



# ***GTMUN XXVI***

## ***Delegate Handbook***

The place for everything GTMUN



# Our Code of Conduct

*These are our policies for how we run our conference as well as what we expect from delegates and other participants that are present at our conference.*

## Contents

|   |   |
|---|---|
| Participation of Members                                    | 3 |
| Participation of Non-Members                                | 3 |
| Expected Conduct & Behavior                                 | 3 |
| Powers of Committee Directors                               | 4 |
| Feedback  | 4 |
| Advisors  | 4 |
| Electronics & Aides   | 4 |
| Writing Policy (Plagiarism, Pre-Writing, and Generative AI) | 5 |
| Absences  | 5 |
| Conference Spaces   | 5 |

## *Participation of Members*

This conference will only recognize officially registered delegates as participating members. A “member of committee” may be represented by only one (or two, in the case of a double delegation committee) attendees who have been assigned a committee and position via formal registration before the first day of the conference. Each member of committee will be capable of casting a single vote in procedural and substantive matters, unless special conditions arise, such as the categorization of an observer state, or a special consideration of historical circumstances under a crisis period, etc. These conditions are to be clearly communicated to the delegate by the directors of the committee.

## *Participation of Non-Members*

Accredited non-members, including United Nations Correspondents Association (UNCA) members, will be allowed to address committee after approval of the chair, but will not hold voting rights for procedural nor substantive matters in the committee. UNCA members hold unique procedural rights such as performing written or oral announcements, introductory statements of committee, and allowing for press releases or press conferences at chair’s discretion. These are specified in the UNCA guide.

## *Expected Conduct & Behavior*

GTMUN expects attending delegates to always abide by diplomatic behavior under all circumstances. Inflammatory remarks, slandering, and disrespectful behaviors against attendees or staff are strictly prohibited and will impact a delegation’s chance at an award. Neither speech or debate should include remarks of this nature, and delegates who believe that their assigned position merits such a conduct should consult the committee directors before engaging in these actions. If the conduct is severe, it may grant expulsion from the committee to the discretion of the committee directors, Director General, and Under Secretary General of Policy. GTMUN has a zero-tolerance at personal attacks to attendees or staff regarding their race, ethnicity, gender or sexual identity and religion, these will be considered a violation of the DEI laws and may result in expulsion or banning from the conference.

## ***Powers of Committee Directors***

The Director and Assistant Director of each committee represent its “chair” or “dais” and have the authority of conducting, guiding, moderating, and ultimately approving substantive matters of committee. The dais oversees the directing the flow of debate, grants the right to speak, announces decisions, explains or rules on points, approves handouts for circulation, and enforces parliamentary procedure. The dais has the right of interrupting the flow of debate, ruling proceedings dilatory, temporarily transferring their role to other staff members, and suspending, bending or modifying the rules of parliamentary procedure in the benefit of the committee. Dais decisions take precedence over any procedural rules stated in this document.

## ***Feedback***

The Director General or Undersecretary General of Policy of the conference have the right to pause committee sessions at any point of the conference to request feedback from the delegates. This feedback should be focused on conference organization, committee topics and dynamics, parliamentary procedure, director and assistant director performance, technical capacity, etc. Delegate feedback is communicated to committee staff confidentially and will not affect individual or delegation awards.

## ***Advisors***

Advisors are welcome to oversee committee from a designated space at the back of the room. They must conduct themselves in a non-disruptive manner when entering and leaving and are not allowed to directly address the delegates or directors during committee sessions. Advisors are considered non-members of committee and are not allowed to attend voting procedure.

## ***Electronics & Aides***

Electronic devices will not be allowed during formal debate unless specified by the dais or under special circumstances. Delegates may only use their electronics during informal debate (i.e., during unmoderated caucuses).



# *Writing Policy (Plagiarism, Pre-Writing, and Generative AI)*

Delegates are expected to be drafting content documents during the span of the conference using their own thoughts and ideas. As such, GTMUN does not permit plagiarism, pre-writing, or use of generative AI during conferences.

- **Plagiarism** is the act of using another individual's work or writing and passing it as one's own without proper citation or credit. This includes writing from other delegates in the committee or from online sources.
- **Pre-writing** is the act of writing material for in-conference documents (e.g., working papers, draft resolutions, crisis directives) ahead of the conference. While doing prior research and bringing research notes is permitted (and encouraged), these notes should not contain text that is intended to be directly copied and pasted into a document.
- **Generative AI tools** (such as ChatGPT, Claude, and Gemini) cannot be used to partially or wholly write a conference document. GTMUN recognizes the rapidly evolving landscape of artificial intelligence engines as a tool for research. Though discouraged, GTMUN accepts the use of such tools to locate resources and brainstorm starting solutions. However, generative AI must not be used to generate content for the conference, such as in-conference documents and position papers.

