



DELEGATE'S GUIDE

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STRUCTURE OF THE MODEL

1. Speaker's Presentation

- An expert on the topic gives a complete explanation of it to the delegates.
- Delegates can ask their final doubts about the topic to the speaker.
- Nevertheless, remember to prepare before MUNIO your doubts and the topic itself, since there is not much time for questions.

2. Speaker's List

- Time of the session in which delegates read their positions papers, and other delegates can ask them questions about their position.

3. First Moderated Caucus.

- There are many Moderated Caucus throughout the model. The first one is the time of the session used to debate the position papers.

4. Second Moderated Caucus.

- To discuss and find possible solutions, make alliances and debate controversy points.

5. First Unmoderated Caucus.

- To redact Working Papers.

6. Informal Voting Process.

- To choose a Working Paper.

7. Third Moderated Caucus.

- To discuss Working Papers and modify ideas to redact the Resolution Paper.

8. Second Unmoderated Caucus.

- To redact Resolution Paper.

9. Formal Voting Process.

- To approve the resolution in the committee.

10. Resolution Approval depending on the committee, delegates can go to other committees or receive other delegates for their resolution approval.

FORMAL DOCUMENTS

Format

- Font: Times New Roman 12pt
- Alignment: justified
- Spacing: 1.15
- Watermark: Logo of MUNIO
- Sources (APA 7)

Keep a formal language, avoid the use of forbidden words and contractions (it's, isn't, don't, etc.)

Position Paper

The Position Paper is the document that explains the position of the delegation in the debate. The extension of a position paper must be around 1 minute and 30 seconds, time in which the delegate can address context information of the delegation in the topic, current situation, and solutions to the topic. The position paper will be read during the speaker's list, after opening the first session and before any debate.

Structure

- Information about the document
 - Committee's full name
 - Topic of the Position Paper
 - Full name of the represented delegation
 - Full name of the delegate
 - Official flag (if it is a country), committee's official logo
- Formal greetings in a brief paragraph
- Brief context of the topic and of the delegation's involvement

- Current situation and outlook of the delegation
- Listed proposals to address the issue in discussion
- Conclusion, optional representative quote/motto of the delegation.

Notes

- **Copies:** Delegates must bring two impressions of their Position Paper(s), since they will need it physically to read and the Chair will request a color copy of the document before it is read.
- **Recommendations:** Stick to the key points of the topic, keep a formal language, be specific and concise, avoid making it repetitive or unclear, and always know your topic well.

Example

The following document is an example of a Position Paper used during the 14th edition of MUNIO.

Committee: The General Assembly (GA)

Topic B: The Abolishment of Death Penalty

Country: United Mexican States

Delegate: Vania Anaid Germán Eumaña



Greetings honorable members of the chair and delegates, the United Mexican States is grateful for being part of this debate in order to find solutions that will benefit all delegations present. On behalf of Andrés Manuel López Obrador, this delegation would like to thank the United Nations for the opportunity to participate in this honorable committee.

The death penalty, also known as capital punishment, is a worldwide issue that is still active to this day in many countries. The death penalty is the ultimate cruel, inhuman and degrading punishment, because breaches human rights of life and to live free from torture or cruel, inhuman or degrading treatment or punishment. In the end, the death penalty only causes keeping the culture of violence instead of solving the problem.

The situation of capital punishment in Mexico had been since the ancient civilizations and then during the colonial times, it was used as maximum correction. In 1857, was the first time that the nation eliminated the death penalty, but this was not stable, until September 9 of 2005, when the President Vicente Fox abolished the Death Penalty and any kind of torture in Mexico during the presentation of his First Report of Execution of the National Human Rights Program.

This delegation is aware of the problem, and therefore proposes the following solutions:

- In accordance with the International Covenant on Civil and Political Rights states, demand the nations which have not abolished the death penalty, to respect the Article 6(2) and impose sentence of death only for the most serious crimes.
- A meeting with the other delegations in order to discuss the importance of the right to live and try to eradicate the death penalty, in the nations that still have it, for alternatives restrictions, conserving each nations laws.

