

RESOLUTION AND WORKING PAPERS GUIDE

The background of the entire page is a photograph of a hand holding a fountain pen, poised to write on a document. The image is heavily filtered with a blue color and is framed by a thin orange border on the left and right sides. The text 'RESOLUTION AND WORKING PAPERS GUIDE' is overlaid in the upper left quadrant in a bold, white, sans-serif font. A thin vertical orange line is positioned to the right of the word 'GUIDE'.



Table of Contents

01 Introduction	2
02 Draft Resolutions	3
a. General Remarks and Suggestions	3
b. Remarks about Draft Resolutions emanating from the Rules of Procedure	3
c. Wording of the Resolution	4
i. Preambulatory Clauses	4
ii. Operative Clauses	5
d. Sample Resolution	7
03 Amendments	10
04 Working Papers	11



| 01

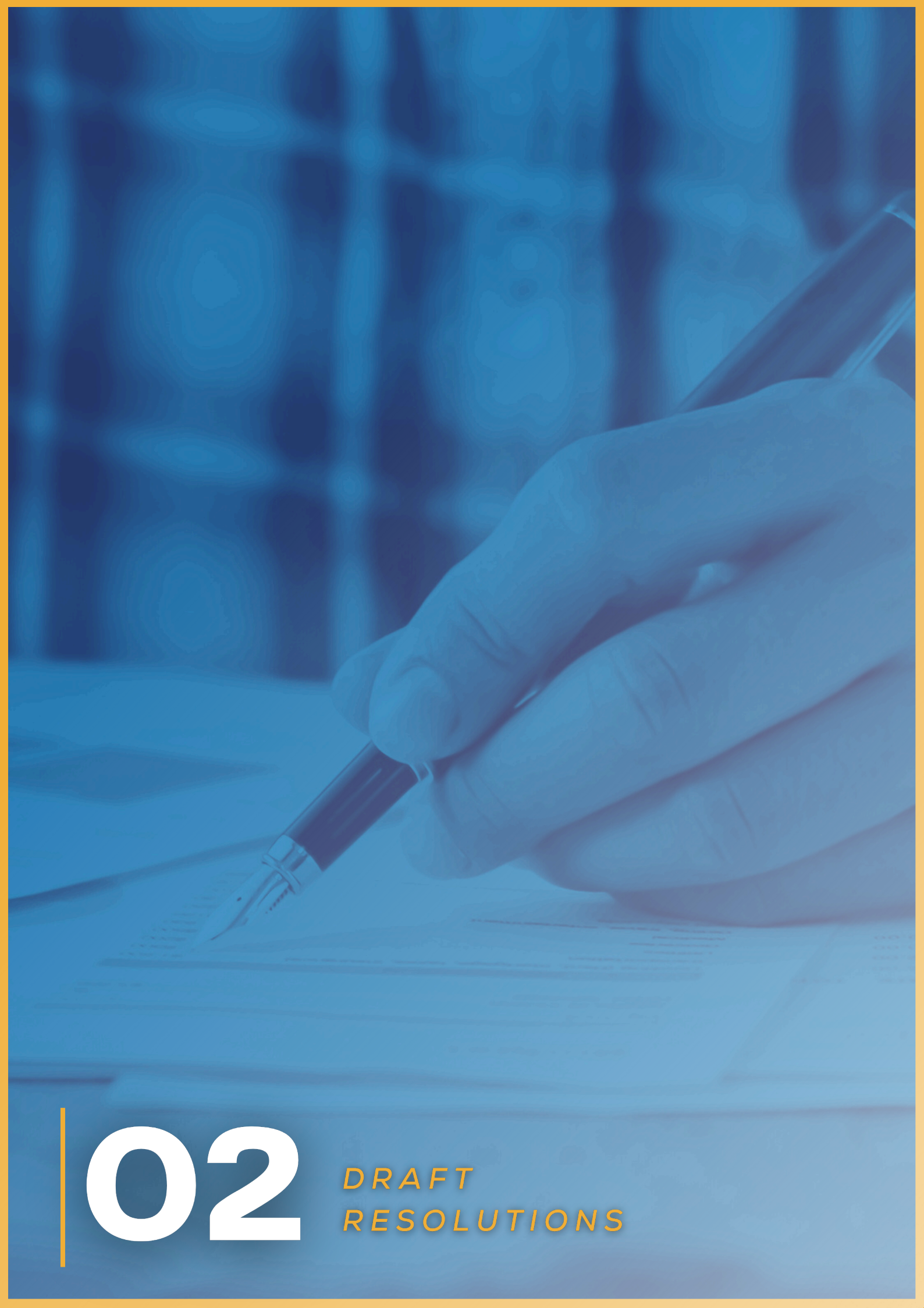
INTRODUCTION



01 Introduction

When it comes to Model United Nations (MUN) conferences, resolutions constitute one of the fundamental aspects of addressing and potentially solving the issues under discussion. In its general sense, a resolution is a formal and official document containing a set of proposed solutions to a specific topic. Thus, by means of highlighting a course of action, expressing approval or disapproval, or simply officializing decisions, the adoption of a resolution marks the successful completion of committee work.

In the case of MUN proceedings, a draft resolution is a document that outlines a committee's proposed approach toward addressing the topic under debate. While multiple draft resolutions can simultaneously be on the floor at any time, only one resolution can be passed by the committee on a given topic. Therefore, the contents of the document are highly important, as well as the countries that are involved in the drafting process and the lobbying that needs to be done while working on the Draft Resolution.



| 02

*DRAFT
RESOLUTIONS*



02 Draft Resolutions

a. General Remarks and Suggestions

A Resolution or communiqué constitutes a proposed set of actions aimed at solving the topic under discussion in the committee work, by and large considered to mark the successful completion of the committee sessions. Until it has been successfully passed by the committee ensuing official voting procedure, a Resolution can only be referred to as a Draft Resolution. Given their more official nature, Draft Resolutions are expected to adhere to official UN formatting rules.

