Rules of Procedure

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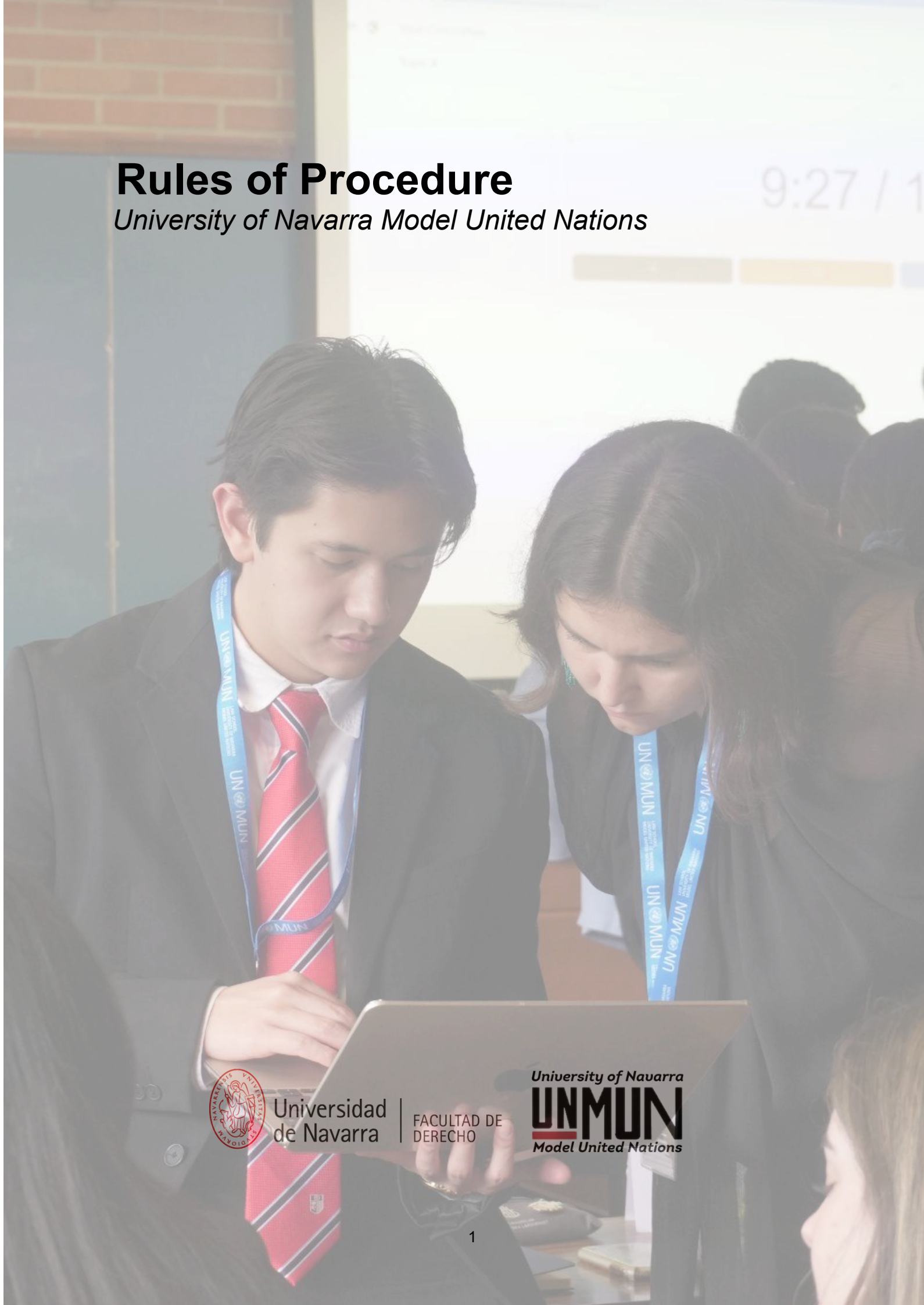

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Chapter 1: General Aspects

Article 1: Concept

1. UNMUN (University of Navarra Model United Nations) is a Model United Nations held annually on the University of Navarra's campus in Pamplona, whose purpose is to promote and encourage the values and objectives of the United Nations, including its systematization, organization and effectiveness; as well as familiarize students with these aspects.
2. The participants of the conference, who will serve as representatives of the organization, will be called delegates.
3. The moderators of the debate will be called, according to their position: Presidents, Vice-Presidents, Secretaries or Dais
4. Throughout the protocol guide "approved by simple majority" will imply that there are more votes in favor than against, where abstentions do not go to either party.