Delegates that violate the writing policy will face consequences that may include disqualification from awards.

## *Absences*

A delegation will be considered absent if it does not respond to roll call at the beginning of each committee session. If a delegate misses roll call, a request to be marked as present should be sent to the dais via a note. Delegates who are recognized but not present automatically yield their time to the chair.

## *Conference Spaces*

Delegates should not enter staff-only spaces and remain in their designated rooms during committee sessions.

# *Parliamentary Procedure*

These are the rules for how committees at GTMUN 2025 and formal debate will be structured.

## *Contents*

|  |           |
|--|-----------|
| <i>Points</i> . . . . .                                  | <i>7</i>  |
| <i>Opening Committee</i> . . . . .                       | <i>7</i>  |
| <i>Speeches</i> . . . . .                                | <i>9</i>  |
| <i>Modes of Debate</i> . . . . .                         | <i>11</i> |
| <i>Document Drafting</i> . . . . .                       | <i>12</i> |
| <i>Amendment Period</i> . . . . .                        | <i>13</i> |
| <i>Voting Procedure</i> . . . . .                        | <i>14</i> |
| <i>Reopening Committee or Ending Committee</i> . . . . . | <i>16</i> |

# Points

Points can be used to raise issues that require immediate attention, but should not be used to provide substantive remarks.

- **Point of personal privilege:** A delegate may raise this point when they have an issue that impairs their ability to participate during committee. This point does not need the director's approval but may only interrupt the speaker if they are inaudible.
- **Point of order:** A delegate may raise this point to indicate the belief that the rules of parliamentary procedure have been broken. This point will be immediately ruled by the dais, and a proper explanation of procedure will be provided. This point may never interrupt a speaker.
- **Point of parliamentary inquiry:** A delegate may raise a point of parliamentary inquiry to ask the chair about rules of procedure, committee dynamics, or clarification on wording or remarks. Substantive questions will not be answered by raising this point and should instead be sending a note to the dais. This point may never interrupt a speaker.

# Opening Committee

## Roll Call

This occurs before any motions can take place. This is the process where the dais calls for each delegate and counts attendance.

When called, delegates may answer one of two options:

- **Present:** Delegate is present and may abstain from votes on substantive matters (e.g., voting procedure)
- **Present and Voting:** Delegate is present and may not abstain from substantive matters

Regardless of option, delegates must vote on all procedural matters (e.g., votes on motions).

Once all delegates have been called, the session may proceed if the committee has met **quorum**. The quorum is set to  $\frac{1}{2}$  of the committee—i.e., if less than  $\frac{1}{2}$  of the committee is present, then the session cannot proceed until there is  $\frac{1}{2}$  of the committee present.



For votes, the **simple majority** is just more than  $\frac{1}{2}$  of the present delegates (“half plus one”) and the **supermajority** is  $\frac{2}{3}$  of the present delegates, rounded up. For example,

- 10 present delegates → simple majority 6 ( $> 5$ ), supermajority 7 ( $\geq 10 \times \frac{2}{3}$ )
- 11 present delegates → simple majority 6 ( $> 5.5$ ), supermajority 8 ( $\geq 11 \times \frac{2}{3}$ )
- 12 present delegates → simple majority 7 ( $> 6$ ), supermajority 8 ( $\geq 12 \times \frac{2}{3}$ )
- 13 present delegates → simple majority 7 ( $> 6.5$ ), supermajority 9 ( $\geq 13 \times \frac{2}{3}$ )

### ***Motion to Open Debate***

This motion is the first motion of the session, which allows the session to begin. This motion is automatic.

### ***Speakers List***

The speakers list is a continuous list of speakers that is used to conduct general debate. This is the default activity of committee when no other motions are raised but can be superseded by procedural or substantive motions at the discretion of the dais. Delegations will be able to address the general topic area or any developments in committee. After opening the speakers list, the dais will call for several delegations to participate. A delegate that is not selected may request to be added to the Speakers List via a note to the dais.

By default, the speaking time for the speakers list is 1 minute, unless specified otherwise by the committee director. Delegates can raise a **motion to set the speaker's time** to adjust the speaking time. This is a procedural motion, requiring a simple majority to pass.

### ***Setting the Agenda***

The agenda dictates the order in which committee topics will be discussed. It is the first matter that the committee must address if there is more than one topic to address.

