

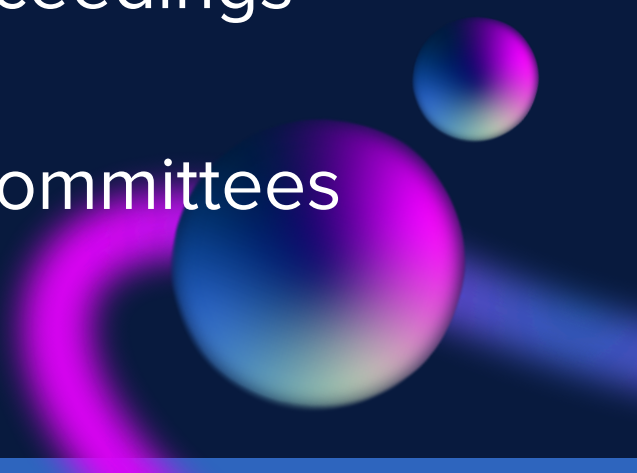
A JOURNEY INTO DIPLOMACY ACROSS INFINITE WORLDS
TECHMUN

DELEGATE HANDBOOK

TechMUN IV • Quantum Realities



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Conference Rules

- 01.** Badges must be visibly worn at all times.
- 02.** Mutual respect must be maintained at all times.
- 03.** Adherence to dress code is mandatory.
- 04.** Delegates are expected to arrive at the conference early, or on time.
- 05.** Smoking on campus is not allowed and if caught will result in an immediate clip.
- 06.** No inappropriate PDA.

DRESS CODE

Professionalism across realities



DELEGATES FEMALE

- Formal wear
- No unusual / neon colours
- No see through clothing
- Formal shoes (no sneakers/sandals)
- No sleeveless clothing
- No short dresses or skirts



DELEGATES MALE

- Formal wear
- No unusual/neon colours
- No see through clothing
- Formal shoes (no sneakers/sandals)
- No shorts
- You cannot wear turtlenecks under the suits
- Suit jackets must be worn when council is in session