The main way to ensure the success of one's Draft Resolution project is to consult widely with all the other delegates and parties involved in order to be aware of their concerns and policies. Of course, this will not be sufficient, as these concerns need to be factored into the Draft so as to acquire the support of other delegates. After the Draft Resolution has been written down, consultations are still necessary to ensure that its contents are well-understood. Equally, any possible points of disagreement can be identified and resolved or isolated at this stage.

It is often advisable when drafting a Resolution to research other countries before and during the debate, to carry talks and negotiations with other delegates in order to see whose support you can achieve. Getting a Draft Resolution favourably voted upon requires good negotiation skills, wide lobbying as well as clear wording and an overarching strategy.

b. Remarks about Draft Resolutions emanating from the Rules of Procedure

Draft Resolutions are introduced via a Motion to Introduce a Draft Resolution. If put to a vote, this Motion requires a simple majority to pass. All Draft Resolutions must adhere to the official rules of formatting and be approved by the Chairpersons in order to be introduced. After a Draft Resolution has been approved by the Chairpersons and introduced, no changes can be made to the document until the Chairpersons will explicitly open the floor for amendments. A Draft Resolution cannot be withdrawn from the floor once introduced.

In order to be introduced, each Draft Resolution requires one Main-Submitter, two Co-Submitters and at least ten per cent of the present delegates as Signatories. Submitters and Signatories should be listed in alphabetical order.

i. Main Submitter

The Main Submitter will be regarded as the main writer and the original submitter of the Draft Resolution. The Main Submitter must be present in the Committee for a Working Paper to be submitted as a Draft Resolution and should be the one presenting it to the Committee. The Main Submitter is required to support the Draft Resolution and possible Resolution in all voting procedures.

ii. Co-Submitters

The Co-Submitters are the two main supporters of the Draft Resolution and the Main Submitter. The Co-Submitters are mostly the members of the original group of Delegates who began creating the Working Paper and are therefore required to support the Draft Resolution and possible Resolution in all voting procedures.



iii. Signatories

Signatories are recognised as supporters of the Draft Resolution. There is no required number of signatories on a Draft Resolution. Signatories are not required to support the Draft Resolution in a voting procedure. By becoming one of the Signatories, the delegates merely express their interest in debating on the Draft Resolution or showing their support.