Article 2: Charter of the United Nations

Delegations must at all times act in accordance with the articles and principles of the Charter of the United Nations and the Universal Declaration of Human Rights. Any behavior or remark that goes against the physical and moral integrity of other delegates may result in dismissal from the conference.

Article 3: General Principles

1. The Board of Dais is made up of the Presidents, Vice-Presidents and Secretaries of the different committees for UNMUN.
2. Each committee will have one President, one Vice-President (each with the same responsibilities) and one Secretary dedicated to the logistical flow of the committee.
3. During the sessions, members of the Board of Dais may exchange tasks, as long as it is explicitly notified to the delegates of the committee.
4. Diplomatic notes should include clear TO and FROM addresses at the top of the page.
5. Messages that are not related to the discussion or the Model and do not meet the above requirements will not be transmitted. Any member of the Board reserves the right to prevent the delivery of a diplomatic note to its recipient if he or she violates this point and, depending on the seriousness considered by the members of the Board, may issue a warning to the delegate is it addressed from

Article 4: Language

The official languages of the conference are English and Spanish. Delegates must refrain from using any other language during sessions.

Article 5: Dress Code

1. The dress code for UNMUN is Western Business attire. Men must wear a formal suit, dress shirt and tie (or something similar). Women must dress equally as formal in suits, elegant separates, dresses or knee length skirts.

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2. Delegates are prohibited from wearing clothing, jewelry or accessories that may be deemed inappropriate in size, color or message that may be distracting or disrespectful either individually or as a group.
3. Prohibited attire includes, but is not limited to:
    a. Accessories or equipment not approved by UNMUN.
    b. Sports shoes or denim clothing
    c. Military uniforms

Article 6: Decorum

Representatives should address their fellow delegates in a formal manner. Any speech given during a formal session must make use of courtesy formulas such as "Honorable Chair and Fellow Delegates" and must declare the opinions of the delegation/country represented and not individual opinions.

Article 7: Diplomatic Courtesy

1. Delegates must extend and receive diplomatic courtesy to and from all delegates and the Board of Dais at all times.
2. In accordance with Article 2 of the protocol guide, delegates who continuously attempt to disrupt the session or use insultive/abusive language may be dismissed from the committee by the President.
3. Decisions made by the President in regard to diplomatic courtesy are final.

Article 8: Use of Electronic Devices

1. The use of electronic devices during sessions will be decided by the President and will be final.
2. Electronic devices must be used appropriately at all times. The President may prohibit a delegate from using an electronic device if said delegate does not use it for the means previously established by the Board of Dais.
3. Cell phones are expressly prohibited during sessions and delegates may only use their cell phones outside of the committee room and other protocol activity organized by the Board of Dais

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Chapter 2: Rights and Responsibilities of Dais and Secretariat

Article 9: The Secretariat

1. The Secretary General, Under-secretary General, Under-secretary of Chairs, Under-secretary of Public Relations, Under-secretary of Logistics, and Under-secretary of Finance are named the UNMUN Secretariat. Their task of guaranteeing the organization and subsequent functioning of UNMUN
2. The Secretary General, or any other member of the Secretariat retains the right to make oral or written declarations towards any delegate of the conference.
3. The Secretary General retains the final word in regard to compliance of the UNMUN protocol. However, the Under-Secretary of Chairs will be contacted first and foremost with the purpose of resolving issues arising from the former.

