

THE FOURTH ANNUAL BRITISH SCHOOL OF BAHRAIN MODEL UNITED NATIONS



BritMUN IV Chair Guide

OCTOBER 20-22, 2016



THE FOURTH ANNUAL BRITISH SCHOOL OF BAHRAIN MODEL UNITED NATIONS

Dear Delegates and Moderators,

On behalf of the British School of Bahrain International Model United Nations in partnership with the Georgetown International Relationship Association, it is my pleasure to welcome you to BritMUN IV, the fourth annual British School of Bahrain International Model United Nations! After 4 successful years of Model United Nations, we at BritMUN hope to continue the conference's tradition of intellectual excellence, constant delegate engagement and creative thinking. This year, I am confident that each and every one of you will walk away from this weekend with an MUN experience you will never forget, invaluable lessons in leadership and diplomacy, and an appreciation for this year's theme: Science, technology and engineering in the context of modern geopolitical societies.

BritMUN IV guarantees you a full package experience both in and outside of the council. Through conference events such as the BritMUN BBQ, the charity dinner, and midnight crises, we ensure an enjoyable out of committee experience for all students attending the conference.

With the success of BritMUN III, the conference has established itself as the region's premier Model UN Conference for students. We recognize that an open exchange of ideas is one of the best ways of learning and that is why we have built the conference to be one of the most diverse conferences around. We hope to inspire students to stand up and effect change in the world of tomorrow through rigorous discourse and debate today; to build a more peaceful, progressive and prosperous future for themselves, and for generations to come.

Whether this is your first MUN or you are an experienced delegate, I strongly encourage you all to make the most of this exciting educational opportunity!

This weekend, on behalf of the British School of Bahrain Model United Nations and the Georgetown International Relations Association, I challenge you to embrace the ideals of international education, cultural exchange, and social justice that BritMUN IV seeks to realize. In these 3 days, I hope you will discover within yourselves the ability to lead your generation towards a brighter future.

Sincerely,

Yannis Panagis
Secretary-General



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Types of Committees

Model UN committees can typically be broken down into three types of committees: Traditional, Semi-Crisis, and Crisis committees.

Traditional

Traditional councils are made up of GA and ECOSOC. All these councils are generally the same size and include US Senate, Security Council, DISEC. US Senate holds hearings, as well as developing and voting on legislations. Security Council has primary responsibility, under the United Nations Charter, for the maintenance of international peace and security and delegates will be given issues which will require them to think about quick methods of action to prevent global security catastrophes.

Semi-Crisis

Has crisis elements

Full-Crisis

Crisis committees are completely different from traditional councils. They focus solely on specific issues such as historical issues and geographical issues. An example of a full-crisis council that will be part of BritMUN IV is the Executive Committee. The delegates will discuss the Cuban Missile Crisis as it occurred in real life and will try to resolve it as it goes along. In essence, crisis committees have a narrower and more specific focus than the traditional and semi-crisis committees, they aim to discuss and resolve global issues. Crisis committees are also made up of generally powerful and influential personas that can use their individual dynamism, that is part of their characters 'bio' to shape and determine their world. Lastly, crisis committees are the smallest of councils, and will usually be made up of less than 30 delegates per committee. They tend to be faster-paced and more dynamic than assemblies with set topics.



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Who is who in Model United Nations?

When competing at a conference, you will certainly run into various staffers with various positions in the conference. In order to utilize all the resources available to you, it is important to know who exactly you're speaking to when asking questions about the conference or seeking help.

Senior Staff: The conference's leadership staff is divided into the Substantive Side and the Executive Side. The Substantive Side is responsible for preparing the committees to be run at the conference, and ensuring that those committees are of the highest quality for you, the delegates. The Executive Side is responsible for non-debate related elements of the conference, from social events to marketing to philanthropy. While you will not see Executive-Side staffers all that much in committee, they are instrumental in enhancing the overall experience of each and every conference.

Introductions of each member of senior staff for BritMUN IV can be found on the Meet The Team pages on the BritMUN website:

<https://www.britmun.org/meet-the-team/>

The Senior-Staffers that are most involved in committee are listed below.