A Delegate may move to introduce a Draft Resolution by raising a motion. Once the Working Paper has been assigned as a Draft Resolution, the Chair shall invite the Main Submitter of the Resolution to read out only the Operative Clauses of the Draft Resolution to the Committee. The Main Submitter will then be recognized for three minutes to speak in favour of the Draft Resolution. At the end of their speech, the Delegate may yield their remaining time to one of the Co-Submitters or open themselves to Points of Information. A new debate upon this Draft Resolution shall begin and a new Speaker's List shall be established.

c. Wording of the Resolution

i. Preambulatory Clauses

Preambulatory clauses are non-substantive in nature and they are used as an explanation for the action called for in the operative paragraphs. Generally, they can be used to build an argument, provide a background into the topic or build support. In certain cases, general principles can be expressed or reaffirmed through the preambulatory clauses.

Preambulatory clauses are not numbered, and they should end with a comma.

If the preambulatory clause makes reference to the UN Charter, it should be placed at the beginning. The first time it is introduced into the Draft Resolution, it should be referred to as the "Charter of the United Nations". Afterwards, it can be called upon as simply the "Charter".

Any mentions of past resolutions or decisions taken by the UN or its subsidiary bodies usually come second (for example, *Recalling its resolution 24/311 of 21 October 2014*). Afterwards, general remarks about the purpose of the Draft Resolution can be included. By doing this, the drafters can set the stage for the subsequent call to action developed in the operative section of the document.

Examples of preambulatory clauses are included in the table down below.

Preambulatory Clauses

<i>Affirming</i>	<i>Expecting</i>	<i>Keeping in mind</i>
<i>Alarmed by</i>	<i>Expressing its appreciation</i>	<i>Noting with regret</i>
<i>Aware of</i>	<i>Expressing its satisfaction</i>	<i>Noting with satisfaction</i>
<i>Bearing in mind</i>	<i>Fulfilling</i>	<i>Noting with deep concern</i>
<i>Believing</i>	<i>Fully aware</i>	<i>Noting with approval</i>
<i>Confident</i>	<i>Fully believing</i>	<i>Observing</i>
<i>Contemplating</i>	<i>Further deploring</i>	<i>Realizing</i>



<i>Convinced</i>	<i>Further recalling</i>	<i>Reaffirming</i>
<i>Declaring</i>	<i>Guided by</i>	<i>Recalling</i>
<i>Deeply concerned</i>	<i>Having adopted</i>	<i>Recognising</i>
<i>Deeply conscious</i>	<i>Having considered</i>	<i>Referring</i>
<i>Deeply convinced</i>	<i>Having devoted attention</i>	<i>Seeking</i>
<i>Deeply disturbed</i>	<i>Having examined</i>	<i>Taking into account</i>
<i>Deeply regretting</i>	<i>Having heard</i>	<i>Taking note</i>
<i>Desiring</i>	<i>Having received</i>	<i>Viewing with appreciation</i>
<i>Emphasizing</i>	<i>Having studied</i>	

ii. Operative Clauses

Operative clauses are substantive in nature and express what the committee has decided to do. They serve as the basis for policy that the main sponsors of the Draft Resolution believe to be the rightful set of solutions in solving the topic under discussion. Using precise and clear terms facilitates the process of adoption and implementation of the document.

As a general rule, each clause should address only one issue at a time.

Each operative clause should be numbered and underlined. The addition of sub-clauses is permitted, however, clarity and coherence in language are expected to take precedence. Operative clauses must end with a semicolon, except for the last clause which should end with a period.

Examples of operative clauses are included in the table down below.