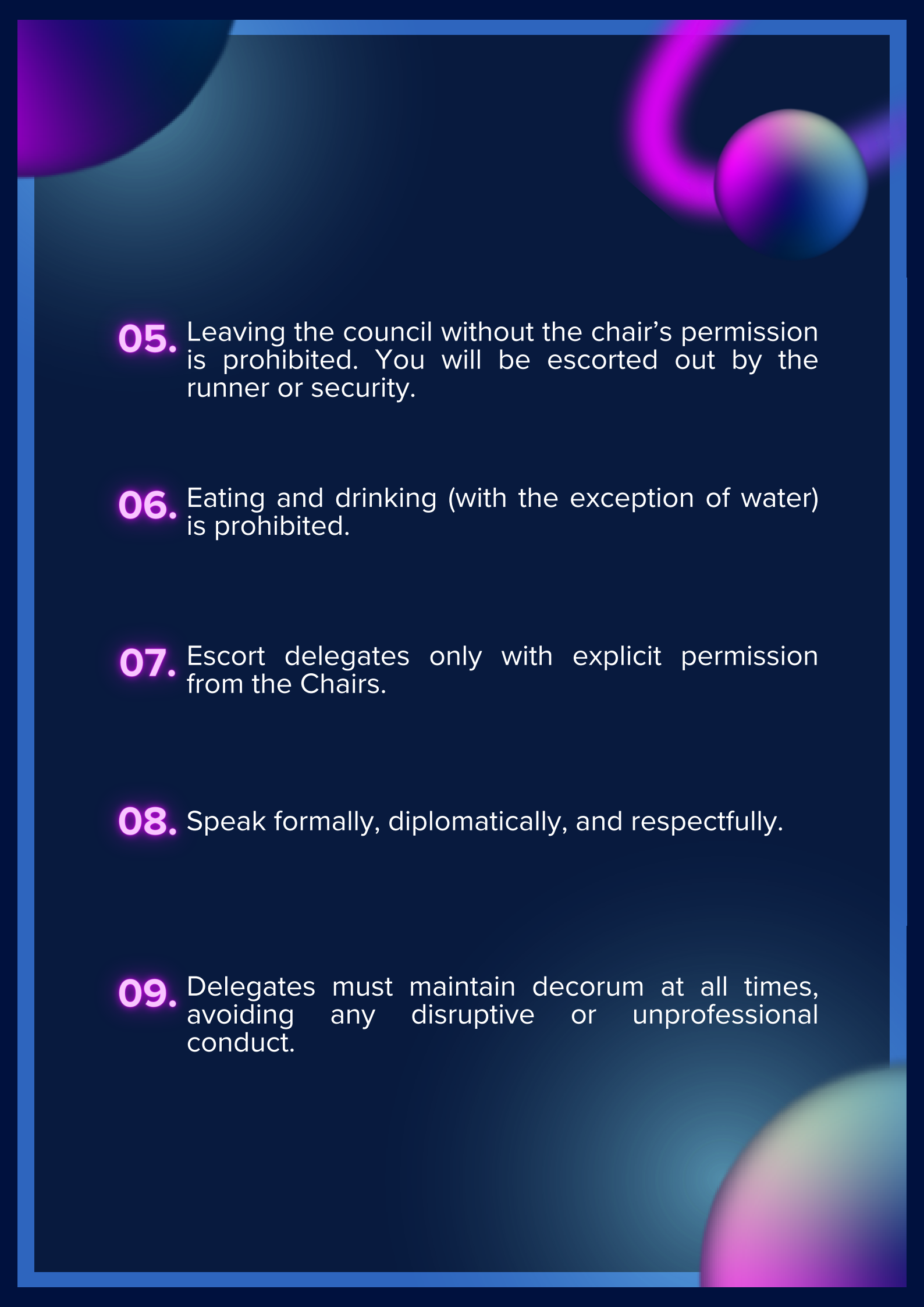


WARNING SYSTEM

- 01.** If a participant is violating the rules and regulations and/or the dress code, they will receive a verbal warning.
- 02.** Once a participant has received 3 verbal warnings they will receive an official warning.
- 03.** Once a participant has received 3 official warnings they will get a clip.
 - a.** After 1 clip participants will no longer be eligible for an award.
 - b.** If participants receive 3 clips they will have to be escorted out of the conference.

Council Rules

- 01.** Delegates need to raise their placards and use appropriate points and motions to get recognition from the chairs.
- 02.** Use of electronic devices while council is in session is prohibited, unless stated otherwise by the chairpersons.
- 03.** Direct communication is prohibited while council is in session, you are required to use diplomatic notes to communicate with other delegates.
 - a.** Diplomatic notes are read by runners to ensure the note is appropriate.
- 04.** The use of personal pronouns is prohibited whilst speaking (e.g. giving a speech or stating a point).



05. Leaving the council without the chair's permission is prohibited. You will be escorted out by the runner or security.

06. Eating and drinking (with the exception of water) is prohibited.

07. Escort delegates only with explicit permission from the Chairs.

08. Speak formally, diplomatically, and respectfully.

09. Delegates must maintain decorum at all times, avoiding any disruptive or unprofessional conduct.

In Session:

The time period in which council rules apply and if they are violated the participant will receive a warning (i.e. opening speeches and debates).



Out of Session:

The time period in which council rules do not apply, but delegates are expected to remain respectful to all parties in the council (i.e. lobbying and merging).



Points

Point of Personal Privilege

- Used to address an issue affecting delegates' personal comfort or ability to participate in the session, such as difficulty hearing the speaker.

Point of Order

- Raised to identify and correct a procedural error or to address factually inaccurate information presented during session.

Point of Information

- Used to raise a question directed to another delegate, typically for clarification or further information.

Point of Parliamentary Inquiry

- To ask the chairperson a question about the parliamentary(in-council) procedure.

Right to Reply

- Used when a delegate feels personally offended or believes their national dignity has been insulted by another delegate's remarks.

Motions

Motion to set the agenda

- Used to set the agenda for the committee by deciding the order of topics that will be discussed.

Motion to open the speakers list

- Used to set an official speakers list for the debate. The delegate who raises the motion chooses to go first or last on the speakers list and should mention the set speaking time.
 - Motion to set speaker time can be used after this to ask for a revised speaking time.

Motion to Extend Debate

- Used to raise a question directed to another delegate, typically for clarification or further information.



Motion to suspend the debate

- Used to temporarily suspend the debate for a specific amount of time. Only entertained by the chair towards the end of the committee session and requires overwhelming majority vote.

Motion to Move to Voting Procedure

- Ends the current debate and moves straight to voting for the resolution.

Motion to Moderated/Unmoderated Caucus

- Moderated Caucus: Moves to standard formal debate, in which delegates remain seated, and the chair calls on the delegates one at a time to speak for a short period of time.
- Unmoderated Caucus: Moves to an informal debate, where delegates can debate amongst themselves, and parliamentary procedures do not apply.
 - The motion must include overall caucus time and the purpose for an unmoderated caucus.

Motion to Divide the House

- In the event of a tied vote, division of house will result in voting with “for” and “against” without abstentions.

