

# Concordia Middle School Model United Nations Conference II



**CMS Model United Nations**  
Innovation Excels Infinity

## Rules of Procedures Guide

CMSMUN Rules of Procedure Guide 2014 First Edition  
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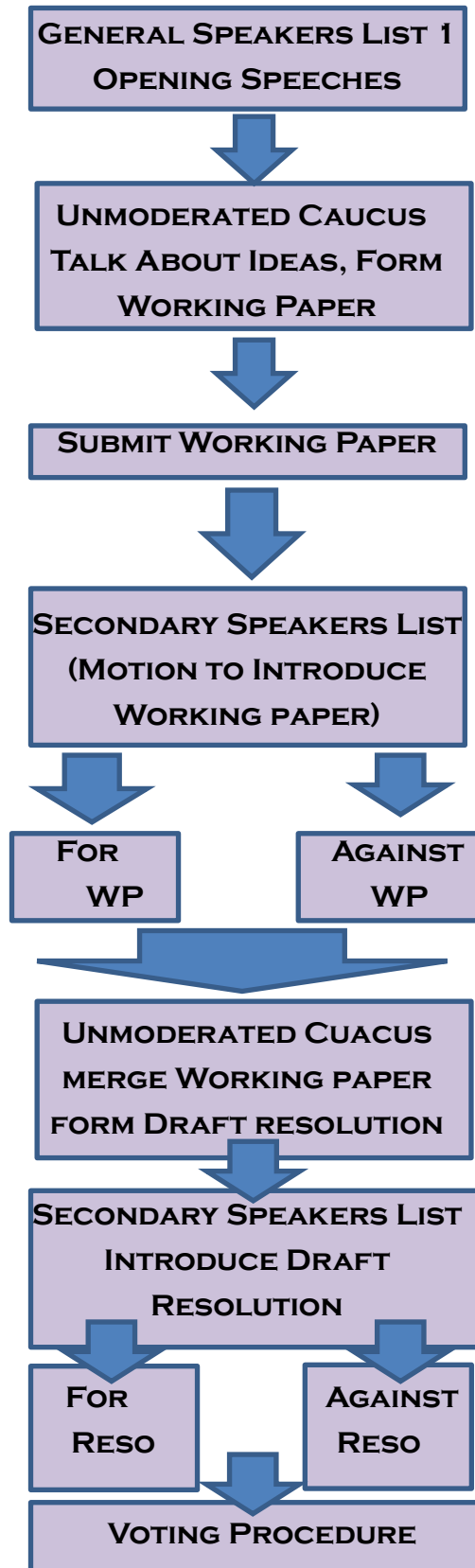
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# CONFERENCE PROCEDURE





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## Opening Speeches

### **1. What is an opening speech?**

-An opening speech is a speech where all the delegates introduce their own country's position and what the delegate wishes to propose to solve the problem. Often delegates prepare an opening speech prior the conference, using parts of their own position paper.

### **2. What should an opening speech contain?**

- Your countries' current position
- How your country wishes to solve the issue

### **3. How long should an opening speech last?**

-One minute to ninety seconds is the limit of an opening speech in WORLD MUN.

### **4. What makes a good opening speech?**

- Good speeches should include funny or entertaining parts to catch the floors' attention
- Remember that by the time you have gone up to the podium, all member states have already listened to more than 20 opening speeches. Make yours different from all the others!
- Before beginning your speech, delegates are reminded to address the floor. (*Honorable Chair and distinguished delegates... Honorable chair, fellow delegates and most esteemed guests...*)



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## Sample Opening Speech

**Topic:** Mitigating the consequences of the Brain Drain from developing nations to North America and Western Europe

**Country:** The Federal Republic of Austria

Honorable Chair, fellow delegates and most esteemed guests,

Austria recognizes the need for international cooperation in order to counter the international migration of intellectuals and that human capital flight is a debilitating issue in regard to certain countries. Austria currently is not overtly affected by the issue of human capital flight. Nevertheless, Austria believes that any chance to achieve a mutually acceptable solution depends on whether or not affronted certain countries are willing to adjust their national appeal.

Austria commends the efforts previously made to contain brain drain, particularly the Resolution on Brain Drain made by The Fourth World Congress of Education International. However, Austria wishes the floor to consider that brain drain is caused by a lack of conviction to their mother country, and a pull towards other countries. Despite the pull of other more wealthy countries, countries that suffer from brain drain must also shoulder the responsibility of encouraging patriotism. Austria hopes to have further discussion with other countries that share the same view in forming an resolution.



