

Training Workshop – Rules and Procedures in MUN

Recipients: New Members of the GERMUN Club

Total Duration: 2 to 2.5 hours

Objective: To understand and apply the basic rules of debate in Model United Nations (MUN).

1. Introduction to MUN

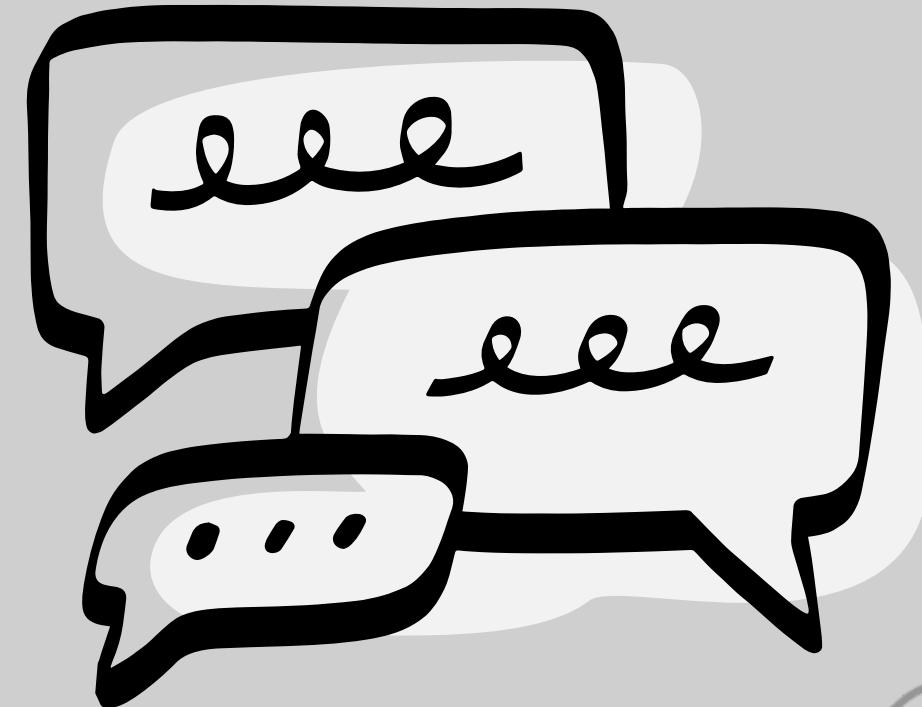


- A Model United Nations (MUN) is a simulation of the functioning of the United Nations where students represent countries, debate international issues, and draft resolutions.
- **Main Roles :**
 1. Delegate: Represents a specific country and advocates for its interests during debates.
 2. Chair/President: Moderates the discussions, controls the use of speaking time, and ensures adherence to the rules of procedure.
 3. Secretariat/Vice-Secretariat: Supports the logistics and organization of the event, ensuring everything runs smoothly.
 4. Logistics Team: Handles the logistical aspects of the MUN, such as venue setup and materials.
 5. Press: Takes photos, updates the blog, writes short articles about the debate days, and manages social media.
 6. Communication and Press Managers: Oversee emails, invitations, and registrations, both within the school and with other schools.
 7. Marketing and Sponsorship Managers: Ensure a positive image for the MUN and seek potential collaborations and sponsorships.



2. Basic Vocabulary of MUN

- **Delegation:** Representation of a country in the MUN.
- **Chair:** Moderator of the debates.
- **Agenda:** The topic of debate.
- **Right to Speak:** The privilege granted to delegates to express their views during the debate.
- **Motion or Procedural Proposal:** A formal suggestion made by a delegate to change the course of debate.
- **Points:** Special requests made during the debate.
- **Moderated Caucus:** A structured debate with short speaking times.
- **Unmoderated Caucus:** A free-form debate where delegates can move around and negotiate.
- **Resolution:** The final document containing proposals for addressing the debated issue.
- **Draft Resolution:** An initial version of a resolution that is still open for discussion and amendments.
- **Amendment:** A modification made to a resolution before it is adopted.