To set the agenda, a delegate must **motion to set the agenda**, and state the order of preference of the topics listed on the committee's background guide. This motion is debatable, requiring two speakers for and two speakers against, expandable at discretion of the chair. Delegations selected to speak are not allowed to comment, yield to other delegations, or make other motions during this procedural question. Once the for and against speakers have finished, the committee will perform a vote. If the vote fails, then debate should continue until the topic is decided. Once the agenda is set, the speakers list is reset.



# Speeches

## *Language*

All speeches will be conducted in English, unless specified by the committee guidelines. Speeches may include specific phrases or remarks in a language representative of a delegate's position or state, only if directly followed by an English translation.

## *Time Limits*

Speeches have a minimum allowed time of ten seconds. When a delegate surpasses their time, the dais will call the speaker to order. The dais will tap the gavel when a specific amount of time is left to each speaker. A delegate may raise a point of personal privilege to modify tapping time.

## *Standards*

- **Language:** All speeches will be conducted in English, unless specified by the committee guidelines. Speeches may include specific phrases or remarks in a language representative of a delegate's position or state, only if directly followed by an English translation.
- **Time Limit:** Speeches have a minimum allowed time of ten seconds. When a delegate surpasses their time, the dais will call the speaker to order. The dais will tap the gavel when a specific amount of time is left to each speaker. A delegate may raise a point of personal privilege to modify tapping time.

## *Yielding*

Delegates that have been granted the right to speak during the speakers list may yield their time to a chair, to another delegate, or to questions. Yields must be declared at the conclusion of their speech, but may be ruled as dilatory by the dais at any point. Only one yield per speech is allowed.

- To another delegate: A delegate yields their remaining time to another delegate, who will be immediately recognized by the dais. It's not necessary for double delegations to yield their time to their co-delegate if doing a joint speech.
- To questions: A delegate may yield their time to questions, in which case another delegate will be selected by the dais to ask a question. Only the response time will be counted towards the speech time. Follow-ups are only allowed under the discretion of the chair.
- To the chair: A delegate ends their speech, yielding their remaining time to the chair. No extra action is required for this yield.

## *Right of Reply*

A delegate may ask for a right of reply only if their national or personal integrity has been compromised by another delegate's intervention. This request must not interrupt the original speaker but be raised immediately after such delegate's speech has ended. A delegate granted with the right of reply may address the committee for a time up to the original speaker's time. The dais reserves the right to rule this request as dilatory.

### *Eligible for Right of Reply*

|   |  |
|---|--|
| Insult to National Sovereignty                | "The occupation of Buzzlandia in the disputed territory shows a blatant disregard of international law." |
| Misrepresentation of Historical Events        | "Buzzlandia continues to deny its historical wrongdoings for their actions during the war."              |
| Accusations of Human Rights Violations        | "Buzzlandia violates the human rights of its citizens."  |
| Direct Insult to Government                   | "The leader of Buzzlandia is a dictator who has no respect for democracy!"                               |
| Cultural or Religious Offense                 | "Buzzlandia's treatment of religious minorities highlights its intolerance and prejudice."               |
| False Allegations of International Aggression | "Buzzlandia's military positioning at the border shows its intent to invade."                            |
| Unjustified Accusations in Economic Policy    | "Buzzlandia's economy is designed to destabilize smaller economies in the region for its own gain."      |

### *Ineligible for Right of Reply*

|   |  |
|---|--|
| Policy Disagreements                        | "Buzzlandia's approach to climate change is ineffective."  |
| Diplomatic Criticism                        | "Buzzlandia has not shown enough initiative in addressing the topic of..."   |
| Criticism of Political or Economic Strategy | "Buzzlandia's economic policies are too protectionist."  |
| Disagreements over Military Policy          | "Buzzlandia's military presence has destabilized the region."  |
| Constructive Criticism                      | "The decision made by Buzzlandia's government to withdraw from the Paris agreement will lead to..."                      |
| Criticism of Accurate Historical Actions    | "Buzzlandia's colonial past has left a lasting impact on the region's political instability."                            |
| Critique of Voting Behavior or Alliances    | "Buzzlandia consistently votes against resolutions supporting disarmament and prefers to align with militaristic blocs." |



# ***Modes of Debate***

## ***Motion to Enter a Moderated Caucus***

A moderated caucus is a tool to facilitate debate about specific subtopics. It represents a temporary departure from the Speakers List. A delegate may motion for a moderated caucus any time the floor is open and before debate is closed.

The proposal of this motion should include the specific subtopic to address during the caucus, the total time of the caucus (not to exceed 20 minutes), and an individual speech time per delegate. In the case of several motions for moderated caucuses, these will be voted in order of disruptiveness. This motion requires a simple majority to pass.