Article 10: Responsibilities of the Dais

1. The Board of Dais will be made up of one President, one Vice- President and one Secretary and their respective roles are as follows:
    a. The President, as the maximum authority within the committee will be tasked with:
        i. Declaring the opening and closing of each session
        ii. Serve as a moderator during the sessions.
        iii. Grant the right to intervene
        iv. Decide the order in which resolutions are presented and debated.
        v. List the delegates that wish to participate in the order they see fit, as well as propose voting procedure and announce outcomes.
        vi. Retain complete control over the rules of procedure and ensure full compliance on behalf of delegates.
    b. The Vice-President, as the second authority figure within the committee will be tasked with:
        i. Replace the President in case of absence.
        ii. Serve as a moderator at the behest of the President.
        iii. Review draft resolutions and ensure they comply with basic protocol requirements.
        iv. Have complete control over the rules of procedure and ensure their full compliance on behalf of the delegates and the Boar of Dais
        v. Propose to the President the limits on the time of debate, number of delegates that may intervene and time allocated to each delegate, as well as possible motions/amendments as they see fit.
    c. The Secretary, as the third participant within the Board of Dais will be tasked with:
        i. Carry out roll call at the beginning of every session.
        ii. Inform the President of the quorum and respect the necessary requirements established by the protocol for the debate.
        iii. Register delegate votes
        iv. Facilitate communication between the delegates and the Board of Dais
        v. Manage time during moderated/unmoderated caucuses.
        vi. Have complete control over the rules of procedure and ensure their full compliance on behalf of the delegates and the Boar of Dais

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vii. Propose to the President the limits on the time of debate, number of delegates that may intervene and time allocated to each delegate, as well as possible motions/amendments as they see fit.

d. The Board of Dais may exchange its functions to ensure the logistical efficiency of the committee and the proper flow of debate for the benefit of the delegates.

Chapter 3: Rules of Procedure - Points

Article 11: Points and Motions

1. Points and motions are the ways in which a delegate may ask to intervene in the debate in accordance with the rules of parliamentary procedure. The difference between a point and a motion is based on their purpose during the session.
    a. Motions are proposals for the efficient use of time during the session. They are subject to the floor being open in order to be presented. Repeatedly, during the conference, the delegates will hear the following words from the Board of Dais that indicate the opening of the floor to motions: “The floor is open, is there any point or motion?”
    b. Points are case specific questions or situations that must be addressed first than any other issue. They are not subject to the opening of the floor and can be presented whenever the committee is in session. With certain exceptions, points are not a tool to interrupt the speech of other delegates.

Article 12: Point of Personal Privilege

1. The point of personal privilege, disrupts the flow of the debate. Delegates are allowed to use this point when their understanding of the committee or their performance as a representative is compromised by a situation beyond their control.
    a. This point is exclusively for the use of immediate circumstances that must disrupt the debate. Any other concerns must be addressed to the Board of Dais through a diplomatic note.
    b. The Board of Dais maintains complete discretion to recognize a point of personal privilege.
    c. The debate must never be disrupted unless there is a specific circumstance that limits the understanding or performance of it.

Article 13: Point of Parliamentary Inquiry

1. This point will be used to direct a question to the Board of Dais with an inquiry regarding the functioning of parliamentary procedure.
    a. The point of parliamentary inquiry can be carried out exclusively when the floor is open, and no other delegate is speaking.
    b. The point of parliamentary inquiry must never be presented by interrupting another delegate.

Article 14: Point of Information

1. This point will be used when a doubt arises according to the content of the debate. Whether in search of recommendations from the Board, the argumentative direction of the discussion, the name of a point/motion, etc.

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Article 15: Point of Order

The point of order serves the purpose of informing any procedural breach, non-diplomatic behavior, or any occurrence that happened during the session.

a. The point of order can be used when a delegate or a member of the Dais violates the rules of parliamentary procedure or the formality of the debate.
b. It may interrupt the debate at any point.

Article 16: Right of Reply

1. The right of reply is used when a delegate feels another Delegate has insulted their country's national integrity.
2. It is granted at the Board of Dais discretion
    a. Delegates must provide a short explanation of the reason for the request.
    b. Delegates retain the right to state whether or not they have felt gravely offended by another delegate.
    c. If approved, the session must be interrupted, and the Board of Dais must request the offending delegate to formally apologize to the offended delegate

3. Rights of Reply can be raised during normal caucuses as other motions or rights are.
4. The objective of this right is to allow the delegate the change to clarify or affirm their position when wrongly cited by another delegate.