Motion to Explain Vote

- This motion calls for an explanation behind a delegate’s vote. The chairpersons will pick a delegate, or have a delegate volunteer, from each voting category (for, against, and abstaining) to explain the motives behind their choice of vote on the issue.

Resolution Paper

A resolution paper is a formal document which contains all the issues discussed and their proposed solutions.

It consists of three parts:

- The heading:

- 1.The full council name.
- 2.The topic to be resolved.
- 3.Main submitter: the delegate who will present the operative clauses and a speech. The delegate may yield to a co-submitter prior to the speech.
- 4.Co-submitters: the delegates who participated in the making of the resolution paper.

- Preambulatory clauses:

- 1.Preambulatory clauses are used to state the issues, the reason for why the topic is being addressed and why it is important.
- 2.These clauses must begin with preambulatory phrases which should be italicised.
3. The clause must be bullet pointed and feature a comma at its end.

List of preambulatory phrases:

Acknowledging	Expressing its	Noting further
Affirming	appreciation	Noting with
Alarmed by	Expressing its	appreciation
Approving	satisfaction	Noting with
Aware of	Fulfilling	approval
Believing	Fully alarmed	Noting with deep
Bearing in mind	Fully aware	concern
Confident	Fully believing	Noting with
Congratulating	Further deploring	regret
Convinced	Further recalling	Noting with
Declaring	Guided by	Satisfaction
Deeply concerned	Having adopted	Observing
Deeply conscious	Having considered	Realising
Deeply disturbed	Having devoted	Recognising
Deeply regretting	attention	Seeking
Deploring	Having examined	Taking into
Desiring	Having received	account
Emphasizing	Having studied	Taking into
Expecting	Keeping in mind	consideration

- Operative clauses:

1. Operative clauses are the main solutions to the issues stated.
2. Each operative clause should include a reasonable and beneficial idea for the majority of the nations to agree on.
3. Operative phrases are underlined, numbered, and end in semicolons.
4. Every operative clause must have a subclause:
 - a. This is an example of a subclause.
 - b. Subclauses are lettered.
 - i. Sub-sub clauses use Roman numerals.
5. Resolutions are required to end with a single full-stop, therefore the last clause/subclause will end with a full stop.

List of operative phrases:

Accepts	Draws the attention	Notes
Affirms	Emphasises	Proclaims
Approves	Encourages	Reaffirms
Authorizes	Endorses	Recommends
Calls for	Expresses its appreciation	Regrets
Calls upon	Expresses its hope	Requests
Condemns	Further invites	Solemnly affirms
Confirms	Further proclaims	Strongly condemns
Congratulates	Further recommends	Supports
Considers	Further reminds	Takes note of
Declares accordingly	Further requests	Transmits
Deplores	Further resolves	Trusts
Designates	Has resolved	Urges

SAMPLE RESOLUTION

Sample resolution:

Forum: United Nations Environmental Program
Issue: The management of Ocean Acidification

Main submitter: Germany

Co-submitters: United Kingdom, Chile, Norway, Maldives, Thailand, Spain

Alarmed by the rising rates of ocean acidification,

Expressing appreciation to the EPA for addressing pollutants that are causing ocean and coastal acidification,

Taking into account the MPRSA, also called the Ocean Dumping Act which generally prohibits transportation of material from the United States for the purpose of ocean dumping,

Bearing in mind that over the last 250 years, the oceans have absorbed 560 billion tons of CO₂, increasing the acidity of surface waters by 30%,

Fully aware that ocean acidification is caused by rising greenhouse gas emissions, improper waste disposal and industrialization.

1. *Requests* the creation of a new UN committee within the UNEP that is focused on the aim of eradicating ocean acidification,
 - a. This committee can:
 - i. Perform adequate research regarding the issue at hand
 - ii. Influence government policy
 - iii. Fund all necessary requirements in order to try and eradicate this issue
 - b. They can use current chemists of developed nations to review and inspect ocean waters;
2. *Endorses* all nations to provide stricter laws and regulations to limit the amount of waste produced by factories,
 - a. The waste covers both oil spillage and excess gases produced
 - b. If all nations take care of their own international waters with proper regulation of the substances that are entering the waters
 - i. There will be a faster rate of cleaning up the ocean
 - ii. Each country will have the responsibility to clean their territorial waters
 - c. Countries can enforce laws within the industrial sectors to try and reduce the emissions from the manufacturing field;
3. *Further reminds* the importance of advancing the usage of renewable resources and making them safer rather than fossil fuels.