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## Position Papers

### **1. What is a position paper?**

A position paper is a document that is submitted prior to the conference stating the delegates' current position on the issue.

### **2. How are position papers beneficial to delegates?**

Position papers are submitted prior to the conference allowing all delegates to receive information on the different stances of different countries, therefore allowing all delegates to seek possible alliances before the conference.

### **3. What should a position paper contain?**

A position paper should contain five different parts of information in separate paragraphs, preferably in the order below:

- a. An acknowledgement of previous major international issues related to the topic.
- b. Previous United Nations (UN) or international actions relating to the issue.
- c. Actions done by other countries or documents relating to the issue.
- d. Your countries' current position on the issue.
- e. How the delegate proposes to solve or mitigate the problem.

### **4. How can a position paper be shortened into an opening speech?**

An opening speech usually contains more of your countries' position and how you intend to solve the problem. CMSMUN suggests delegates to merge part d and part e of your position paper to and 90-second speech in the conference. Please note that delegates do not need to read word for word from the position paper, and are also encouraged to write an separate opening speech as well.

# Sample Position Paper

School: Concordia Middle School

Country: Federal Republic of Austria

Committee: ECOSOC

Topic: Reconciling pharmaceutical patents with AIDS medicine patients

Acquired Immune Deficiency Syndrome, also known as AIDS, has been a major problem not only in developed countries such as the United States and Europe, but also in many least developed countries such as Swaziland, South Africa and Zimbabwe. Few developing countries have the ability to research and develop new drugs to combat AIDS, and often result in manufacturing illegal versions of drugs developed elsewhere. These developing countries often have public sectors that fund research in agriculture and medicine, but lack the incentive for private sectors to develop their own medicine since developing countries often do not offer full patent protection.

The TRIPS agreement is an international agreement administered by the WTO in 1994 that permits WTO member states to limit rights of patent owners when the government itself needs to use the patent or when the government feels there is a need to issue a compulsory license to another group, such as in health emergencies. The Doha Convention held in 2001 confirmed that African WTO countries may issue compulsory licenses and also parallel imports. The Doha Convention also agreed to extend the TRIPS agreement till 2016. The Medicines Patent Pool, formed in Geneva, Switzerland on July 2010, was created to help people living in developing countries reach affordable HIV treatment. The MPP had achieved in signing agreements with major HIV treatment developing companies such as Gilead Sciences and ViiV Healthcare, helping India able to manufacture cheaper generic HIV treatments.

It is shown by the patent filing statistics published by the WIPO that over ninety-five percent of the patent filings in the world are made by OECD countries. In 2001, pharmaceutical companies filed 402 new cancer medicines, 123 new treatments for heart disease and 83 new AIDS treatments. None of these medicines would have appeared without the incentive of patent rights and the profit of selling these products. The reason developed countries are able to produce such drugs is not only because they have an advanced research, but also because of the correct and full patent protection.

Austria acknowledges the importance of achieving a balance between patent owner rights and helping save lives, especially concerning AIDS patients in developing countries. Austria is a member of WTO and has also agreed with the TRIPS agreement, expressing it's hope that the United Nations can achieve peace and at the same time aid LDC's in their development.



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## Working Papers

### **1. What is a working paper?**

- a) A working paper is simply a document with your ideas written on it.
- b) A working paper can take any formats, including, drawings handwritten notes, word or PDF files
- c) Working papers can be written by any delegate; however, delegates are expected to merge their working papers containing similar ideas before submitting them in order to receive a bigger chance in forming alliances and resolutions.

### **2. What should a working paper contain?**

A working paper should contain a feasible solution discussed by its sponsors. Working papers should provide a clear idea of what the sponsors are proposing.

### **3. How is a working paper submitted?**

Delegates may submit working papers in both electronic files and hard copies. If a delegate wishes to submit a file during moderated caucus or debate, delegates must give an USB to a pager, requesting the pager to deliver the file to the chair. Files can be directly submitted to the chair during un-moderated caucus.

### **4. How can working papers be beneficial to all delegates?**

A working paper provides different ideas and options in solving the issue in less formal formats, allowing delegates to be able to further understand the different solutions currently on the floor.