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Article 17: Warning System

1. A delegate may be issued a warning if:
    a. They are late to committee sessions.
    b. Has an unexcused absence to a committee session.
    c. Does not comply with the stipulated dress code .
    d. Does not comply with the decorum stated in the protocol guide.
    e. Does not turn in the position paper on time.
    f. Violates in any way, shape or form the stipulations presented in the protocol guide.

Chapter 4: Rules of Procedure - Motions and Flow of the Debate

Article 18: Roll Call

1. Roll call is part of the parliamentary procedure carried out by the Board of Dais. Roll call will be carried out by calling the full name of a delegation to verify their presence in the session.
2. When a delegate hears the name of their delegation being called out, they must raise their placard and say: Present or Present and Voting
    a. By saying *present* the delegation retains their right to abstain during the substantial voting.
    b. By saying *present and voting* the delegation renounces to the right of abstention during procedural voting.
3. It is necessary that ¾ of the committee is present in order to start a session.
4. Roll call is mandatory at the start of all sessions.
5. The Board of Dais must verify the capacity of each delegation to vote within the session.

Article 19: Open/Resume Session

1. At the request of any of the delegates present during the session, session may be opened/resumed. A motion to open the session does not require seconds by other delegations, but it must have a majority approval to pass.
    a. Opening the session must only be presented at the beginning of the conference.
    b. Resuming the session must be presented after coffee breaks, lunch or at the beginning of the day

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Article 20: Establishment of the Agenda

1. This motion may be presented by a delegate who wishes to commence the debate with one of the two topics presented by the Board of Dais
    i.e.: *Motion to establish the order of the agenda and open Topic A: name of the topic.*
    1. Another delegate present during the session must second this motion and must count with a simple majority to pass.
    2. The election process for the topic goes as follows:
        i. If a delegate has proposed opening the session with one specific topic and there are no votes against this motion, then the proposed topic goes directly to discussion.
            1. If, in any case, there are votes against the motion, the topic will be decided through the following:
                a. 4 delegates must pass to the front of the room and give a minute long speech with the following specifications.
                    i. 2 delegates in favor of opening debate with the proposed topic (delegate who proposed the topic followed by the one who seconded it)
                    ii. 2 delegates against opening the debate with the proposed topic (chosen by the Board of Dais)
    3. When the speeches are over, a second voting will be carried out (without abstentions) presented by the Board of Dais in favor of either topic A or topic B.

Article 21: Speakers List

1. The speakers list will be proposed by a delegate through a *motion to open speakers list* (the list must remain open through the entirety of the conference), and another delegate must second the motion.
2. During the motion, the delegate must also specify the time allocated to each speech (between 1 minute and 1 minute and 30 seconds)
3. Voting will be subject to simple majority approval.
4. Once accepted, the President will ask for all the delegates who wish to be added to the initial speakers list to lift their placards to establish an order.
    a. If a delegate wishes to be added to the speakers list later on, they must send a message to the Board of Dais via a diplomatic note.
5. The delegate who proposed the motion must retain the right to choose whether they are first to speak, and the delegate who seconded it retains the right to choose if they are second to speak. The speaking order for the rest of the delegates is up to the discretion of the Board of Dais
6. At least 20% of the committee must deliver an opening speech before a motion for moderated/unmoderated caucus can be presented.
7. When the delegation on the podium has finished its speech and there is time left on the stopwatch, it may use one of the three following rights:
    a. Yield time to another delegate: the remaining time is yielded to another delegate for their speech. The receiving delegate cannot yield this time to anyone else other than the Board of Dais
    b. Yield time to questions time will be allocated to questions from the present delegations towards the speaker.
        i. Follow up questions are left to the discretion of the President.
        ii. Just the established speaker may answer questions regarding the speech.
    c. Time yielded to the chair: the chair will call on the next speaker.
8. After every speech, the speaker must wait at the front of the room until the Board of Dais calls on the next speaker or until the President opens the floor for any points or motions.
9. If there are no points or motions on the floor, then the President will automatically move on to the next delegation on the speakers list.

