion for Closure of the Speakers' List
14. Motion to Table Topic
15. Motion to Divide the Question
16. Motion to Introduce an Amendment
17. Motion to Introduce a Draft Resolution
18. Motion for Reconsideration
19. Motion to set the Default Yield