Operative Clauses

<u>Accepts</u>	<u>Emphasizes</u>	<u>Proclaims</u>
<u>Affirms</u>	<u>Encourages</u>	<u>Reaffirms</u>
<u>Approves</u>	<u>Endorses</u>	<u>Recommends</u>
<u>Authorises</u>	<u>Expresses its appreciation</u>	<u>Regrets</u>
<u>Calls</u>	<u>Expresses its hope</u>	<u>Requests</u>
<u>Calls upon</u>	<u>Further invites</u>	<u>Resolves</u>
<u>Condemns</u>	<u>Further proclaims</u>	<u>Solemnly affirms</u>
<u>Confirms</u>	<u>Further reminds</u>	<u>Solemnly condemns</u>
<u>Considers</u>	<u>Further recommends</u>	<u>Supports</u>
<u>Declares accordingly</u>	<u>Further requests</u>	<u>Takes note of</u>



<u>Deplores</u>	<u>Has resolved</u>	<u>Trusts</u>
<u>Draws attention</u>	<u>Notes</u>	<u>Urges</u>



d. Sample Resolution

Below is included an example of how a Draft Resolution is expected to look, with style points in the marginalia. All Draft Resolutions written during the Summit are expected to conform to this style of formatting.

<p style="text-align: center;"><i>WEMUN EXPO 2024</i></p> <p style="text-align: center;">United Nations Security Council</p> <p>Main submitter: the United States of America Co-submitter: China, France, Nigeria, United Kingdom Signatories: Chile, Lithuania, New Zealand, Russian Federation</p> <p>Resolution 1</p> <p>Adopted by the Security Council at the 34th Session of TEIMUN, on 12th of July 2024</p> <p><i>The Security Council,</i></p> <p><i>Guided by</i> the mandate of United Nations Security Council (UNSC) in accordance to Chapter 7, Article 39 of the Charter of the United Nations,</p> <p><i>Reaffirming</i> fundamental equality and human dignity including both men and women, even in times of conflict as stated in United Nations Declaration of Human Rights,</p> <p><i>Deeply concerned</i> by the prevalence of sexual violence in all kinds of conflict spread out across the globe,</p> <p><i>Deploring</i> the practice of sexual violence as a war or genocidal strategy among other uses,</p>	<p>Name of the Conference</p> <p>Name of the Committee</p> <p>Sponsors and signatories in alphabetical order</p> <p>Resolution number</p> <p>Session</p> <p>A Resolution is one long sentence; this is the start of the sentence</p> <p>Preambulatory clauses are non-substantive; they point to old resolutions, recall undeniable facts and express sentiments</p> <p>The preambulatory clause should start with an italicized phrase such as “<i>recalling</i>”, “<i>acknowledging</i>”, etc., and must end with a comma.</p>
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Recognizing that victims of sexual violence do not only comprise of women and girls but of men and boys as well,

1. Affirms the definition of sexual violence as “an act of a sexual nature against one or more persons or caused a such person or persons to engage in an act of sexual nature by force, or by the threat of force or coercion, or by psychological oppression or abuse of power, against such person or persons or another person, or by taking advantage of a coercive environment or such person’s or persons’ incapacity to give genuine consent, including cases where these persons are exploited through unconsented pornography or kidnapping into sexual slavery”;
2. Acknowledges the importance of preventing wartime sexual violence and the crucial role of not only national governments but also civil society and relevant UN bodies;
3. Endorses active promotion of gender equality by having women participate in peace and security actions and discussions;
4. Emphasizes raising the profile of women’s networks and civil society organizations, which in many instances serve as first responses to address the course of conflict related to sexual violence and are the first to stand in solidarity with survivors;
5. Encourages implementation of education about sexual violence to help prevent sexual violence in all stages;
6. Desires the implementation of precautionary training for self-defense in vulnerable groups of society provided by the local or state military personnel;
7. Supports the implementation of a zero-tolerance policy by the initiation of:
 - a. financial rewards in order to incentivize commanders of UN personnel who report cases of sexual violence,

Operative clauses are substantive; they are things the council wishes to do itself or wishes to urge others to do. For example, here, the UNSC wishes to define a term; this is something that has consequences, and so is not preambulatory.