### **5. What happens after a working paper is submitted?**

Delegates must raise a motion to discuss the working paper the delegate has submitted. When the motion is in order, delegates will receive a reasonable amount of time of time to first read then explain the working paper. Then the chair will set a certain amount of time for all delegates to speak for then against the working paper.





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## Sample Working Papers

### Working Paper 1.1

Committee: ECOSOC

Sponsors: Spain, Burkina Faso

Topic: Recovery of the World Economy

The importance of recovery the world economy:

All countries should:

- 1) Organize public employment services (help people to find jobs)
- 2) Government waving social security contributions to encourage small and medium enterprises
- 3) Set up world economic councils to supervise the economic health of all member states
- 4) Encourage additional investment plans and various ways to raise employment rates

(Revised from NSMUN2014 ECOSOC committee)

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### Working Paper 2.1

Working paper 1.8

Appetizer	Main Course	Plate	Result
Regulations on Banks and Derivatives	(A) Austerity (Please see WP) (From France)	Stable Economy System	FULL HAPPY GREAT
① Establishes a new completed financial regulation	(B) Stimulus	① Ban monopolis acts	⇒ Prosperity
② Strengthen the ranking system	① Encourages small countries to establish infrastructure as one of slight stimulus package	② Calls upon country to restrict massive money flow within countries	LIFE
③ Urges government to inspect on shadow banking institution		③ A seat in the United Nations for five top companies judged carefully for two sessions in ECOSOC per year	
		④ Encouraging all LEDC countries to promote municipal industries to lessen the dependency upon OECD	
		⑤ Regulate the risks in national corporation investment to lower possibility of a future world financial crisis	

Sources: France, Nepal, Russian Federation, South Africa, India, Violet.



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## Draft Resolutions

1. What is a draft resolution?

- a) A draft resolution is a formally written solution that delegates wish to introduce to the floor.
- b) A draft resolution is one long sentence with a period in the very end, completed with clauses and sub-clauses.

2. How is a draft resolution written?

A draft resolution is split into two parts, perambulatory clauses and operative clauses. Preambulatory clauses are written in italic letters (*letters*) and Operative clauses are underlined (letters).

### Preambulatory Clauses

- a) Preambulatory clauses are clauses used to introduce your resolution, recall on previous international actions, approve certain achievements, and emphasize the difficulties of solving the issue.
- b) The preamble is the introduction and background information of your draft resolution.
- c) Every preamble is ended with a comma.

### Perambulatory Phrases

Acknowledging  
Affirming  
Alarmed by  
Approving  
Aware of  
Believing  
Bearing in mind  
Confident  
Congratulating  
Convinced  
Declaring  
Deeply concerned  
Deeply regretting  
Deploring  
Desiring  
Emphasizing

Expecting  
Expressing its appreciation  
Expressing its satisfaction  
Fully alarmed  
Fully aware  
Further recalling  
Further deploring  
Guided by  
Having adopted  
Having considered  
Having examined  
Keeping in mind  
Noting further  
Noting

Observing  
Pointing out  
Reaffirming  
Realizing  
Recalling  
Recognizing  
Referring  
Reminding  
Seeking  
Taking into account  
Taking into consideration  
Viewing with appreciation  
Welcoming



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## Operative Clauses

- a) The operative clauses are the main body of a draft resolution, using operative phrases to formally state your solution.
- b) Operative clauses should be clear and represent what the UN should do to solve the issue.
- c) Operative clauses are ended with semi-colons ( ;) and a period at the last clause.
- d) You encourage, and/or invite countries to sign/ratify a convention/declaration.
- e) You may propose, welcome or deplore all new situations, support, congratulate or oppose new proposals, confirm and regret what has existed.

## Operative Phrases

Accepts  
Affirms  
Approves  
Asks  
Authorizes  
Calls for  
Calls upon  
Congratulates  
Confirms  
Declares accordingly  
Deplores Designates  
Encourages  
Endorses  
Expresses its satisfaction  
Invites  
Proclaims

Proposes  
Recommends  
Regrets  
Resolves  
Seeks  
Strongly affirms  
Strongly urges  
Suggests  
Supports  
Trusts  
Transmits  
Urges  
Expresses it's hope  
Further recommends  
Hopes

## Sample Draft Resolution

**FORUM:** Economic and Social Council

**QUESTION OF:** Reconciling pharmaceutical patent law with the right of AIDS patients to affordable anti-retroviral drug treatments in the LDCs.