- Promote a conference with the Amnesty International to inform about all the cases where people were executed after being convicted in unfair trials, on the basis of torture-tainted evidence and with inadequate legal representation.
- Create a campaign to show there is no evidence that the death penalty is any more effective in reducing crime than life imprisonment, according to Amnesty International.

Finally, this delegation looks forward to a fair dialogue that respects the needs of each country; thanks for the attention.

»De mil héroes la patria aquí fue«
"Of one thousand heroes, the Fatherland once was"



Working Paper

In the Working Paper the delegates will redact the proposals they agree on after debating to address the topic in all the necessary aspects. According to the delegation's positions in the debate, two or more blocks will be formed, and each will redact their own Working Paper. In this document there will be sponsors and signatories, the sponsors shall be the ones who finance the resolutions with their resources (economical, infrastructure, human resources, etc.).

Structure

- Redacted by Block (A1, A2, etc.)
- Full name of the committee
- Topic
- Sponsors (official names)
 - In alphabetical order
- Signatories (official names)
 - In alphabetical order
- Introduction to the topic
- Solutions proposed by the block
 - Listed and divided into short, medium, and long term.
- Conclusions

Notes

The Working Paper must have viable and possible solutions for its approval. All members of the block must be included in this document, either as sponsors or signatories.

Example

The following link contains an example of a Working Paper used during the 14th edition of MUNIO.

Block: A2

Committee: United Nations Entity for Gender Equality and the Empowerment of Women.



Topic: The Reality of Being a Woman in Developing Countries.

Sponsor countries: French Republic; Kingdom Of Denmark; Russian Federation; Swiss Confederation; United States of America; United Kingdom Of Great Britain And Northern Ireland.

Signatory countries: Argentine Republic; Federal Republic of Somalia; French Republic; Islamic Emirate of Afghanistan; Kingdom of Denmark; Kingdom of Saudi Arabia; Republic of India; Republic of South Africa; Russian Federation; Swiss Confederation; Syrian Arab Republic; United States of America; United Kingdom of Great Britain and Northern Ireland.

Greetings, fellow members of the Chair and delegates, on behalf of the United Nations Entity for Gender Equality and the Empowerment of Women, these delegations are pleased to be exposing the Working Paper of the committee, to find a solution to end the discrimination and violence against women;

In most parts of the world, women still do not have the same opportunities to be heard as men, especially in the case of women living in developing countries. Women continue to be the most discriminated against and vulnerable group in society, due to all the stereotypes and misogynistic views about them and their capabilities.

The most severe problems in developing countries are social, economic, political, and health problems that affect their psychological and physical health. The vision of gender equality includes enabling girls to live free from violence and empowering them to have access to learning.

In this debate, the delegations discussed gender equality, gender violence, physical and mental health, domestic violence, forced sexual intercourse, child abuse, and forced marriage.

Short-term solutions:

1. Therapy for women who suffered from gender-based violence;
 - a. Fund medical centers for women, with the economic resources from the sponsor countries;
 - b. Knowing that the symptoms in men and women are different, therefore ensuring that doctors know the symptoms of both for better care;

2. Invite different experts about the topic to promote information about the most affected areas by this problem;
 - a. With the purpose of all the population recognizing women rights;
3. To pressure the government with social movements created by the society of each country organized by the United Nations.
 - a. Movements like peaceful protests relevant to each country, social events, professionally led conferences, etc.

Mid-term solutions

1. Economic and financial policies, that can help change gender inequality by improving opportunities for women, offering scholarships at foreign universities, that ensure a better future for them calls upon relevant and affected nations in order to fight the lack of proper education in developing countries;
 - a. Directed to the least developed countries, the population with a lack of resources and opportunities;
 - b. Support efforts to make international plans and budgets fully support commitments related to gender equality;
 - c. Economic resources are taken from the GDP of sponsored countries, a percentage considered prudent of each country;
2. Remark the importance of gender equality in developing countries so that men and boys can learn about the importance and impact of being a woman in society;

Long-term solutions

1. To promote the transformation of respect for cultural diversity and rights that favors inclusion and equal access to the right;
2. to implement security towards with the purpose of avoiding forced sexual intercourse;
 - a. Security as police in certain public places, jobs, and dangerous streets.
3. In countries with fewer resources or without access to networks, people trained to give courses, talks, and support to all those women who are hurt or suffer abuse so that they know what to do and where to go;

This committee is deeply aware of the current controversy that women face in their daily lives. However, working along with the United Nations Entity for Gender Equality and the Empowerment of Women, we as an international committee, will fight to achieve the successful implementation of the proposed solutions in order to help and provide a dignified life to every woman, adolescent or girl to seek a world free of violence and well-being, taking action and following the rights of every woman to be respected, and carrying out a gender perspective that is beneficial to their lives.

