Guide to MUN Debate For Delegates

Presented by the International
School of Turin official MUN Group.

Introduction to MUN

The aims of Model United Nations conferences are to encourage debate and sharing of constructive solutions to issues of global importance between students of different nationalities, ethnicities and religions. Formal and informal debate during the conferences take place following a set of rules known as parliamentary procedures. In this short guide, you will be introduced to these procedures so that you will be prepared and able to get the most out of your time at TOMUN.

A Note On Behavior

During your time at TOMUN it is important that you behave in a professional and respectful way. Be polite to other delegates, chairs and admin staff. Do not use foul or slang language when addressing others, remember to speak English at all times as many delegates will be from other countries. Do not drink or eat inside the committees and keep your phone and electrical apparatus switched off during debate to avoid disrupting.

Lastly, remember to dress in a formal way. Boys should wear a suit and tie, girls can wear a range of formal attire including skirts and dresses, which should not be open below the middle of the back and the length must not be above the knee. Shoes should be formal and appropriate for the event. Jeans, shorts, sportswear and sneakers or sandals are not acceptable and delegates wearing them might be asked to change before they are allowed inside the venue.
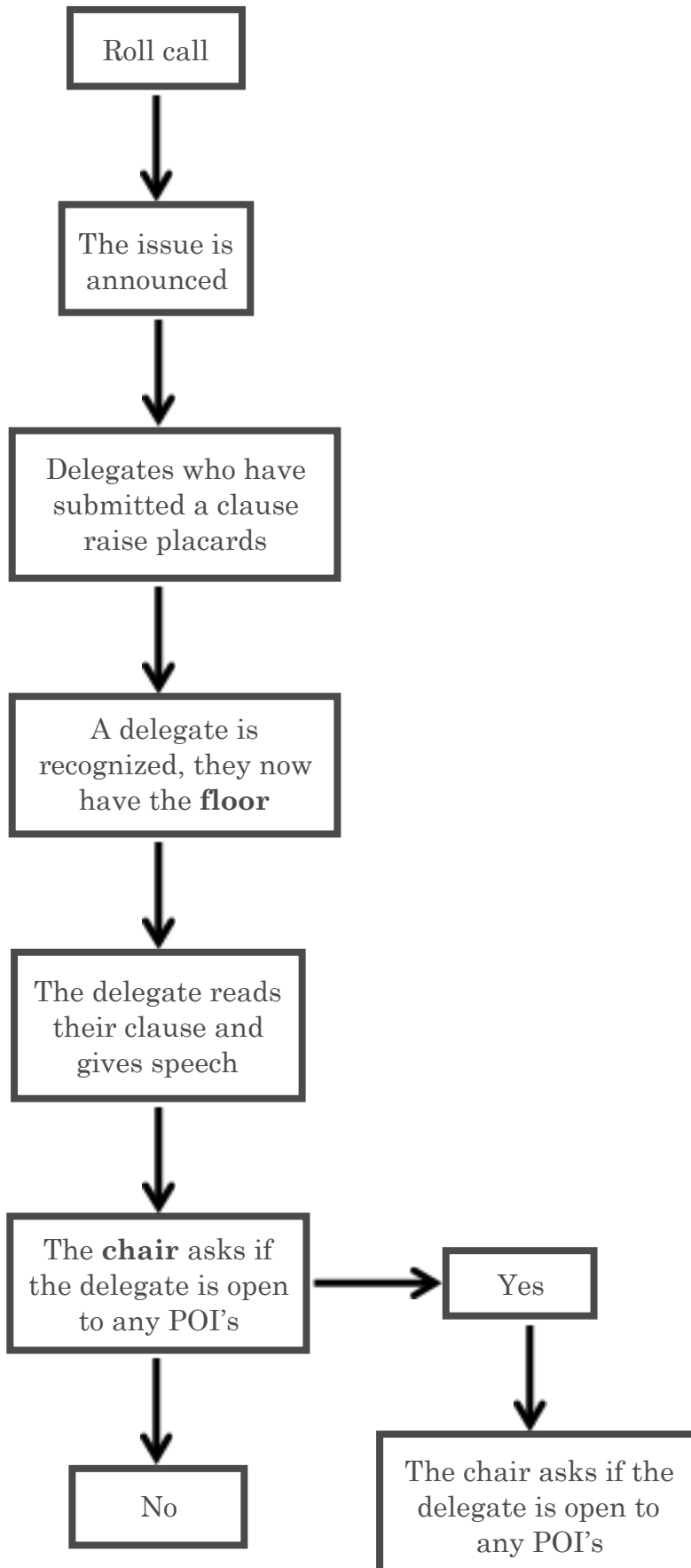
General Information