There will be a decrease in global warming and result in the clearance of our waters
such an act as they will develop even
fossil fuels run out;

ring marine life sectors within the ocean
life waters,
life endangerment
marine life sectors will ease the cleanup

man consumption as well as
life;

ugh re-used e-waste used to clean up

the ocean,
waste

to detect hazardous chemicals within

currently facing with e-waste and

ing can reduce the amount of
2 absorbed by the ocean.



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Taking into account the MPRSA, also called the Ocean Dumping Act which generally prohibits transportation of material from the United States for the purpose of ocean dumping,

Bearing in mind that over the last 250 years, the oceans have absorbed 560 billion tons of CO₂, increasing the acidity of surface waters by 30%,

Fully aware that ocean acidification is caused by rising greenhouse gas emissions, improper waste disposal and industrialization.

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 - i. There will be a faster rate of cleaning up the ocean
 - ii. Each country will have the responsibility to clean their territorial waters
 - c. Countries can enforce laws within the industrial sectors to try and reduce the emissions from the manufacturing field;
3. Further reminds the importance of advancing the usage of renewable resources and making them safer rather than fossil fuels,
 - a. By the reduction of fossil fuels there will be a decrease in global warming and the emission of gasses which will result in the clearance of our waters
 - b. Countries will be encouraged in doing such an act as they will develop even more and secure a better future once fossil fuels run out;
4. Draws the attention to the importance of having marine life sectors within the ocean in which fish will be able to reproduce in safe waters,
 - c. This will reduce the chance of marine life endangerment
 - d. Referring to the first clause, setting up marine life sectors will ease the cleanup of the ocean in different time periods
 - e. This will better ensure the safety of human consumption as well as consumerism in regards to marine wildlife;
5. Calls upon the development of technology through re-used e-waste used to clean up waste in the ocean,
 - a. This technology can be used to clean up the ocean,
 - i. Clean up the ocean from plastic waste
 - ii. Clean up oil spillages
 - iii. Use further advanced technology to detect hazardous chemicals within ocean waters

- b. This will eliminate the problems that we are currently facing with e-waste and oceans acidification and pollution,
 - ii. Technology such as Carbon Engineering can reduce the amount of CO₂ in the air which leads to less CO₂ absorbed by the ocean.

Amendments

Alterations that are made to change certain clauses of a resolution that is discussed. If a delegate wishes to make an amendment, they must write it down on a diplomatic note or piece of paper and give it to the chairs through the runners.

Amendments can be sent anytime during the debate. If you sent the amendment mid-debate, the chair will announce that an amendment has been submitted after the debate has ended.

Changes that can be made through amendments:

1. Striking it: Completely removing a clause from a resolution.
2. Fixing it: Changing the wording of the clause and/or adding an entirely new clause/sub-clause.
 - a. Trying to fix a clause is always recommended before striking it.

Types of Amendments:

- Friendly amendment:

Occurs when the main submitter is in favour of the amendment. It will be implemented into the resolution without further debate.

- Unfriendly amendment:

Occurs when the main submitter is not in favour of the amendment. Debate on the amendment will be undergone through two for and against speeches.

Then a vote for the amendment will be held. If the majority votes for the amendment, it will be added to the resolution. If the majority votes against the amendment, it will not be added to the resolution.

Committee Proceedings

1. Roll Call

- a. Once all delegates are seated, the chairs will start by roll call. The chairs will call upon each delegate to raise their placard and state their presence.

2. Opening Speeches

- a. List out designated issues with a brief explanation in consideration of your country's stance over the course of one minute.
- b. State position (for, against, or abstain on the issue).
- c. When giving an opening speech the delegate is asked to rise to the podium to give the speech.
- d. At fifty seconds, the chairs will knock once, and at fifty-five seconds, they will knock twice. If delegates go over the 1-minute mark they will be asked to make their closing remarks.
- e. Personal pronouns are strictly prohibited.

3. Lobbying and Merging

- a. During lobbying and merging, delegates are required to form groups with other delegates that are in the same stance as them (for or against). This is a good opportunity to establish alliances with other countries.
- b. The delegates work on a resolution that benefits their group.

4. Amendments

- a. Amendments are made to correct/fix parts of the resolutions that were discussed. If a delegate wishes to make an amendment, they must write it down on a paper and give it to the chairs through the runners.

5. Debating

a. After lobbying and merging, delegates will have time to debate and present their resolution.

Delegates are given an opportunity to speak for and against other resolutions.