The Secretary-General: Leading the "Substantive Side", the Secretary-General (SG) is responsible for coordinating among the Undersecretaries General (USGs) and Deputies Undersecretaries General (dUSGs) in order to ensure the committees in each organ are being developed and run properly and smoothly. Tasks could range anywhere from solving substantive issues committees confront to managing staff issues amongst the organs and committees.

The President: The principal substantive advisor to the Secretary-General, the President is responsible for aiding and assisting the SG in the substantive issues the SG confronts, including the topics and structure of the conference's committees. The SG and President essentially work together to ensure committees are structurally sound and engaging for the delegates.

Undersecretary and Deputy Undersecretary General: These Senior Staff members work in tandem to make sure the committees in their respective organs are organized and running smoothly. They are responsible for helping to facilitate the formation of each of the committees in their respective organ, and will be your moderators' primary point of contact during committee feedback sessions.

General Staff: General Staff members are the BSB students you see running the committees at the conference, many of whom introduced original ideas for the conference's committees. You will be interacting with these staffers the most throughout the duration of the conference.

Chair: The Chair is responsible for regulating the course of debate in each committee, and will be the staffer you interact with the most.

Director: The Chair's principal aide. The Director ensures that debate flows smoothly and productively. Together, the Chair and Director make up the Dais.



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Crisis Manager: Crisis Managers appear only in Crisis committees. The Crisis Manager (CM's) primary task is to construct the "story-arc" for events that occur in Crisis committees and help to process the notes and directives delegates in the committee produce.

Crisis Analysts: Crisis Analysts (CAs) are responsible for helping the CM run the crisis arc of the committee, as well as produce updates and process the notes and directives from committee.

The Course of the Debate: Traditional Councils

Below is a detailed description of the life-cycle of a Traditional Committee. This section will help to guide you from the beginning to end of the committee so that you have a better grasp on the dynamics and expectations of it come conference time. Rather than focusing on specific rules or jargon, we have focused on the general flow of debate to contextualize it for newer delegates.

Each committee session, the Chair will take a roll call for each country/representative in the committee. It is important to note that you **MUST** attend each session in order to be considered for an award, barring extenuating circumstances like illness or travel delays.

During the first committee session, the Chair will introduce both him/herself as well as the rest of the dais staff. After taking roll call, the Chair will open the floor to points or motions from the committee. The Chair will almost always look to open a Primary Speaker's List, to allow delegates to debate which topic the committee should actually discuss (keep in mind, Background Guides for these committees often present two to three issues the committee can choose to confront.) The following series of speeches present the first opportunity for substantive debate and give delegates an opportunity to explain why one topic merits particular attention. Such speeches are wonderful opportunities to make your presence known to the committee.

Either delegates or the Chair will push to end debate and take a vote on the topic to be discussed for the committee. Many times, the Chair will present an opportunity for last speakers to support whichever topic they want to see chosen. The Chair will generally have a time-frame in mind for how long he/she wants the Speaker's List to last, and will push for a Motion to Set the Agenda, where a simple majority is needed to determine the order of the topics.

Once the topic is chosen, the Chair will open a Secondary Speaker's List to initiate formal debate on the selected topic. The first speeches will be used to convey the particular views, goals, and solutions delegates are seeking so that like-minded delegates can choose to work together. After a series of these speeches, delegates may either seek to enter a less-formal moderated caucus to discuss a more specific aspect of the topic, or even motion for an informal 8 unmoderated caucus in order to allow delegates to begin pooling ideas. Its not always clear-cut where committee proceeds from here, as it is largely up to the Chair as to whether there has been a sufficient amount of debate to warrant an unmoderate caucus. Once this first unmoderated caucus is passed, delegates will pool together to discover common ground with others, most often centering around some of the more notable speakers from



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previous speeches. However, these groups are often preliminary, and are in no ways the permanent blocs that will form. Blocs tend to solidify by the second or third committee session.

Once the first unmoderated caucus is concluded, the Chair will usually look for a moderated caucus to hear some of the ideas being discussed as well as some of the groups that have formed. Debate will usually ensue centering around the competing ideas of different blocs, and it is important to recognize which particular ideas are being discussed among the committee the most. Doing so will usually provide you with a somewhat accurate gauge of who is leading committee.