“Freedom cannot be achieved unless women have been emancipated from all forms of oppression”

Nelson Mandela.

Resolution Paper

After the approval of the Working Paper, the delegates will redact the Resolution Paper, which will be a transcription of the previous document to a more official format, and adding certain elements that compose the document.

Structure

- Block (A1, A2, etc.)
- Full name of the committee
- Topic
- Sponsors (official names)
 - In alphabetical order
- Signatories (official names)
 - In alphabetical order
- Introduction to the topic
- Preambulatory paragraphs (bulleted)
 - Using the preambulatory phrases at the beginning of each one (in italics and bold), explaining different aspects of the issue.
 - Paragraphs end in a semicolon (;), except for the last one which ends with a point.
- Operative paragraphs (enumerated)
 - Using the operative clauses at the beginning of each one (in italics and bold), explaining the proposed solutions.
 - Divided into short, medium, and long term.

- Paragraphs end in a semicolon (;), except for the last one which ends with a point.
- Conclusions

Notes

The Resolution Paper must have viable and possible solutions for its approval. All solutions must be well specified and avoid being repetitive.

Example

The following document is an example of a Resolution Paper used during the 14th edition of MUNIO.

Block: A2

Committee: The General Assembly.

Topic: Protracted conflicts in the GUAM area (Georgia, Ukraine, Republic of Azerbaijan, and Republic of Moldova) and their implications for international peace, security, and development.

Sponsor countries: People's Republic of China, French Republic, Islamic Republic of Iran, Russian Federation, United States of America.

Signatory countries: Republic of Armenia, Republic of Azerbaijan, Republic of Belarus, People's Republic of China, Republic of Cuba, French Republic, Georgia, Islamic Republic of Iran, Russian Federation, Republic of South Africa, and Republic of Turkey, United States of America, Bolivarian Republic of Venezuela.



Good afternoon fellow delegates and honorable members of the Chair. On behalf of the General Assembly, it is an honor for these delegations to read the resolution paper to find the most viable solutions to the problems discussed by the committee.

Protracted or frozen conflicts not only obstruct relations between States, peoples, ethnic and religious groups, and individuals, but they also inhibit integral human development, and are at a continual risk of reigniting widespread violence. When persistent disputes remain in a state of negative peace, it is all too easy for the international community to move on to seemingly more pressing issues. This is done, however, at great peril – to the people on the ground, to the parties to the conflicts and to the international community's work to put an end to the scourge of armed conflicts.

GUAM is an organization for democracy and economic development of four countries: Georgia, Ukraine, Azerbaijan and the Republic of Moldova. And precisely the GUAM

member-countries continue to be the most affected in Europe by conflicts, violating their sovereignty and territorial integrity, constraining their freedom and democracy, hampering their development and the livelihoods of their people.

The armed conflicts in the GUAM area in recent years have meant a great danger to the peace of the international community, affecting and threatening thousands of lives. The dispute of territories has been a problematic that has been dragging on since the dissolution of the Soviet Union in 1991 and the fragmentation into 15 different countries. These are conflicts influenced by the identity and ethnicity of the population in frontier regions.

Since the dissolution of the USSR, the habitants of the region of Nagorno-Karabakh, consisting on a 95% of ethnically Armenian population, demanded the transfer of the area from Soviet Azerbaijan to Armenia, leading to multiple tension escalations, resulting into armed conflicts and broken agreements and cease-fires; the most recent one taking place in August 2022.

The conflict between the Russian Federation and Ukraine has meant in recent years a strike to international peace, involving many European countries and the United States of America. In 2014 after a coup in Kiev, the Crimean Peninsula voted in favor of reunification with The Russian Federation. Since then the Ukrainian government has claimed this region as part of Ukraine, and on the other hand the Russian Federation has supported this region and tried to annex these territories as well as the Donbas region. The European Union has been affected by the energy prices rising day by day, being consequences from the imposed sanctions.