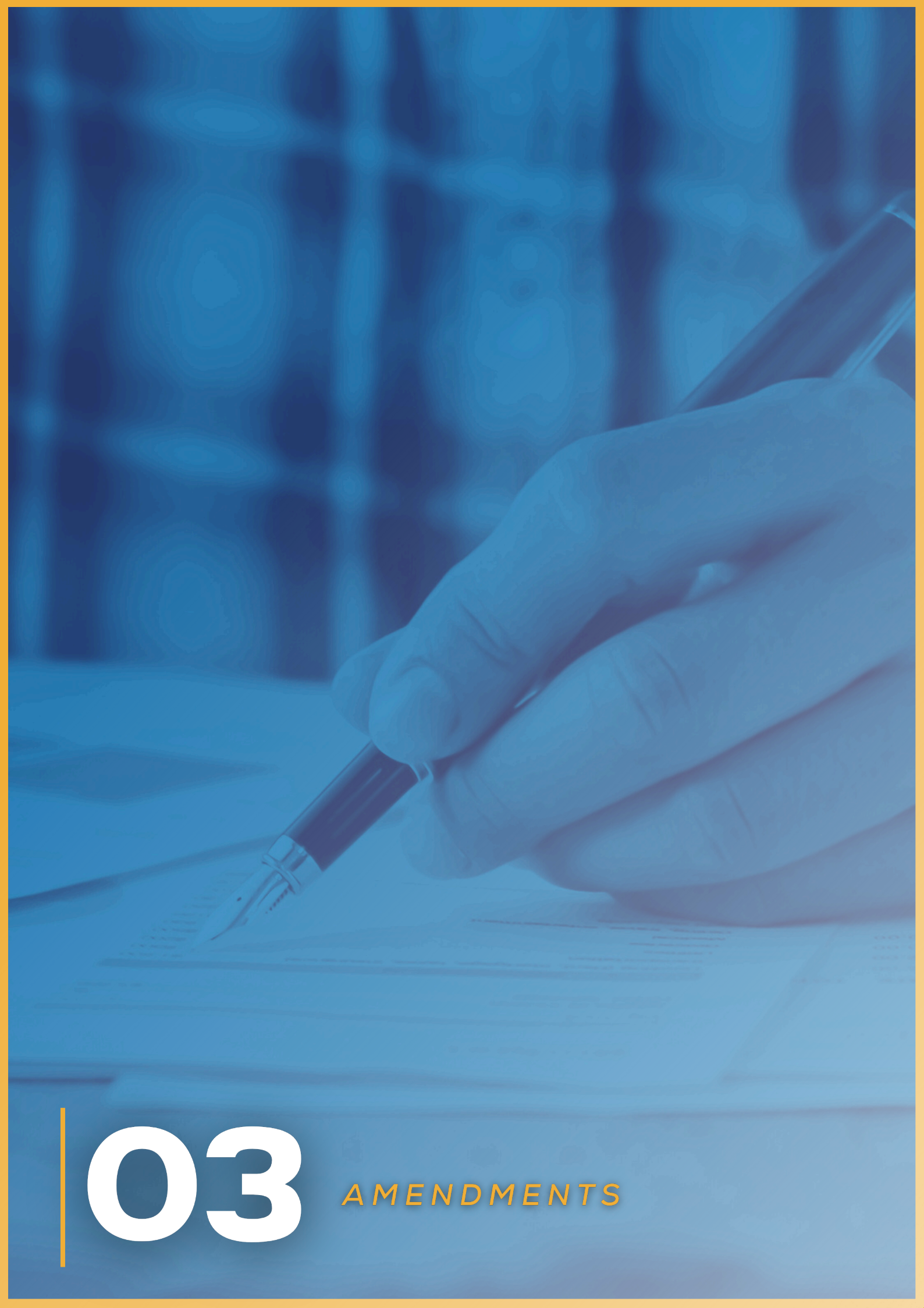
Each operative clause is numbered and starts with an underlined phrase such as “affirms” or “calls upon”. It ends with a semi-colon.