From here, there is no clear trajectory for debate. Delegates may motion for unmoderated caucuses to continue crafting their ideas into working papers, or moderated caucuses to continue debate or debate other specific aspects of the overall topic. What happens is largely at the Chair's discretion, who pushes for the most efficient way of to work toward the eventual introduction of working papers to the committee.

After a series of moderated and unmoderated caucuses, it is likely that different groups will have produced working papers, which are formal documents outlining solutions to the issue at hand. Debate takes on a more substantive tone, as delegates begin to elaborate on some of the ideas, they have been hearing during caucusing, coming up with concrete proposals for turning them into action. Once again, the exact direction of committee at this juncture is largely up to the discretion of the Chair; he/she may seek for further moderated or unmoderated caucuses either to facilitate further debate or the formation of more coherent blocs. Perhaps the most important takeaway here is that once a group has enough support (measured in sponsors and signatories) for its working paper, it will most likely motion to introduce its working paper. Other groups will soon follow suit, and working papers are introduced by the Chair to committee in the order in which they were submitted.

Once working papers are introduced, it is likely the Chair will suggest a Question and Answer (Q&A) session for each draft resolution. During this time, the main sponsors of each paper have the opportunity to read their working paper to the committee, answering any questions other delegates may have. Q&A may seem like a relatively marginal moment in committee, but it is in fact critical one in the eyes of the Dais. It is a rare opportunity for delegates to show who is truly leading their respective bloc; those leaders should be the ones who can sufficiently and knowledgeably answer the committee's questions or ask intelligent questions of their own. In essence, it is a phase in committee where the Dais can directly observe delegates and their 9 bloc-leadership, something that is largely hidden during speech-giving and the chaotic nature that often accompanies unmoderated caucuses in large committees.

Once Q&A sessions are concluded, the committee usually motions for either an extended moderated caucus or a series of moderated caucuses to discuss the pros and cons of each working paper. Typically, delegates tout the papers they have helped sponsor while critiquing the work of other groups. When the Dais is faced with either a large amount of working papers and/or working papers that contain similar content, the Chair will most likely suggest that different groups consolidate their papers. At this point, delegates may push for unmoderated caucuses to do just that. Sometimes, rather than rewriting working papers, delegates will propose amendments to them, which can be added in with approval of all



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sponsors, or by a majority vote of the entire committee. Once the Chair is satisfied that enough consolidation has occurred, delegates may either seek further discussion or even push for a vote on each of the remaining working papers.

Once the committee enters voting procedure, the room is locked and amendments are no longer accepted. A working paper needs the majority of the committee's YES votes to pass; bear in mind delegates may vote "Yes", "No", or "Abstaining". However, abstentions essentially detract from "Yes" votes and can only be used by delegates who answered "Present", as opposed to "Present and Voting", when roll was taken in the first committee session. Voting procedure continues until all working papers are either passed or rejected by committee, though delegates are free to make motions between votes.

Once all working papers have been voted on, the life-cycle of Traditional Councils is concluded, and debate begins on the next topic through the same process. This summary is in no way a completely accurate description of the Traditional Council process, as in many situations the flow of committee is determined either by the desires of the Chair or the progress of the delegates in the production of working papers/draft resolutions. However, it is our hope this description gives you a general idea of the course of a Traditional Council, providing you with a framework with which you can gauge the progress of committee during debate.



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Resolutions

The goal of essentially every committee is to craft a document that answers the problem or issue confronting that committee. Resolutions are documents written by the delegates which are the end results of the research, critical thinking, debate, deliberations and compromises that the delegates have combined over the course of the council. Resolutions are supposed to provide innovative ideas and insights into how delegates propose to resolve issues that the world faces. The resolution writing process can start as soon as the delegate would like however it should be noted that BritMUN strongly prohibits pre-written resolutions as it compromises the spirit of the debate. Instead of starting the resolutions immediately it is vital that everyone participates in debate and listen to what their fellow delegates have to say in order to create a comprehensive and a well- rounded plan. Each delegation can sponsor or sign as many resolutions as they wish. Sponsors are countries who agree with the content of the resolution or draft and intend to support it. Signatories are countries who would like to see the draft debated but do not necessarily support all the elements of the resolution (A signatory of a resolution does not have to vote in favour of the resolution).