**SPONSORS:** Austria, Cuba, India, Libya

**SIGNATORIES:** United States of America, Ecuador, Afghanistan, Pakistan, Israel, New Zealand, Denmark, UK, DPRK, Iceland

THE ECONOMIC AND SOCIAL COUNCIL,

**Defining (Preamble)** the average monthly income of South Africa as \$100 a month and the price of anti-retroviral (ART) treatment as \$2,000,

*Stating* that TRIPS (Trade-related Aspects of Intellectual Property Rights) gave developed countries without patent laws 10 years, and un-developed countries 20 years, to implement such laws,

*Asserting* that a patent gives an individual the exclusive right to a particular product and prevents other from making, using, selling, offering to sell, or importing said product for up to twenty years,

*Describing* a generic drug as the identical copy of a name brand patented drug that has no notable difference from the original except for price,

*Stressing* the fact that 1.2 million out of 1.7 million AIDS related deaths have taken place in Africa,

1. **Recommends (Operative)** international organizations associated with treating HIV/AIDS to support LDCs health care and/or medical programs using the following methods, such as but not limited to:
  - a. providing financial aid through the World Bank and United Nations Development Fund for those who cannot afford treatment,
  - b. bringing generic drugs in great quantities to areas where HIV/AIDS is prevalent,
  - c. dispatching medical experts to train local doctors in how to prevent and treat HIV/AIDS within the local community;
2. **Urges** Trade Related Aspects of International Property Rights to exclude HIV/AIDS treatment drugs from mandatory patent laws in countries where the average monthly income is below the current price of ART until such a time as it exceeds the amount necessary to pay for treatment and ensure cheaper drugs are not exported to countries which can afford the regular price by monitoring exports and imports of treatment drugs;
3. **Calls for** the reduction of the price of ART treatment therapy by at least 15% in all countries that price ART at the normal rate by means such as but not limited to:

- a. ceasing legal battles with LDCs who export generic treatment drugs and therefore cutting prices by eliminating the need for lawyers,
  - b. eradicating lengthy efficacy test expenses by giving university departments the opportunity to perform them,
  - c. asking for donations in order to compensate research expenses,
  - d. sanctioning tax grants by the government and other such incentives;
4. Endorses future additional treatment drugs to be free of patents by:
- a. approaching patent companies to request that no one else be allowed to place a patent on the product prior to publishing their findings,
  - b. allowing a wider pool of foreign and local manufacturers to create the new drug after having tested it for safety and efficiency,
  - c. freedom of tax payment in return to inventors;
5. Encourages foreign researchers to initiate research facilities and production in LDCs with the cooperation of local programs and international universities for reasons such as but not limited to:
- a. providing incentives such as packages ensuring that the housing, electricity, health insurance and other aspects of living are partially paid for by the government,
  - b. media coverage through social outlets such as,
    - i. news programs,
    - ii. documentaries,
    - iii. tv commercials,
    - iv. internet ads;
6. Supports developing countries aiding their citizens in acquiring medicine in ways such as but not limited to;
- a. spreading awareness of NGOs offering assistance in AIDS medicine such as but not limited to;
    - i. Bill and Melinda Gates Foundation,
    - ii. UNAIDS,
    - iii. The Medicines Patent Pool,
    - iv. One World Health Inc,
  - b. integrating HIV/AIDS medicine distribution into political campaigns of individual countries;
7. Proposes prolonging the TRIPS agreement from 2016 until such a time as global AIDS death rates have fallen 15% from today's rates in order to give LDCs the opportunity to lower the prevalence of AIDS in their individual countries while still utilizing patented Anti-Retroviral treatment drugs which minimize time constraints on discovering new treatments;



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## Amendments

### 1. What are amendments?

Amendments are suggestions submitted by delegates who wish to make small adjustments to the current draft resolution on the floor.

There are two kinds of amendments:

#### Friendly Amendments

The sponsors of the resolution can submit friendly amendments at any time. A friendly amendment is an amendment where all the sponsors of the resolution agree with the amendment being submitted, and becomes part of the resolution as soon as it is submitted.

#### Unfriendly Amendments

Unfriendly amendments can be made by all member states with suggestions. Once submitted, the delegate should stand up when called on and state "The delegate believes he/she has submitted an amendment. The amendment will then be debated on, with a equal amount of time for and against the amendment. A simple majority is required for the amendment to pass.

### 2. How are amendments submitted?

A delegate wishing to submit an amendment should acquire an amendment sheet from a pager, then request a pager to deliver your amendment to the chair.