The United Nations General Assembly,

Having studied the situation and alarmed by all the consequences that these problems have brought to the international community.

Recalling the importance of the topic, and the threat that it represents for delegations around the world together with the instability and suffering it brings towards people affected from conflict in the GUAM region.

Seeking to get to the best solution and the common good in order to ensure safety in civilization.

Aware of the various conflicts influenced by the identity and ethnicity of the population in frontier regions of the former republics that conformed the USSR.

Recognizing both delegations of Armenia and Azerbaijan have declared their intentions to find peace and to give autonomy to Nagorno-Karabakh.

Fully alarmed by the current situation, this block has aimed the following solutions looking forward to the benefit of all nations. Believing that all nations should prioritize the resolution of this conflict.

Guided by the different proposals that have been made towards the eradication of this problem and after having discussed them in order to find the best solutions. We as an international block have chosen the most viable solutions for the benefit of the nations.

Deeply conscious that for decades Russia has persisted in its attempts to undermine sovereignty and territorial integrity of Georgia, Ukraine and other GUAM member-states, increasing the regional insecurity and human sufferings. Aggressor must and will be stopped to bring the peace, security and prosperity back to the region.

The General Assembly of the United Nations approved a resolution that disapproves the aggression of the Russian's troops towards Ukraine. The Human Rights Council adopted a resolution which ordered the rapid and definite withdrawal of the Russian's troops from Ukrainian territory.

Taking into account the data and the facts previously stated, the delegations of the General Assembly propose the following solutions for the topic:

Short Term Solutions:

1. Emphasizes Russia's pledge to spend more than \$8 billion on family-support programs to encourage childbirth.
 - a. As stated in President Vladimir Putin's 2018 election campaign.
 - b. Under the new immigration policy, the procedures for obtaining work permits and accessing Russian citizenship are simplified.
 - c. This plan seeks to attract mainly the Russian-speaking population from neighboring countries, including Ukraine, Kazakhstan, Uzbekistan, Moldova, and other former Soviet republics. But it is also addressed to foreigners who want to "integrate into Russian society."
2. Call upon a new referendum and meeting to be carried out in order to request the international recognition of the Nagorno-Karabakh region.
 - a. Taking as a role the referendum already occurred in the region of South Ossetia in order to give certainty to people that Nagorno-Karabakh's recognition can be made.
 - b. After the referendum is made, and if the results are as positive as expected taking into account most of the countries will come into a peaceful resolution, all nations must recognize this region as independent.
 - c. The referendum will be mediated neutrally, this committee proposes United Nation Secretary General: Antonio Guterres

3. *Stresses* the urgent need for a return of refugees and displaced people to their homes if secure.
 - a. Taking into account Article 73 of the Charter of The United Nations (which establishes the recognition of the interests of the population in those territories as an important priority) ensure the voluntary return of the groups previously mentioned.

Having evaluated all the contributing factors to this problematic, the international community takes action through the General Assembly of the United Nations and proposes the previously explained solutions, with the objective of respecting the human rights of the involved states, to follow the principles under which the United Nations was founded, and to reach a peaceful solution through international collaboration.

“Peace cannot be kept by force; it can only be achieved by understanding”

Albert Einstein

WHAT THE UNITED NATIONS CAN DO

- Use the financial resources in its budget to buy resources, equipment and pay employees to conduct programs around the world.
- Use their economic resources and personnel to investigate problems and conditions in the world in order to offer solutions.
- The UN has negotiators and conciliators that can be sent to conflict areas to try to prevent violence or attempt to restore peace after a conflict has occurred.
- Call nations or groups to discuss their conflicts and call a nation not involved as a mediator, if the nations conflicted accept.
- Convene forums or congresses to solve special problems.
- Create sub-bodies to take primary responsibility for the progress on one or more topics. Send Blue Helmets (United Nations Armed Forces) to conflict areas.
- Carry out economic sanctions when a nation does not respect international agreements, or seek to respect regulations set by the United Nations.