A resolution is split into two separate sections

Preambulatory clauses

The preamble explains the problem being addressed by the council, they should be informative of the issue at hand, yet they must not disclose any action taken by the council in order to resolve the issue. Each of these clauses begins with a present participle (preambulatory phrase) which is italicized; these clauses then end with a comma.

Past UN resolutions, treaties, or conventions related to the topic

- Past regional, non-governmental, or national efforts in resolving this topic
- References to the UN Charter or other international frameworks and laws
- Statements made by the Secretary-General or a relevant UN body or agency
- General background information or facts about the topic, its significance, and its impact.

Pre-ambulatory Clauses Should Start With these Key Words or Phrases (Does Not Contain all)

Affirming	Convinced	Emphasizing	Reaffirming
Alarmed By	Declaring	Expecting	Realizing
Approving	Deeply Concerned	Fulfilling	Recalling
Aware of	Deeply Conscious	Fully Aware	Recognizing
Bearing in Mind	Deeply Convinced	Further Recalling	Referring
Believing	Deeply Disturbed	Guided By	Seeking
Confident	Deeply Regretting	Keeping in Mind	Taking Note
Contemplating	Desiring	Observing	Welcoming



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Operative Clauses

The purpose of the operative clause is to provide a solution to the issues addressed in the pre-ambulatory clause. The clause should aim to take substantial action towards resolving the issue and should include an underlined verb at the beginning of the sentence followed by the proposed solution

Each clause should include the following basics:

- Clause should be numbered;
- Each clause should support one another and continue to build your solution;
- Add details to your clauses in order to have a complete solution;
- Operative clauses are punctuated by a semicolon, with the exception of your last operative clause which should end with a period.

Operative Clauses Should Start With these Key Words or Phrases (Does Not Contain all)

Accepts	Congratulates	Endorses	Notes
Affirms	Considers	Expresses its appreciation	Proclaims
Approves	Declares Accordingly	Expresses its hope	Reaffirms
Authorizes	Deplores	Further Invites	Recommends
Calls	Designates	Further Proclaims	Regrets
Calls Upon	Draws the Attention	Further Reminds	Reminds
Condemns	Emphasizes	Further Recommends	Supports
Confirms	Encourages	Further Requests	Transmits

Delegates should put the list of sponsors and signatories at the top of the document, along with the name of the committee and the topic being discussed. Please note that a resolution is grammatically a single sentence; therefore, clauses should be separated by commas.

Example: A Draft Resolution

Below is a sample resolution that incorporates some of the points discussed earlier. The resolution was crafted in a committee simulating the World Bank, which sought to craft a new strategy to reach the Millennium Development Goals (MDG).

Draft Resolution: Triple-P Partnership

Sponsors: Israel, Italy, United Kingdom

Signatories: Chile, France, India, Japan, Jordan, Netherlands, United States

Deeply concerned by projections of the international community of the inability of the accomplishment of the Millennium Development Goals (MDG's) by the established deadline of 2015,

Recognizes that the Least Developed Countries, a majority of which are located in Sub Saharan Africa have the greatest difficulty in meeting the MDG targets and recognizes their inability to invest in growth oriented strategies as a result of incurring "unsustainable debt levels,"



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Disturbed by the alarming fact that 105 countries of the 144 monitored are not expected to reach MDG 4 and 95 are off track for MDG 5,