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Article 22: Extraordinary Session of Questions

1. After every speech delivered throughout the course of the conference, the present delegations in the committee retain the right to make questions towards the delegate who delivered the speech. In order to establish this motion, the approval process is different from the one stated prior. The steps are as follows:
    a. The delegate must propose a *motion to establish an extraordinary session of questions*. Upon this motion, the
    b. The Board of Dais must ask the delegation who has the floor, if they accept the motion and the session of questions.
        i. The delegation retains the right to reject the motion.
    c. The Board of Dais must ask the delegate to clarify how many questions and follow up questions they wish to ask.
        i. There must be no more than 2 questions.
        ii. The Board of Dais must also ask the delegate wishes to make follow up questions. No more than 2 follow up questions will be accepted
        iii. At any time the speaker may refuse to respond to a certain question or follow up.

2. It is crucial for the Board of Dais to maintain an objective judgment of time to establish a number of questions and duration of the formulation, as well as the response.

Article 23: Moderated Caucuses

1. The *motion to open a moderated caucus* serves the purpose of focusing the debate on a specific subtopic.
2. When a moderated caucus is proposed, one delegate needs to second the motion, and the motion needs to pass by a simple majority.
3. When a delegate proposes the motion for a moderated caucus, they must also establish:
    a. Time duration for the whole caucus.
    b. Individual speaking time.
    c. The subtopic to be addressed throughout the caucus.
4. During the moderated caucus, each delegate must lift their placard to be added to the selected list of speakers.
    a. If the moderators notice that a delegate is not actively participating, said member must be summoned during a break to invite him to participate.
        i. A delegate cannot be called unless they are part of the caucus' speakers.
    b. The recommended time for a moderated caucus is 10:00 to 15:00 minutes plus a recommended extension of the caucus than previously established for the motion.
        i. The moderated caucus may be extended if the committee considers that the time invested in the subtopic has not been enough to bring about a resolution.
        ii. The delegates can present a *motion to extend the moderated caucus*.
        iii. The extension of the moderated caucus must not exceed 50% of the original time.
        iv. After the extended moderated caucus has expired, the speakers list must continue with the order established by 5 more delegations (3 in the Security Council) to reopen a moderated caucus.
        v. Moderated caucuses can only be extended once.

Article 24: Tour de Table/Round Robbin

1. This motion allows each delegate represented on the committee to be heard on a particular aspect of an issue.
2. It must be presented by a delegate when the floor is open, where the topic of participation must be stipulated and the time per speaker without exceeding 1 minute.
    a. A simple majority must be established to accept the motion with one delegate that seconds the motion.
3. Each delegation will be called in alphabetical order to express their position on the proposed topic.

Article 25: Consultation of the Whole

1. This motion allows the committee to participate in the discussion without any particular order.
    a. This motion requires a simple majority to be approved.
    b. The proposal of this motion only has to specify a duration total, since there will be no maximum time per established speaker.
    c. The first speaker will always be the delegate that proposes the motion.
        i. There is no minimum or maximum of minutes for a delegate to make a speech. However, it is up to the discretion of the Board of Dais whether the speech is interrupted due to its longevity.
        ii. This with the intention of promoting a more generalized participation.
2. The delegate that presents the motion will retain the right to decide how the plenary consultation is carried out and moderated.

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a. There are three ways to carry out a plenary consultation.

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i. Directed by the Board of Dais: After a speaker finishes their speech, the Board of Dais will select within the delegates who are raising their placards to select a subsequent speaker.
ii. Fixed form: After a speaker finishes their speech, the delegate who presented the motion will recognize another delegate who has their placard raised to have the floor.
iii. Successive order: Once a speaker has finished their speech, he or she will recognize the next speaker. This will continue until the motion time has elapsed.

Article 26: Unmoderated Caucus

1. It is a space for dialogue between delegates, not moderated by the Board of Dais, to define positions, alliances, and work on the Resolution Working Document
    a. An unmoderated caucus must always follow decorum and respect the rules established in the protocol guide.
    b. Delegates must always communicate amongst themselves in the official language of the committee.
2. A seconding delegation and a simple majority will be needed, through a vote.
3. When a delegate proposes the motion, they must also propose a time allocated for the duration of the caucus.
    a. The recommended time for the caucus/simple debate is a total of 20:00/25:00 minutes plus a recommended extension
    b. The extension must not exceed 50% of the original time.
    c. After the extended caucus/simple debate time has elapsed, the speakers list must continue with the order established by 5 more delegations (3 in the Security Council) to open again.
    d. It can only be extended once.