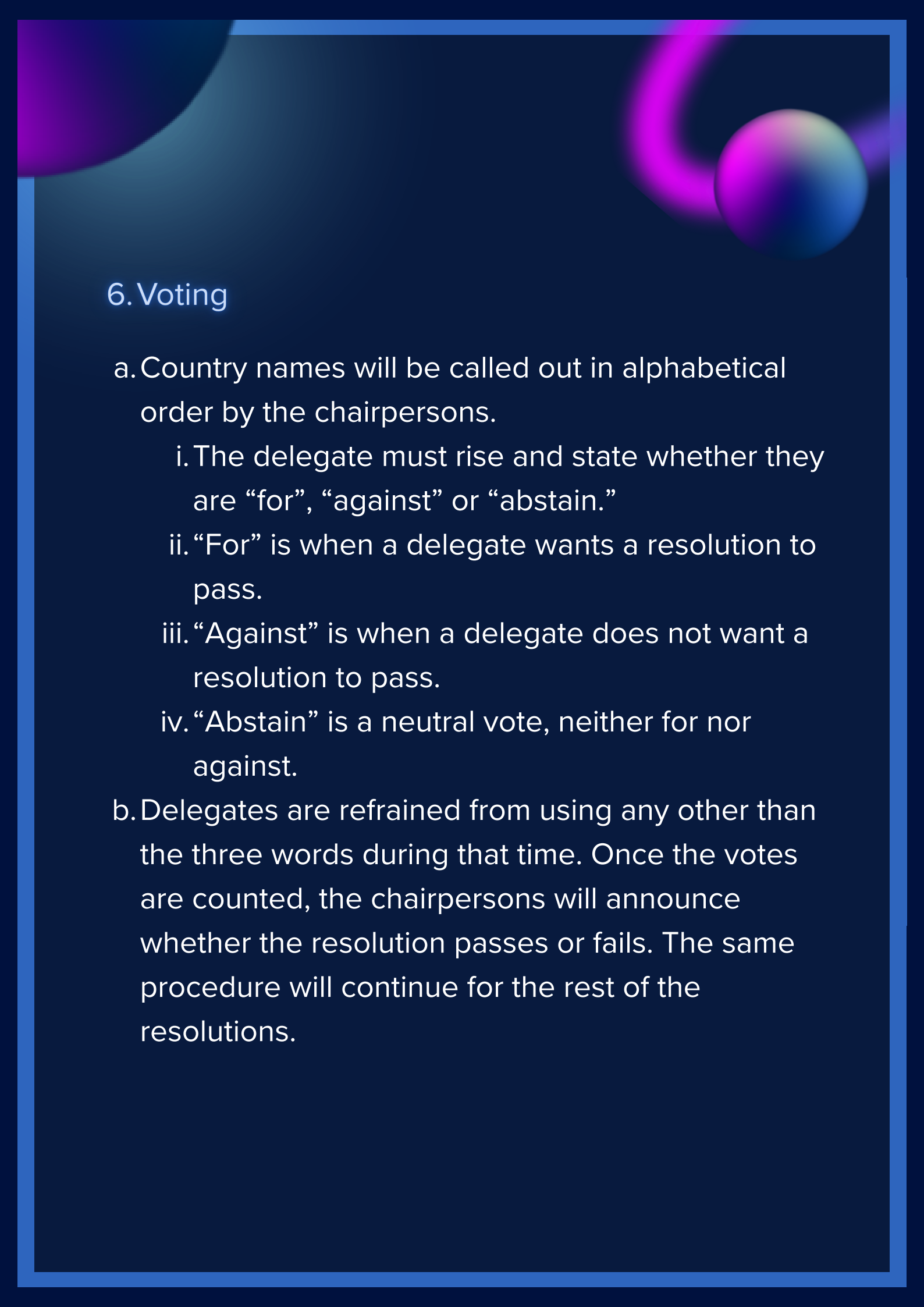
i. Presenting resolutions: The main submitter will be called upon to present their resolution.

1. They will read the group's operative clauses of the resolution, then convince the delegates to vote for their resolution through giving a for-speech.

2. The main submitter must accept points of information from the delegates.

b. "For" and "Against" Speeches: After the resolution is presented delegates will have a chance to state whether they are "for" or "against" the speech.

Chairs will ask if there are any for or against speeches on the floor, the delegates will raise their placards and can only approach the podium if they are recognized by the chairs. They have one minute to state their speech and take at least two points of information.



6. Voting

- a. Country names will be called out in alphabetical order by the chairpersons.
 - i. The delegate must rise and state whether they are “for”, “against” or “abstain.”
 - ii. “For” is when a delegate wants a resolution to pass.
 - iii. “Against” is when a delegate does not want a resolution to pass.
 - iv. “Abstain” is a neutral vote, neither for nor against.
- b. Delegates are refrained from using any other than the three words during that time. Once the votes are counted, the chairpersons will announce whether the resolution passes or fails. The same procedure will continue for the rest of the resolutions.