1. Recommends the increase of infrastructure investment while maintaining a policy framework that includes:
 - a. Transparency of where all aid is going,
 - b. Anti-corruption initiatives that are specific to the nation's needs,
 - c. Updates on the use of aid, d. Monitoring on the level of transparency;
2. Suggests the implementation of United Nations Monitors in conjunction with any sovereign nation struggling with accomplishing the eight Millennium Development Goals to supplement a government;
3. Further suggests the comprehensive reports on the situation of each individual nation for the purpose of:
 - a. Ensuring aid transparency,
 - b. Ensuring the protection of rights of every global citizen on the UN standards of human rights,
 - c. Understanding each nation's individual need,
 - d. Ensuring adequate progress of the MDGs,
 - e. Tracking development and economic growth;
4. Suggests the establishment of a growth model for nations to follow given the direct relation between economic growth and reaching the Millennium Development Goals (MDGs) by encouraging sovereign nations to implement their own region-based like programs that are non discriminatory towards any citizen and comply with the needs of their nation as a whole, with the use of the African Action Plan or Israel's PICT as a model;
5. Strongly recommends the reevaluation of the feasibility in reaching the MDGs by 14 2015 and the creation of a realistic timeline extension for those goals which will not be achievable within the set time frame;
6. Recommends that the World Trade Organization (WTO) push forward with the Doha Development Round by temporarily dropping the suggestion by the Doha Development Agenda (DDA) of cutting Agricultural subsidies;
7. Further recommends that the Doha Development Round establish a timeline to address at least six of its original 21 issues within the next year;
8. Recommends the implementation of microenterprises as necessary tools for eradicating poverty by:
 - a. Allowing for new opportunities for self-employment,
 - b. Establishing a support system for small business development in underdeveloped nations,
 - c. Encouraging the goals of the Global Jobs Pact and working in conjunction with this pact;
9. Encourages equal opportunities for women in the developing world and advancing their political stance by promoting governmental measures that would free women in developing world nations from time intensive tasks such as carrying water through:
 - a. The use of loans to establish government programs aimed at providing clean well water or water pumps to tap deep lying water tables, which would free up time for women to pursue more educational or economically productive activities
 - b. The establishment of comprehensive day-time primary education programs
 - c. Basic health awareness and prevention program aimed at educating women in developing nations about common preventable diseases as well as cures that can be made locally
10. Strongly urges the expansion of educational programs targeting women and children in preventative health techniques, such as the importance of mosquito nets, the use of anesthetic in childbirth, and cleanliness standards
11. Resolves to remain actively seized in the matter.



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The Course of the Debate: Crisis Committees

Crisis committees are, simply put, a very different animal in terms of debate process when compared to Traditional Councils. Crisis committees are not nearly as regulated by parliamentary procedure as them, and the process of these committees are often contingent on the crisis situations confronting the committee. Below is a rough outline of how crisis committees often proceed: Moderated caucuses become opportunities for the delegates to convey their goals for the committee's general direction, and are opportunities for delegates to convey their knowledge of the topic, speechgiving capabilities, or leadership presence to the committee.

After some early preliminary debate, a crisis update is introduced to committee.

- Debate quickly becomes more substantive, as delegates will often seek a moderated caucus to discuss possible solutions to the crisis at hand. During such caucuses, delegates may write and submit directives, or the action the committee will collectively take to answer the crisis. Delegates can also motion for an unmoderated caucus to collaboratively craft directives. Once directives are submitted, the committee may seek a moderated caucus to discuss each directive or an unmoderated caucus to consolidate and merge similar directives (often at the behest of the chair), or a variant of a moderated caucus to expedite the discussion process.

Once debate concludes, delegates will motion to vote on the directives on the table. Often times, Chairs will allow the sponsor of each directive to read or briefly summarize it. Once the votes are taken, the process essentially repeats itself, though as committee progresses the crises often become more dire and require faster responses from committee. Because Crisis committees evolve largely based on the actions of delegates or the crisis generated by the Crisis staff, the debate process can take on numerous variants. Hopefully, you have a clearer picture of how crisis committees generally evolve over the course of the conference.

Directives

Found almost exclusively in crisis committees, directives embody the collective decision of the committee in confronting a specific crisis. Directives can either be submitted individually by delegates or by a group of delegates, usually at the discretion of the chair. Some chairs will ask for a number of signatories before a directive can be introduced, while others are more liberal in terms of regulating directive introductions.

Often, they give a brief outline of the action the committee wishes to take, though Chairs and Crisis Managers look favorably upon some specificity in directives. Directives usually require a simple majority to pass committee, and are subject to both friendly and unfriendly amendments.