1. **Chairs** are seated in front of delegates at the chairs' table. Their role is to facilitate debate; they call on speakers and maintain parliamentary procedures. They have the right to overrule motions and to decide how long delegates can speak for. They are also a figure of authority within the committee so they might decide to take action if a delegate is not respecting the procedures.

2. **Decorum** means order in the committee. The chair may call decorum if the delegates are being particularly loud or disrespectful.

3. A **motion** is a specific action made by delegates to direct debate in a certain direction, delegates will be asked if there are any seconds and objections after someone has proposed a motion. Examples of motions include:

   - <u>Motion to move to voting procedures</u>, made by delegates when they do not wish to debate on a clause or resolution and would like to vote on it

   - <u>Motion to move to closed debate in time in favour/against,</u> made by delegates if they wish to move into time in favour or against during close debate

   - <u>Motion to extend points of information</u>, made by delegates when they would like to ask more points to the speaker on the floor

   - <u>Motion to divide the house</u>, made by delegates when there are a high number of abstentions. In this case the different delegations will be called upon individually and asked if they are in favour or against a clause/resolution.

   - <u>Motion to move into unmoderated caucus</u>, made by delegates to request caucus (explained later on)

   - <u>Motion to extend lobbying time</u>, made by delegates if they wish to spend more time lobbying on a certain clause

   Motion to follow up: made by delegates who have just asked a question and wishes to ask another

4. **Lobbying** is when the delegates spend time informally discussing the clauses they have prepared and merging them. This time is allocated to the chairs' discretion and it takes place before debate.

5. **Yielding** happens at the end of a speech given by a delegate who has the floor, after points of information have been answered. They may yield the floor back to the chair if they wish to go back to their seat or to another delegate, who then has to accept it and may not entertain any points of information.

6. **Points** may be of different types and are basically used by delegates to ask questions, examples include:

    -   Point of information to another delegate: these are usually entertained at the end of a speech if the delegate on the floor has agreed to answer them beforehand. They have to be phrased in the form of questions and once the delegate who has the floor has answered them the delegate who asked them may not further continue the conversation

    -   Point of information to the chair: these are used to ask questions to the chair, they can be entertained at any time when no delegates are speaking. Please note that questions can also be asked to the chair in the form of notepaper.

    -   Point of inquiry: this is usually a question asked to the chair by a delegate about anything that they do not understand. Don't be afraid to use this if you are confused about anything that is going on, but remember you may not interrupt a speaker.

    -   Point of personal privilege: used by a delegate experiencing personal discomfort, such as for asking the speaker to raise their voice or the chair to make the clause that is being debated bigger.

    -   Point of order / Point of parliamentary procedure: used to point out a mistake in the procedures of debate.

7. **Caucus** is a time during which delegates may discuss the debated issues informally between each other and work on possible amendment or strategies. Caucus is usually suggested by the chairs if they think the debate is not fruitful enough, however delegates may make a motion to move into caucus if they wish.

8. **Amendments** are suggested improvements on the clause that is being debated. They are submitted by delegates in the form of a note to the chair and they have to be debated and voted on in order to be accepted in the final document.

9. **Voting** occurs when the debate time on an amendment, clause or resolution has elapsed. Delegates will be asked to raise their placards to vote for or against or if they wish to abstain. Abstentions are not allowed when voting on amendments.