Delegates are reminded that resolutions are not binding *per se*; in most cases, they are merely documents offering advice about what can be done. The HRC cannot force any Member State to do anything. This is slightly different for the the Security Council, of course.

Where a clause contains sub-clauses, the structure of the sentence should still make sense. Sub-clauses are introduced with a colon, and end with a comma, except the last sub-clause which ends with a semi-colon.



<p>b. an anonymous whistleblowing system set up through the Department of Peacekeeping Operations,</p> <p>c. mechanisms to pressure respective Member States to effectively investigate cases of alleged sexual violence in three stages:</p> <ul style="list-style-type: none">i. issuing warnings from the Security Council,ii. imposing fines on Member States that do not investigate relevant cases,iii. publishing of non-compliance reports with the aim to shift global attention to these non-compliant Member States; <p>8. <u>Decides</u> to remain actively seized on the matter.</p>	<p>In the case of the Security Council, the last clause should always read “<u>Decides</u> to remain actively seized on the matter”. In the case of other committees however, this is not mandatory.</p>
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03

AMENDMENTS



03 Amendments

Once a Draft Resolution has been introduced to the floor, the only way in which its contents can be modified is the submission of amendments by the delegates. Amendments can only address the Operative Clauses of the Resolution, not the Preambulatory Clauses. There are three ways to amend a Draft Resolution:

- a. **Delete a clause** - this deletes an entire clause from the Draft Resolution. The amendment should clearly state which clause is being deleted. Each amendment may only delete a single clause.
- b. **Amend a clause** - this changes an existing clause by deleting part of it and/or adding to the clause. The amendment should clearly mark how it should be amended, indicating passages to be deleted and text to be added.
- c. **Add a clause** - this adds a new clause to the Draft Resolution. The amendment should state what the new clause will be and what clauses it will be inserted between.

In the case there are multiple Draft Resolutions on the floor, Delegates should make clear which Draft Resolution they intend to amend. Also, amendments to already-amended sections of the Draft Resolution are not in order.

There are two types of amendments:

e. Friendly Amendments

If, upon asking, an amendment is considered friendly by the Submitters, it will be automatically incorporated into the Draft Resolution without a voting procedure. Approval from the Chairpersons is still required.

f. Unfriendly Amendments

If an amendment is considered unfriendly by the Submitters, it will be put to a vote. In order for an amendment to pass, it requires a simple majority. Before the voting procedure starts, a maximum of one (1) speech in favour and (1) speech against can be entertained provided that there are any Speakers wishing to take the floor. Voting on such amendments is a substantive matter, therefore abstentions are possible.

