



Delegate Handbook

CMUNP

2024





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FRAMEWORK

In this model, we prioritize respect and strive to foster a healthy environment for productive discussions and collaboration. To ensure the success of our simulation, it is imperative that all delegates commit to upholding the following set of rules and guidelines.

1. **Maintain respectful** behavior towards your fellow delegates, as well as the authority of the conference organizers and committee chairs. Avoid the use of inappropriate or disrespectful language and refrain from disrespecting authority under any circumstance. Any significant disrespect will result in a warning.
2. **Dress Code Compliance:** All delegates are required to adhere to the dress code established for the conference. It is expected that delegates dress appropriately and professionally during all Model United Nations sessions and events. Any questions regarding the dress code will be addressed by referring to this document. If a delegate fails to comply with the dress code on more than one occasion, they will receive a warning.

3. **Up to three verbal warnings will be allowed** to remind delegates about compliance with the rules and respect for established procedures. These verbal warnings symbolize a pre-warning. If a delegate requires a fourth verbal warning, they will receive a formal warning, which may result in further disciplinary actions as determined by the conference organizers.



DRESS CODE

	Male Delegates	Female Delegates
Suit	Male delegates are required to wear suits at all times. Bright colors, including red, yellow, or green, are strictly prohibited.	Suits are optional. However, if choosing to wear a suit, delegates are advised that bright colors such as red, yellow, or green are strictly prohibited.
Top	Button-up shirts are recommended for male delegates, ensuring adherence to the prohibition of bright colors.	For all female delegates, it is required that all tops cover the belly button. Excessively low-cut shirts are strictly prohibited.
Bottom	Matching pants are recommended for a cohesive and professional appearance.	If choosing to wear a skirt, it must extend to cover the knee. If it does not meet this requirement, it is recommended to wear pantyhose.
Shoes	Formal footwear is requisite.	Formal footwear is obligatory. High heels must not exceed approximately 5cm in height. Closed-toe shoes are required.

Prohibited accessories:

- Tennis
- Sportswear
- Bow tie
- Jeans
- Leggings

PROCEDURES

Priority	Point or Motion	Description	Vote
Before the debate begins	Motion to open debate.	Opens debate	Simple majority
Before the session	Motion to open session.	Opens session after a break	Simple majority
	Point of order.	There was a mistake concerning the procedure	No Vote
	Point of parliamentary inquiry.	Allows the delegate to ask a question to the chair regarding the procedure.	No Vote
	Point of information.	Allows the delegate to pose a question to a speaker	No Vote
	Point of personal privilege	Allows delegates to ask for personal action, including removing a jacket, asking for a delegate to speak louder, repeating etc.	No Vote

Priority	Point or Motion	Description	Vote
	Right of reply	Requested when a delegate's personal or national integrity has been either affected or insulted by another delegate	No Vote
	Motion for an ordinary session of questions.	Allows the committee to ask questions to a determined speaker.	Simple majority
	Motion for an extraordinary session of questions.	Allows the committee to ask extra questions to a determined speaker.	Simple majority
	Motion for a moderated caucus.	Begins a moderated caucus for a determined amount of time and purpose.	Simple majority
	Motion for an unmoderated caucus.	Begins an unmoderated caucus for a determined amount of time and purpose.	Simple majority
	Motion to present working / resolution paper (A/B).	Allows delegates to present their working or resolution papers to the committee.	Simple majority
	Motion to begin the voting procedure.	Draft resolutions are read and voted on. A final resolution is adopted.	2/3
	Motion to suspend debate.	Suspends debate for a break.	Simple majority
	Motion to close debate.	Closes debate.	2/3

WORKING PAPER

This document outlines proposed resolutions and solutions to the topic under discussion and serves as a preliminary and informal version of the Resolution Paper. In each committee, there is a requirement for a minimum of two working papers, with the flexibility for additional papers as deemed appropriate by members and chairs.

When drafting, working papers must adhere to the following guidelines:

Format:

- Encourages the use of operative clauses
- Does not necessitate sponsors and signatories, but rather a list of participants

Submission:

- Submitted to the Director for review
- Director will either approve or request revisions

Presentation:

- Presented by three designated participants of the Working Paper team
- Team can address up to seven questions for clarification
- Working papers are not subject to voting.

RESOLUTION PAPER

This document represents the culmination and ultimate objective of the committee's deliberations. It serves as a comprehensive compilation of proposals stemming from the contrasting viewpoints of delegations on the topic under discussion. The primary aim is to achieve informed and comprehensive solutions to the issues at hand.

In each committee, only one resolution paper is permitted, subject to the following stipulations:

Requirements:

- Sponsors: A minimum of 3 to a maximum of 5 delegates
- Signatories: At least 25% of the committee membership

Format:

- Heading:
 - Resolution Paper A#
 - Committee:
 - Topic:
 - Sponsors:
 - Signatories:

Addressing the principal organ of the UN, whether it be the General Assembly, Security Council, etc.

- **Preambulatory clauses:**

- Presented in Italics
- Terminated by a comma
- Listed in bullet points

- **Operative clauses:**

- Emphasized with underlining
- May be categorized into sub-topics or sub-terms
- Sequentially numbered
- Conclude with a semicolon (;)
- The penultimate clause concludes with "; and"
- The final clause concludes with a period (.)

Submission:

- Forwarded to the chair via email
- Subject to approval or requested revisions by the Director

Presentation:

- Projected by the Director and read aloud for the committee's consideration

VOCABULARY

Prohibited words	Suggested synonyms
Rich country / Poor country	Developed / Developing
War	Belic Conflict
Death / Kill	Murder
Money	Economic resources
Poor people	Lack of resources
Weapon	Armament