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## AMENDMENT SHEET

Submitter:			
Clause#:			
<input type="checkbox"/> 1 <sup>st</sup> Degree	<input type="checkbox"/> 2 <sup>nd</sup> Degree		
<input type="checkbox"/> Insert	<input type="checkbox"/> Strike	<input type="checkbox"/> Replace	

Proposed Amendment	
<input type="checkbox"/> Passed	<input type="checkbox"/> Failed



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## Definition Of Terms

**Chair:** The head of each conference and the highest authority when the Secretary General is not present.

**The Committee, the Floor, the House:** All members in the conference except the Chair.

**Delegate:** Any person representing a country is referred as the delegate of \_\_\_\_\_(your country)

**Majority:** Half of the member states in the conference not including abstaining members.

**Moderated Caucus:** Debate time for a certain topic, with a specific amount of time for and a specific time against.

**Motion:** A proposal of a debate, which will be voted on.

- a) Motion for suspension of meeting
- b) Motion for adjournment of meeting
- c) Motion for closure of debate
- d) Motion to extend points of information
- e) Motion to extend debate time
- f) Motion to introduce Working Paper/Draft Resolution
- g) Motion for Moderated Caucus
- h) Motion for Un-moderated Caucus

**Pages:** Pieces of notepaper for communication between delegates

**Point of parliamentary inquiry:** A delegate may raise a point of parliamentary inquiry when the delegate wishes the chair to explain the rules of procedure being used at the moment.



**Point of Order:** A question directed to the Chair by a delegate who feels the Chair has made a mistake, or where a delegate wishes to gain an explanation of the rules of procedure.

**Point of Personal Privilege:** A point of personal privilege can be raised in the case of audibility issues. It is in order at any time.

**Secretary General (The Secretariat):** The head of MUN meetings, director of the whole Model United Nations Conference.

**Signatories:** Delegates who believe that the draft resolution is worth talking about but do not necessarily agree or support the draft resolution.

**Simple Majority:** 1/2+1 member states in the house.

**Sponsors:** Delegates who completely and full-heartedly agree with the draft resolution and have contributed a significant amount of ideas in forming the draft resolution.

**Two-thirds majority:** Two thirds of the member states in the conference.

**Un-moderated Caucus:** Free time to discuss with all Member States without going on the podium.

**Yields:**

- a) Yield to questions
- b) Yield to comments
- c) Yield to chair
- d) Yield to the delegate of \_\_\_\_\_



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## Formal Phrases used by the House

### **DURING SPEECH**

Honorable Chair, Fellow Delegates and most esteemed guests...

The delegate yields the floor to...

The delegate wishes to speak for/against this motion/amendment/resolution because....

The delegate urges the floor to....

The delegate believes that...

The delegate wishes to remind the floor that....

### **DURING SESSION**

Is the delegate of\_\_\_\_\_ not aware that...

Does the delegate not agree that...?

The delegate believes he/she has submitted an amendment.

Motion for....

The delegate wishes to raise a point of....

-Parliamentary inquiry

-Personal privilege

-Point of order



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## Formal Phrases used by the Chair

- The house will come to order/ Will the house please come to order.
- The chair calls upon the main submitters of resolution\_\_\_ to read the resolution to the house
- The delegate of \_\_\_\_\_ has raised a motion, are there any seconds in the house?
- Delegate of\_\_\_\_\_ you may have the floor
- Is the delegate open to any questions or comments?
- Would the delegate please rephrase his/her question
- Delegate please come to your closing remarks.
- Due to time constraint, the Chair will only be entertaining \_\_\_more speaker
- The chair sets debate time by 5 minutes for and 5 minutes against this resolution/amendment/working paper.
- Debate time for this resolution/amendment/working paper has expired.
- Debate time for the resolution/amendment/working paper has expired. We will now move to voting procedures. All points are out of order.
- There will be no direct conversation between delegates.
- The chair encourages all delegates to speak up
- Delegate of\_\_\_\_\_ you are recognized. Please approach the podium. Delegate you have 90 seconds to make you speech.
- Delegate please address the floor before beginning you speech
- The floor is now open. Are there any delegates wishing to be put on the general speakers list?
- The floor is now open. Are there any points or motions on the floor?
- With\_\_\_ votes for, \_\_\_ votes against, and \_\_\_\_\_ abstaining, the resolution has passed/failed. Clapping is (not) in order.