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Article 27: Working Papers

1. For the Working Paper to become a Draft Resolution, the delegates must send it by email to the Board of Dais so that they can review whether said document meets the format and content requirements to be considered a Draft Resolution.
    a. By this moment, the working papers must include the sponsors and signatories of the resolution.
2. The Board of Dais will send them the document with corrections and will urge an unmoderated caucus to abide by such comments and correct the necessary ones.
    a. In the case that there is more than one Working Paper, an unmoderated caucus can only be opened once both papers have been reviewed by the Board of Dais
3. After having made the modifications considered pertinent, the delegates can request a Motion to present a Draft Resolution.
    a. Upon accepting said motion by simple majority vote, the Board of Dais will assign a number to the Draft Resolution.
        i. The numbers assigned will be escalated depending on the number of Draft Resolutions received.
4. Once the number is assigned, the Sponsors (maximum 3) will be given the opportunity to explain the Draft Resolution in front of the committee, which in turn will be distributed electronically to the other committee delegates.

5. After the presentations, both the delegates and the Board of Dais will have the opportunity to ask questions regarding the Draft Resolution to clarify points or propose amendments to the resolution.
6. If other delegates wish to present their Draft Resolution, they may do so after the process described for the previous one has been completed. If the *Motion to introduce a Draft Resolution* is also approved, the same procedure will be followed. Only after this process is completed will amendments be presented to all Draft Resolutions.
    a. Although the UNMUN Secretariat urges the committees to find consensus and work on only 1 document, there may be more than one Draft Resolution.

Article 28: Presentation of Amendments

1. Regardless of the flow of the debate, the President will approve a motion to open an unmoderated caucus, with the objective of adding and answering all the questions from the previous draft.
    a. Once this is achieved, the floor will be opened for a motion to present the amendments that were drafted during the unmoderated caucus.
        i. For the amendment to be accepted it needs a minimum of two signatories and two sponsors
        ii. Both sponsors of the amendment will have the opportunity to explain which part of the working papers they wish to amend.
        iii. The amendments will be numbered chronologically, based on the order in which they were presented to the Board of Dais
2. An amendment may be deemed:
    a. Friendly: Amendments that have the support of all sponsors of the draft resolution and will be incorporated into the resolution without a vote.
    b. Unfriendly: Amendments that are not accepted by the sponsors and that will be debated by the committee and voted on.
        i. The sponsors of a non-friendly amendment will be given a total of one minute to explain their position in favor of the amendment.
            1. The non-friendly amendment will be put to a vote before the committee, requiring approval by a qualifying majority.
3. Friendly amendments or those who have been accepted by a qualifying majority will be added by the Board of Dais to the Draft Resolution.
4. Once the process is completed, the draft resolution will move on to be called a Resolution Document
    a. Voting procedure will be carried out to either pass or reject the resolution document (see article 31)
    b. Delegates are expected to vote *in favor* or *against* the resolution based on their position towards the presented resolution.
5. Once the voting process is complete, the committee may proceed towards the second topic on the agenda.

Article 29: Divide the Question

1. Its objective is to vote separately on any clause of the Resolution Document.
2. If there are several division requests, these must be voted on in the order established by the Board of Dais.
3. If the motion is accepted, those parts of the Resolution Document that are involved must be put to a vote.

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a. If all the operative clauses of the Resolution Document have been rejected, then the document in itself is considered as rejected.

Article 30: Voting Procedure

1. Normally, voting procedure takes place via placards. However, the delegates retain the right to request a roll call vote.
2. The Board of Dais must automatically proceed to register voting based on the attendance list that was created during roll call at the beginning of the session following alphabetical order and waiting for one of the following answers:
    a. *In favor*
    b. *In favor, with rights*
    c. *Against*
    d. *Against with rights*
    e. *Pass*
    f. *Abstain*
3. The delegates that vote *with rights* must have the opportunity to explain why they allocated their vote as so during a 1-minute speech at the time of voting
4. Delegates who *pass* will be mentioned again at the end to stipulate one of the other options without being able to pass again.