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Crisis Pads

Crisis Pads are notes sent to the crisis staff on behalf of the delegate in an attempt to undertake a unilateral action. A delegate can use these notes to either generate new scenarios for the committee, or to alter the dynamics of the “crisis world” in order to increase one’s leverage in the room or to solve the crisis scenario on their own. Delegates must be careful to undertake action that is within the purview of their character’s portfolio powers, or the actions and powers available to a delegate based on their position. For example, the US Secretary of Defense cannot unilaterally alter interest rates; rather, he can SUGGEST to the committee to undertake this action. However, the Secretary of Defense could undertake actions that involve the Pentagon, the institution he controls.

Example: A Crisis Pad

Below is a sample crisis pad that will demonstrate some of the points previously mentioned:

Crisis pads that state their objective clearly tend to help guide the delegate in crafting his/her pad, but also help the Crisis Staff understand what exactly the delegate wants to achieve.

TRICKS OF THE TRADE: Tips to compete and succeed in Model UN.

Thus far, we have discussed many of the rules and regulations that govern Model UN in order to grant you a better understanding of the flow of debate. Understanding the rules, however, is not enough to compete successfully at BritMUN, or any conference for that matter.

General Decorum

As cosmetic as it at first may sound, general decorum can go a long way in presenting oneself as a capable delegate. Delegates should, by rule, dress in Western Business Attire (WBA), and are advised to dress sharply. No one wants to work with delegates who look unprofessional!

Outside of this more superficial aspect, delegates should always be polite in their interaction with both members of the Dais and other delegates. Rude, boisterous, or combative delegates will not only make enemies of the Chair, but those delegates can and often have found themselves alienated from other delegates.

Speeches

Speeches may very well be the most important means of presenting oneself as a competent, capable delegate. It is the one chance you as a delegate get to interact with the entire committee. Below are some tips to keep in mind when giving speeches:

- Nothing can be more intimidating than giving an improvised speech to a room of many delegates. When faced with a large crowd, pick out five or six faces in the room, and make



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eye contact with only those delegates as you give the speech. The room will seem a lot smaller!

- Its difficult to write speeches before giving them. Debate can move quickly, and attempting to pre-write speeches will only result in you falling woefully behind. Rather, keep up with the course of debate, and develop your opening and closing remarks in your head well before you give your speech. Once you have a general idea of how you plan to begin and end your speech, it is far easier to improvise.

Caucusing

If speech-giving is the best way to gain credibility in the room and to present one's argument, caucusing is the primary means of gaining votes and building blocs and coalitions to garner those votes.

The first unmoderated caucus is often incredibly chaotic. Before that first unmoderated caucus, it is advisable to promote your country's position in your primary speech and to inform the delegates where you will be in the room if anyone seeks to work with you during the unmoderated caucus. When you first meet with interested delegates, it should not come as a complete surprise if some of the delegates drift off to work with other groups. Of course try to convince the delegates to work with you throughout the duration of the committee, but you will know who you can work with after that first caucus.

Another way to build a coalition is to move from group to group and listen to the dialogue in each group. Generally, there will be delegates on the peripheries of these groups that are being left out of the conversation. Bring them into yours by offering to work with them. Politely and convincingly presenting your position is a sure way to build a bloc.

The second unmoderated caucus is another opportunity to strengthen or realign your coalition. Subsequent caucuses should be used to begin writing working papers. Don't be afraid to have members of your coalition go off and bring other delegates into your group. In other words, divide up the tasks; for example, have some members of your bloc work on writing the working paper and assign others to bring in delegates to your side.

Documents

Resolutions can often be long and convoluted documents. Be the delegate that offers clear, concise clauses that get your points across. Better yet, offer something unique to the resolution. Unique, creative policy solutions are perhaps the best way to distinguish yourself from the rest of committee.

In crisis committees, on the other hand, Directives are usually quick and concise measures taken to answer a single crisis. Don't over complicate the matter at hand, but creative solutions that display one's understanding of the situation will certainly help one's standing with both the committee and the Chair. Take the initiative in writing directives.