NOTE

Each committee is different, for example:

- The Funds may only take action regarding the use of their economic resources.

- The Councils may take more radical and concrete decisions on radical cases.
- It is important to know the committee in which you are participating and be informed about its faculties.

WHAT THE UNITED NATIONS CAN NOT DO

- Make laws.
- Prohibit or impose behaviors on individuals or nations.
- Lead to conflict with any nation or violate the sovereignty of a nation, or interfere with the right of each government to promote and reinforce its own laws.
- Force any nation to impose sanctions on another country.
- Force a nation to comply with United Nations resolutions granted.

FORBIDDEN WORDS

WHAT YOU MUST NOT SAY	
DO NOT USE	RATHER USE...
War	Military/Armed/Belic Conflict
Power	Capacity
Army	Armed Forces
Rich Country	Developed Countries
Poor Country	Developing Countries
Sex	Sexual intercourses
Terrorists	Criminal Groups
Gun	Armament/Arms/Weapon
We	We, as an international community/committee
Money	Economic/Financial Resources
Kill	Murdered/Casualties
Rape	Forced sexual intercourse
Torture	Cruel/inhuman treatment

POINTS AND MOTIONS

Points and Motions				
Point/Motion	Function	Allows interruption	Needs to be seconded	Approval
Point of personal privilege	To ask for personal requests (to take off the coat, drink water, go to the bathroom, wi-fi instability, etc.)	Only if it is related to the debate	No	Chair
Point of parliamentary inquiry	To ask information to the Chair	No	No	Chair
Point of order	To point out procedure mistakes of delegates	Yes	No	Chair
Point of information	To ask a question to the speaker through the chair	No	No	Chair
Follow up	To ask another question, deepening into the previous one	No	No	Chair
Permission to open a brief preamble	To say a statement/information for context before asking a question	No	No	Chair
Motion to end/postpone the debate	To end/postpone the debate according to the schedule	No	Yes	Majority vote
Motion to extend the time	To extend the time of a procedure	No	Yes	Majority vote
Motion to open a...	To open the session, moderated/unmoderated caucus, speaker's list, ordinary/extraordinary session of questions, etc.	No	Yes	Majority vote
Right of reply	If the delegation feels that their national or personal integrity has been offended	Yes	No	Chair

PREAMBULATORY AND OPERATIVE CLAUSES

Preambulatory Clauses (For the use in the redaction of Resolution Paper)			
Affirming	Deeply convinced	Further recalling	Noting with deep concern
Alarmed by	Deeply disturbed	Guided by	Noting with satisfaction
Approving	Deeply regretted	Having adopted	Nothing further
Aware of	Desiring Emphasizing	Having considered	Noting with approval
Bearing in mind	Expecting	Having considered further	Observing
Believing	Expressing its appreciation	Having examined	Reaffirming
Confident	Expressing its satisfaction	Having devoted attention	Realizing
Contemplating	Fulfilling	Having heard	Recalling
Declaring	Fully aware	Having studied	Referring
Deeply concerned	Fully believing	Keeping in mind	Seeking
Deeply conscious	Taking note	Welcoming	Viewing with appreciation
Taking into consideration	Further deploring	Noting with regret	Taking into account

Operative Clauses (For the use in the redaction of Resolution Papers)				
Accepts	Congratulates	Encourages	Further reminds	Reaffirms
Affirms	Considers	Endorses	Further recommends	Recommends
Approves	Declares accordingly	Expresses its appreciation	Further requests. Further resolves	Regrets. Reminds
Authorizes	Deplores	Expresses its hope	Has resolved	Requests
Calls	Designates	Further invites	Notes	Solemnly affirms
Calls upon	Draws the attention	Further proclaims	Proclaims	Supports
Condemns	Emphasizes	Trusts	Takes note of	Transmits

WARNINGS

- A warning is given for not following the protocol correctly, for disrespecting the principles of the model, or for disrespecting any of the other participants of the same.
- A delegation who receives a warning cannot obtain a “best delegate” or an “outstanding delegate” award, when a second warning is received, the delegation must leave the room for the rest of the session, and if three warnings are received, the delegation is expelled from the Model.

“THE ROOT OF GROWTH IS TO DARE THE UNKNOWN”

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