Article 31: Close/Adjourn the session

1. At the request from one of the delegates to present a motion to close the session (at the end of UNMUN sessions) or adjourn (before each recess). This motion must not be seconded by another delegate but does require a simple majority vote.
2. In the case of a *Close Session motion*, it must be presented by a delegate after proceeding with the voting of the Resolution Document, if a document has been successfully approved or rejected.

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Chapter 5: Resolution Papers

Article 32: Resolutions

1. A resolution is a document that contains all the problems the committee wants to solve and the proposed solutions to that problem. The nature of these provisions may or may not be binding on Member States, depending on which body issues it and under which chapter or article of the Charter it is invoked.
    a. The Security Council can adopt decisions binding on Member States. On the other hand, the General Assembly adopts non-binding decisions except in several cases, such as resolutions that affect budgetary issues, internal affairs, or instructions to lower-ranking bodies; all these cases are binding.
2. Any delegate on the committee can write a resolution (although in rare cases an observer state can directly write a resolution). The author of a resolution is called the sponsor. Most resolutions have multiple creators because it takes a group of countries to share good ideas and reach consensus.
3. Resolutions are usually written during a simple caucus/debate. The writing of draft resolutions takes place in the later sessions of the committee when the policies of different countries are clear and different ideas and positions have already been mentioned.
    a. UNMUN will not allow any resolution created in advance. In the event that there is a resolution created before the debate sessions begin, the Board of Dias will take the measures it deems appropriate and may even expel the UNMUN delegation.
4. The ultimate purpose of formal sessions is to pass a resolution. All the speeches, debate,

negotiation, and teamwork must lead to a resolution that contains all the proposed solutions to the problem. The resolution(s) that the majority of the committee agree with will be approved during the voting process and the sponsor will be informally praised for generating consensus on good ideas.

5. The Board of Dais reserves the right to reject any final project or resolution that is not written in the correct format.

Article 33: Key Terms

1. Draft Resolution: it is a document written in resolution format and presented to the committee; however it has not yet been approved (voted on) by the member delegates of the committee. Delegates will spend most of their time writing and amending the draft resolutions. Once a committee approves a draft resolution, it becomes a resolution.
2. Sponsors: delegates who authored the draft resolution or contributed ideas actively. They support the draft resolution and want it to be approved, so they must surely vote for it. All resolutions will require a minimum number of sponsors.
3. Signatories: delegates who wish to see the draft resolution debated, but they may or may not agree with all the ideas. However, they think that there is some merit and want to see it presented. Some resolutions will require a minimum number of signatories.
4. Preambulatory clauses: statements in the first section of the draft resolution that describe the problems the committee wants to solve, as well as the previous measures taken to address the problem. The preambulatory clauses must be unnumbered and must begin with verbs in gerund and, if necessary, participle. These verbs must be written in italics
5. Operational clauses: statements in the second section of the draft resolution that describe the specific solutions that signatories/sponsors want to implement. The operative clauses must be structured in different paragraphs, that is, one paragraph for each operative clause. These paragraphs should recommend, establish, define, encourage, request certain actions, or establish favorable opinions or unfavorable with respect to an existing situation. The operative clauses must be numbered and must begin with verbs of the present in the indicative mood and in italics. Also, operational clauses can be presented numbered, with the verbs italicized and/or in bold.

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Article 34: Preambulatory Clauses

Acknowledging
Acting
Affirming
Alarmed by
Alarmed
Anxious
Appreciating
Approving
Aware of
Bearing in mind
Believing
Cognizant
Concerned
Confident
Conscious
Considering
Contemplating
Convinced
Declaring
Deeply concerned
Deeply conscious
Deeply convinced
Deeply disturbed
Deeply regretting
Deploring
Desiring
Determined
Emphasising
Encouraged
Expecting
Expressing appreciation
Noting with approval
Expressing concern
Expressing its appreciation
Expressing its satisfaction
Expressing satisfaction
Firmly convinced
Fulfilling
Fully alarmed
Fully aware
Fully believing
Further deploring
Further recalling
Guided by
Having adopted
Having considered
Having devoted attention
Having examined
Having received
Having adopted
Having approved
Having decided
Keeping in mind
Mindful
Noting
Noting further
Noting with deep concern
Noting with regret
Noting with satisfaction
Observing
Reaffirming
Realising
Recalling
Recognising
Recognising with satisfaction
Referring
Regretting
Reiterating
Reiterating its call for
Reminding
Seeking
Seized
Stressing
Taking into account
Taking into consideration
Taking note
Taking note further
Underlining
Viewing with appreciation
Viewing with apprehension
Welcoming