Last, crisis pads can be excellent tools to refocusing debates and aligning the circumstances of the crisis in one's favor. Attention to details in enacting portfolio powers will often generate a more positive response from the Crisis staff. For example, if you are looking to



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move troops somewhere, elaborating on details such as ‘how many troops’ or ‘how will they be armed’ are details Crisis Managers look for in skilled delegates. It is also a good idea to clearly state the objective of what you are trying to achieve through your crisis note. It helps guide the Crisis Staff’s feedback, but will also help keep your note focused and grounded.

MUN Jargon

For this I wanted you to add the list of MUN Jargons that you made for the chair guide, they both work here so if you could just copy and insert that in here that'd be work equally as well as the NAIMUN one

1. A Point of Personal Privilege: this refers to the wellbeing of a delegate. It may not refer to the resolution. It may only interrupt a speaker if the speech is inaudible. This is the only point that may interrupt a speaker.
2. A Point of Information is a question and must be made as a question. It can only be made when the speaker has yielded to points. It can be made to the speaker or to the Chair.
3. A Request to Follow Up: a delegate can call this after the speaker has finished responding to the delegates original point of information, and this is an additional question to the speaker on something brought up, or failed to bring up, in their answer
4. A Point of Order is when a delegate feels the chairs have failed to notice a particular breach in procedure and want to remind them. It has to be addressed to the Chair. It can be made during a pause in a speech, or after a speech. It can be used if a speaker has said something that is contradictory to a fair and good debate, and the chairs have failed to act on it.
5. A Point of Parliamentary Enquiry is a question to the Chair about the rules of procedure.
6. A Right of Reply: A delegate can use this right, if the speaker on the podium has directly mentioned and insulted the country the delegate is representing. Be wary of overuse, and make sure it is only used when the country has been directly offended. Make sure that if a country has been directly offended, the speaker is reminded to remain diplomatic – issue a warning even.
7. Motions to extend time for/against: This motion adds time for speakers to either, or both (motion to extend debate time), sides of the debate, the chair can decide the amount of time and speeches allowed, but must clearly state so.
8. Motion to move to time against: This motion is used when a delegate feels that the amount of time spent speaking for the resolution/amendment has been extended for too long, and they wish to move onto the next set of debate against it.
9. Motion to move to previous question/ voting procedure: This is used when the delegates feel the debate for a particular resolution has stretched for too long, and that their decision on the resolution has been made, and therefore they move to voting procedures.
10. Motion to make a friendly amendment: this when a delegate is an ally/co-submitter to the main submitter of the resolution and wishes to make an amendment that will improve it. If



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there is no opposition to it from the main submitter then the amendment is completed without a voting procedure.

11. Motion to divide the house: if a vote on a resolution has failed, and the numbers of abstentions in the house are enough to swing the vote to it passing or failing, then the motion is valid. This motion must always be entertained.

12. Motion to move to un-moderated caucus: The delegate can use this motion to allow time for lobbying and merging. When this motion is entertained, the council procedures are no longer in force and delegates can move out of their seats. The chair must always ask how long the caucus should be, and what it will be used for.

13. Motion to move to moderated caucus: This motion can be used by a delegate to discuss a particular topic in the issue, and can add on other rules for their caucus, such as time, speakers, etc. The chair must ask how long the caucus is for and what the topic will be. The procedures of the council will be in force for the caucus, apart for the speakers in the caucus and they can talk informally (still not using personal pronouns), to the other speakers. The chairs will step in to control speaking time of an individual speaker to stop it stretching.

14. Motion to move back to formal debating: This motion can be called to finish the caucuses.

15. Point of Inquiry: A general inquiry that can be related to the rules, where the flow of debate is going or to inquire how many signatories are on a directive.

16. Right of Reply: A member may respond to a comment that has directly insulted the delegate is representing. May be used at the Chairs discretion, the Chairs decision is final.

17. Speakers List: A running list of nations/persons that wish to speak. Opened at the beginning of the committees, gives the delegates a chance to speak freely on the topics the committee will be discussing over the course of the conference. Lasts for 30 to 45 seconds. The list may continue until the end of the list, or until a motion is passed to close the speakers list. Delegates are placed on the list by raising their placards and being chosen by the Chair, who will proceed to put the delegate on the list. A note can also be passed asking to be put on the speakers list.