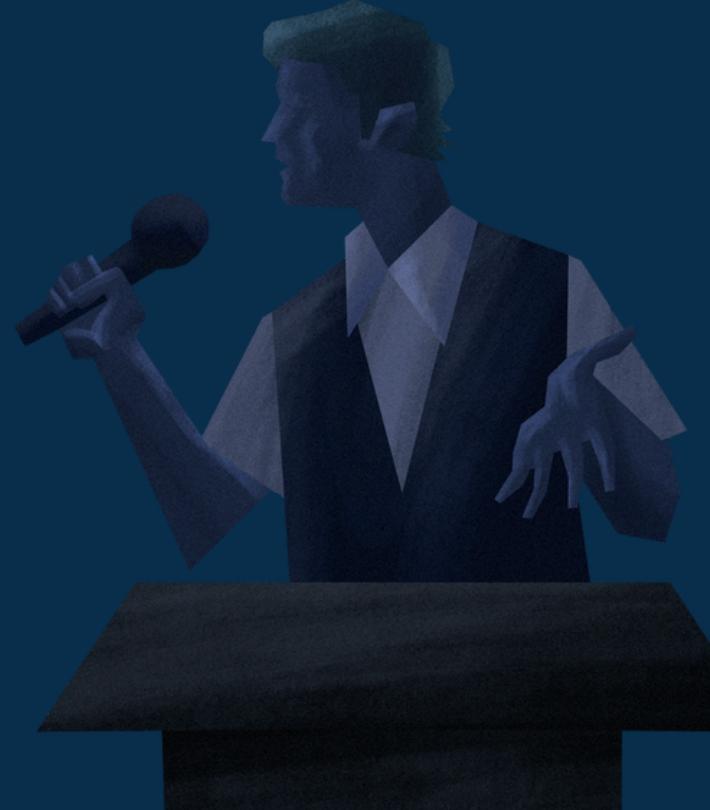
3. Main Motions in MUN

- **Motion to Open the Session:** Used to formally begin the debate session.
- **Motion to Establish the Agenda:** Used to define the order in which topics will be debated.
- **Motion to Suspend the Session:** Used to temporarily halt the session (pause or recess).
- **Motion to Open the Speakers' List:** Allows delegates to read their prepared speeches.
- **Motion to Close the Speakers' List:** Closes the list of speakers so that no additional delegates can be added.
- **Motion to Open a Moderated Debate:** Used for structured discussion with pre-established speaking turns.



3. Main Motions in MUN

- **Motion to Open an Unmoderated Debate:** Used to allow free discussion without pre-established speaking turns.
- **Motion to Extend the Caucus:** Used to add up to half of the initial duration of the session.
- **Motion to Close the Debate:** Used to end the discussion on a topic or draft resolution and proceed to a vote.
- **Motion to Vote on a Resolution or Amendment:** Used to initiate the voting process for a resolution or amendment within the committee.



4. Main Points in MUN

- **Point of Order:** Used to signal an error in the procedure.
- **Point of Personal Privilege:** Used when a delegate has a problem affecting their participation (e.g., difficulty hearing, needing to use the restroom).
- **Point of Information:** Used when a delegate wishes to ask the Chair a question about the rules of procedure or the flow of the debate.
- **Point of Information to the Speaker:** Used when a delegate wants to pose a direct question to another delegate regarding their speech or intervention.
- **Point of Parliamentary Doubt:** Used when a delegate has uncertainties about the rules of procedure and their application in the debate.
- **Right of Reply:** Used when a delegate wishes to respond to offensive statements or remarks that affect their country's position.



5. Basic Rules of Participation in MUN

- **Speak in the Third Person:** Always refer to your delegation in the third person (e.g., "The delegation of France believes..."). Avoid using "I think."
- **Respect Speaking Times:** Adhere to the allocated speaking times, which are typically 1 to 2 minutes.
- **Raise the Nameplate:** Raise your country's nameplate to request the floor and indicate your desire to speak.
- **Address the Chair:** Always direct your comments and questions to the Chair, never to another delegate directly.
- **Maintain Diplomatic and Respectful Language:** Use formal and respectful language at all times to foster a constructive debate environment.



6. Practical Examples – Mini Simulation

- **Exercise 1: Opening the Debate**

Chair: "Is there a motion on the table?"

Delegate of Spain: "The delegation of Spain moves to open the debate."

Chair: "The motion is now put to a vote."

Voting Process: Delegates raise their placards to vote for or against.

- **Exercise 2: Moderated Caucus**

Delegate of Morocco: "The delegation of Morocco proposes a moderated caucus for 8 minutes, with a speaking time of 1 minute each."

Chair: "Is there a second?"

(Other delegates express their support for the motion.)

Chair: "The motion is now put to a vote."

Speeches: Delegates take the floor for 1 minute each.

- **Exercise 3: Unmoderated Caucus**

Delegate of France: "The delegation of France proposes an unmoderated caucus for 15 minutes."

Action: Delegates rise, form groups, discuss, and draft a resolution.

7. Closure and Recommendations

- **Preparation Before the Conference**

Research on the Assigned Country

Study Political, Economic, and Social Positions: Understand your country's stance on the topics being debated, including its policies and interests.

Familiarize with Allies and Potential Adversaries: Identify countries that share similar views and those that may oppose your positions on international issues.

- **Diplomacy Above All**

Listen: Pay close attention to the opinions and arguments of fellow delegates to foster a respectful dialogue.

Negotiate: Be prepared to make compromises to reach common solutions that satisfy multiple parties.

Respect: Maintain respectful language and behavior, even in disagreement, to encourage a constructive debate atmosphere.

- **Teamwork**

Collaborative Drafting: Work together with your delegation and other allies to draft resolutions that reflect your interests while considering the concerns of others.

Defense of Resolutions: Be ready to advocate for your resolutions by explaining their significance and addressing questions from other delegates.



8. Dress code

Ladies



Gentlemen



THANK YOU!