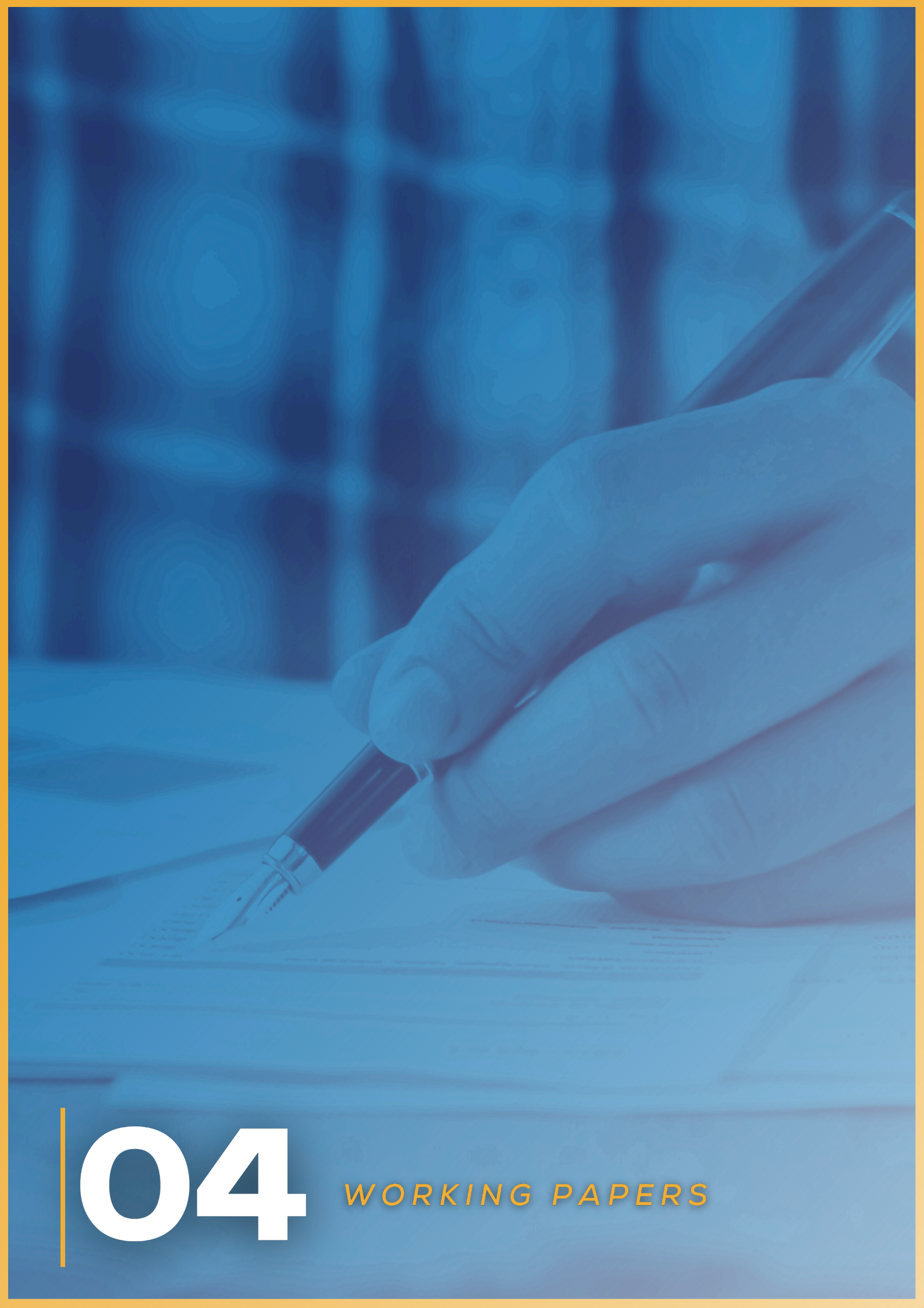
If no amendments are proposed by the Delegates, the Draft Resolution is considered to have been provisionally agreed upon and the Committee shall finish debating it and move into voting procedure. However, if the Committee is unable to reach an agreement on all the proposed amendments within a reasonable timeframe, the Chairpersons can expedite the process by selecting the most appropriate amendments to be discussed.

Examples of amendments are included below:

“Deletes sub-clause 2.c.”

“Deletes sub-clause 3.b. and replaces it with “Encourages Member States to ...”

“Amends Operative Clause 4 to read “4. Urges developed countries to ...”



| 04

WORKING PAPERS



04 Working Papers

While different from Draft Resolutions or Amendments, working papers are documents closely linked to the aforementioned ones.

Working papers are informal unofficial documents drafted by the delegates in order to create a framework for the Draft Resolution or to formally introduce a concept in the committee's work. A Working Paper can take any possible format, from it being a graph, bullet points, entire paragraphs of text, or just rough outlines. The main goal of a Working Paper is to highlight a certain idea so that the committee can familiarise itself with it and subsequently proceed with debating it.

Given their unofficial nature, Working Papers do not require specific formatting, therefore they can take any form needed. However, it is recommended that formal formatting is used starting from this stage in order to ease the resolution drafting process. Equally, they can be created individually.

Important note: while it happens during many conferences that the terms “working paper” and “draft resolution” are used interchangeably, there are differences between the two. The most important one is that a Working Paper cannot be referred to as a Draft Resolution until it has been approved by the Chairs and formally introduced on the floor through a Motion to Introduce the Draft Resolution.