18. Moderated Caucus: A regulated time-limited debate focusing on an aspect of the topic, addressing a certain crisis, or discussions about working papers. To motion for a moderated caucus, a delegate must state the topic they wish to discuss, the time allocated for the caucus, and the speaking time per speaker. A majority is required to pass this motion and the delegate first to speak if the motion is passed is the one who submitted the motion.

19. Unmoderated Caucus: An unregulated debate that is time constrained. Delegates are therefore free to move around and discuss the topic being debated freely. This time is often used to form coalitions, merge working papers or create directives. Delegates must motion for an unmoderated caucus stating the allocated time, the topic/task to be discussed/undertaken during the unmoderated caucus. A majority is required to pass this motion. An unmoderated caucus must not exceed 20 minutes and the chair reserves the right to rule such a motion out of order.

20. Working Papers: The potential resolutions constructed by delegates are known as “working papers” until they have the required the necessary number of signatories, submitted



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to the Chair, and are presented to the committee. Once these requirements are met, the working paper is called a “draft resolution”.

21. Resolutions: This is the final product of a committee; they are passed by the majority. They offer broad and comprehensive solutions to the issue being debated.

22. Signatories: This is a delegate who signs a resolution to illustrate that they show an interest in hearing/discussing the working paper presented to the committee. It doesn't indicate that the delegate supports the working paper however.

23. Sponsors: The original writer of a working paper or a delegate who strongly supports the working paper. One-fifth of the committee's signatures (signatories and sponsors combined) are the required amount to submit and present the working paper. However, the number of signatures can be left to the discretion of the Chair.

24. Amendments: This is a change to the resolution by either adding, removing, or revising a text within the draft resolution. These are usually submitted when working papers are introduced up to when they are voted on.

25. Friendly amendments: These are amendments that are approved by all the sponsors of the resolution and are automatically added without a vote as soon as they are submitted to the Dais.

26. Unfriendly amendments: These require 12.5% of the committee as sponsors/signatories before being presented to the Dais. Each unfriendly amendment must entertain two for and two against speeches before being added to the draft resolution.

27. Objection to the consideration of the question: Used to prevent an original main motion from coming before the assembly. This motion is different to a unanimous consent request.

28. Lay on the table: This motion suspends consideration of the main motion in order to deal with another matter.

29. “I yield my time to the Chair.” Remaining time is unused.

30. “I yield my time to questions.” Chair will call on a delegate to ask the speaker a question. The speaker can only respond for the amount of time unused and no back and forth dialogue between delegates is permitted.

31. “I yield my time to [inset country's name here].” If a delegate yields the remainder of their time to another country, that country must accept the yield. The country yielded to cannot make another yield (NO DOUBLE YIELDS).

32. In Q&A, Non-substantive questions are used to question and correct grammar, spelling, punctuation, or to clarify (without changing) any part of a draft resolution BritMUN IV Chair Guide By Secretary General Yannis Panagis www.britmun.org

33. In Q&A, Substantive questions are questions that wish to question the meaning and intentions of the draft resolution

34. Straw poll: A non-binding poll vote on a draft resolution or resolution that allows delegates to get a feel for the popularity of a resolution. Straw poll votes are non-binding

35. Motion to re-order the question: In normal conditions, the order for reading out draft papers is the order in which they were handed in, but if a motion to re-order the question is



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passed, then the resolutions can be read in a non-sequential order as specified by the delegates.

CLOSING REMARKS

There you have it. We do hope this has helped you in your preparation not only for this conference, but for future competition in Model United Nations. Of course, one simply cannot learn how to compete in Model UN through a book or a training guide. Becoming a competitive and successful delegate takes continued competition and practice. So perhaps the best advice we can give: take every opportunity to become a better delegate. Attend as many conferences as you can. If your school offers mock-committee sessions or any opportunities to practice, take them. We guarantee that with practice you will not only become a better delegate, but will enjoy Model UN even more.