Flow of Debate

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┌─────────────┐
│  Roll call  │
└─────────────┘
       │
       ▼
┌─────────────┐
│ The issue is│
│  announced  │
└─────────────┘
       │
       ▼
┌──────────────────┐
│ Delegates who have│
│ submitted a clause│
│  raise placards   │
└──────────────────┘
       │
       ▼
┌──────────────────┐
│  A delegate is    │
│ recognized, they now│
│  have the floor   │
└──────────────────┘
       │
       ▼
┌──────────────────┐
│ The delegate reads│
│  their clause and │
│   gives speech    │
└──────────────────┘
       │
       ▼
┌──────────────────┐         ┌──────────┐
│ The chair asks if │────────▶│   Yes    │
│ the delegate is open│        └──────────┘
│  to any POI's     │              │
└──────────────────┘              ▼
       │                  ┌──────────────────┐
       ▼                  │ The chair asks if the│
┌──────────┐              │ delegate is open to │
│    No    │              │   any POI's         │
└──────────┘              └──────────────────┘
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The delegate yields the floor back to the chair or to another delegate*

The chair sets the debate time for the clause

The debate proceeds in a similar way until debate time elapses

The clause is voted upon and it may pass or fail

*
The delegate has to accept the floor and may give a speech but not answer any POI's instead the delegate has to yield the floor back to the chair

Delegates may submit **amendments** to improve or edit a clause through the following steps:

1.   Write out a draft of your amendment on a piece of paper

2.   Ask admin staff for official amendment sheets

3.   Write out a clear and complete version of The amendment on the official sheet and submit it to the chair

4.   Raise placard to obtain the floor and debate the amendment. All amendments will have to be voted for by the committee and they may pass or fail

Useful Phrases

1. When starting to speak
   Honourable chair, fellow delegates

2. When asking permission to speak
   The delegate of ... requests the floor

3. *Beginning a speech*
   The delegate of ... wishes to speak in favour/against this clause/ amendment/resolution because...

4. When asking a question
   Is the delegate (not) aware that ... ? Does the delegate agree that ... ? Does the delegate (not) realize that ... ?

5. When asked if open to POIs
   The delegate is open to any and all points of information The delegate is not open to any points of information The delegate is open to x points of information

6. When proposing an amendment
   The delegation of ... would like to amend the clause by striking/ inserting/adding the words...

7. When concluding a speech
   The delegate of ... urges/encourages all delegates to vote for/against this clause/amendment

8. At the end of a speech
   The delegate yields the floor back to the Chair
   The delegate would like to yield the floor to the delegate of ... , would that be in order?
   Floor yielded

Please remember that you must speak in the third person, so try not to use pronouns such as I when referring to yourself or you when referring to the Chair or another delegate.

Formatting a Clause

Clauses have a specific structure that has to be used by all delegates when writing and submitting them. The first word, also known as an opener, has to be a verb in the third person and it has to be underlined. Openers may not be used twice in a resolution, but words such as "strongly" and "further" can be added in front of them to avoid repetition. The table below shows a list of openers you may use to write your own clauses. You will also find an example of an excellent clause to help you understand the correct format.

Accepts	Affirms	Approves
Asks	Authorizes	Calls
Calls upon	Confirms	Congratulates
Considers	Declares	Deplores
Draws attention	Emphasizes	Encourages
Endorses	Expresses appreciation	Expresses hope
Further invites	Further proclaims	Further reminds
Further requests	Notes	Regrets
Requests	Supports	Takes note of
Transmits	Trusts	Urges

SUBMITTED BY: Spain

1. Urges all States which have assessed its ecotourism potential to regard eco-tourism as a joint-operation to be run by members of a community, in which decision making powers and profits are distributed equitably by boosting these communities'

    a. Emergency preparedness, such as ability to forecast natural disasters, proper evacuation training, and methods to reduce losses, in order to lower dependence on multinational corporations,

    b. Introducing different policies to strengthen regional identity and cultural heritage by:

        i. Publishing advertisements of cultural identity,

        ii. Hosts of outreach events such as cultural fairs,

        iii. Promotion of due compensation for cultural merchandise,

    c. Giving the community the ability to specify ways to invest funds gained from ecotourism activity, with help of ecological advisers in order to help the community use funds for ecological and economic restoration and enhancement;