Article 35: Operative Clauses

Accepts
Acknowledges
Adopts
Advises
Affirms
Also calls for
Also recommends
Also strongly condemns
Also urges
Appeals
Appreciates
Approves
Authorises
Calls
Calls for
Calls upon
Commends
Concurs
Condemns
Confirms
Congratulates
Considers
Decides
Declares
Declares accordingly
Demands
Deplores
Designates
Directs
Draws the attention
Emphasises
Encourages
Endorses
Expresses its appreciation
Expresses its hope
Expresses its regret
Further invites
Further proclaims
Further recommends
Further reminds
Further requests
Further resolves
Has resolved
Instructs
Introduces
Invites
Notes
Notes with satisfaction
Proclaims
Reaffirms
Recalls
Recognises
Recommends
Regrets
Reiterates
Reminds
Renews its appeal
Repeats
Requests
Requires
Solemnly affirms
Stresses
Strongly advises
Strongly condemns
Strongly encourages
Suggests
Supports
Takes note of
Transmits
Trusts
Underlines
Underscores
Urges
Welcomes

Chapter 6: Position Papers

Article 36: Format

1. Format:
    a. Font: Times New Roman
    b. Size: 12
    c. Paragraph structure: must be indented at the beginning of every paragraph.
    d. Line Spacing: 1 (simple, without spaces before or after).
    e. Document margins: 2.54 cm or 1 inch on each side.
    f. Citation style: It will be based on the APA Sixth Edition citation system.
    g. Length for each topic: Minimum 500 words and maximum 800 words, to facilitate its reading or distribution.

Article 37: Content

1. The Position Paper will be divided into 3 main parts:
2. Header: The header of the document must include the name of the Delegates, the name of the country they represent, the topic they will present, their email and the faculty to which they belong.
3. Development of the topic: It must be written in an essay format divided into 3 paragraphs.
    a. First paragraph: It will consist of a brief presentation of the background of the problems and the progress that has been made to date. It is recommended to briefly describe recent events related to the problem at hand and incorporate data and statistical information that support it, highlighting the position that the country has adopted regarding the most relevant cases.
    b. Second paragraph: Its objective is to show the relationship that the topic has with its country and the reason why the topic is of national interest, as well as the contributions that the time your country has made to try to solve the problem in question.
        To construct this paragraph, you can cite one or more of the following elements:
        i. Articles or paragraphs of the Charter of the United Nations
        ii. Agreements or Treaties that have been ratified by the Member State represented or resolutions that have been adopted (approved) thanks to the support of his country;
        iii. Statements made by the Head of State and/or Government (President, King/Queen, Prime Minister, etc.), Minister of Foreign Affairs or any other ministry or government office, Permanent Representatives or Delegates to the United Nations or any other international organization, about the topic in question, as well as: any other international document that you consider pertinent to mention.
    c. Third paragraph: It focuses on showing the conclusions and possible solutions that your nation proposes regarding the topic in question. You can consult reports of the General Secretariat of the United Nations on the subject, recommendations of actions that were already proposed in the committee and that your Delegation takes up with a renewed vision to facilitate its implementation or execution
    d. References: The sources of information consulted in the drafting of the Position Paper must be included. In the case of textual citations or statistical information, the APA citation system must be used and the source must be incorporated into the text.

Article 38: Use of Artificial Intelligence

1. The use of generative Artificial Intelligence (AI) is strictly prohibited. We invite you to only use these tools as a support for the structuring of the document.
    a. The use of AI for grammar corrections can indicate high percentages in academic

scanners. We urge caution in this AI application considering the risk of resulting in robotic text/language.

b. The detection of high percentages of AI in the position paper could serve as justification for the Board to evaluate the document with a value of zero (0) in the evaluation rubric.

2. The AI use restriction also applies to other documentation produced in the MUN (i.e. resolutions, etc.).

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