Once a motion passes, the delegate who proposed the given motion can choose to speak first or last. The chair reserves the right to call speakers one-by-one or at batches at a time. If no delegates wish to speak in the moderated caucus, the moderated caucus ends immediately, and the Speakers List will be adopted. Delegates who address committees in a moderated caucus should keep their speech about the selected subtopic, or their participation will be ruled out of order.

## ***Motion to Enter an Unmoderated Caucus***

An unmoderated caucus is a free-form discussion where delegates are allowed to walk around and talk to other delegates. This motion is in order at any time the floor is open and before the closure of debate. The delegate who raises this motion should specify a time limit for the caucus, not to exceed 25 minutes (with extensions). This is a procedural motion that requires a simple majority to pass.

## ***Motion to Extend the Previous Motion***

If a delegate wishes to continue the previous motion, they can motion to extend the previous motion. The delegate who raises this motion should specify a duration to extend the previous motion for. The extension duration must not exceed half the duration of the original motion.

## ***Motion for the Suspension of the Rules***

This motion can be raised to avoid technicalities in procedure to introduce creative dynamics in committee. A delegate may propose a motion for the suspension of the rules, followed by the proposal of a specific dynamic that may be beneficial to committee pacing. The dais reserves the right to accept or reject this motion. If the dais accepts this motion, it must pass a simple majority vote to be accepted.

Certain common advanced modes of debate fall under suspension of the rules:

- ***Motion for a Round Robin:*** This motion is raised when a delegate wants every individual in the committee to give a speech on a certain subtopic. The motion for a Round Robin should include a topic of interest and an individual speech time. The motioning delegate can choose to address the committee first or last. It is up to the dais to choose the speaking order around the room. During this procedure, a delegate may pass or refuse a speech. This motion is only allowed in crisis, “small” and specialized committees, and may be ruled dilatory by the chair.
- ***Motion to Open a Consultation of the Whole:*** Delegates may motion for a consultation of the whole at the discretion of the chair, and any time the floor is open. The consultation of the whole is an informal discussion where the rules of parliamentary procedure are automatically and temporarily suspended. During this procedure, the speaking time and order of speakers is determined by the delegates on an ad-hoc basis. The delegate who motions for a Consultation of the Whole must specify a subtopic to address and a total time for the motion (to not exceed 20 minutes) and may specify if they require dais moderation (for example, tapping after a set amount of time has passed). Delegates should remain in their seats and be respectful to the speaker. This motion requires a simple majority to pass and may be ruled as dilatory by the chair.
- ***Motion for a Gentleman’s Unmoderated Caucus:*** Delegates may motion for a gentleman’s unmoderated caucus at the discretion of the chair, and any time the floor is open. A gentleman’s unmoderated caucus is similar to an unmoderated caucus, except that delegates are not allowed to stand or move around the caucus. The delegate who motions for a Gentleman’s Unmoderated Caucus should specify the total time for the caucus, not to exceed 25 minutes (with extensions).

## ***Document Drafting***

### ***Working Papers***

A working paper is the first draft of the resolution, detailing the resolution’s motivations (preambulatory clauses) and the actions the resolution will take (operative clauses). Delegates should form medium-sized blocs to write their working papers.

These documents are intended to aid in the discussion and writing of a draft resolution. Guidelines for this document, such as the number of sponsors and signatories, are to be established by the dais and communicated to the committee. Once approved by the dais, delegates may accept the working paper as “introduced” and reference it in debate.

- ***Sponsors*** are delegates that contributed to writing the paper.
- ***Signatories*** are delegates who are interested in debating the paper in committee.



## ***Draft Resolutions***

A draft resolution is the final draft of the resolution. It is written in large-sized blocs, which usually are created after merging working paper blocs. A delegate may motion to introduce draft resolutions only after the approval of the chair. For approval, the draft resolution should meet the sponsor and signatory limits established by the chair. After a resolution has been approved, no substantive modifications of any kind will be allowed (except as a part of amendments). Under the discretion of the chair, multiple draft resolutions may pass voting procedure.

### ***Motion to Introduce Draft Resolutions***

To introduce draft resolutions, a delegate must motion to introduce all draft resolutions. This is a procedural motion which requires a simple majority to pass. During introduction, each draft resolution will be given an author's panel consisting of a reading period, a brief presentation, and a Q&A.

A motion to introduce all draft resolutions should include the following:

- Order of introduction (e.g., order received, reverse, alphabetical, random)
- Time for reading period
- Time for presentation
- Time for Q&A

At their discretion, the dais may instead choose or omit reading period or brief presentation time based on conference time constraints.

A draft resolution will remain on the floor until debate is postponed or the resolution has passed. Delegates may only refer to a draft resolution in formal debate after it has been approved and formally introduced.

## ***Amendment Period***

### ***Amendments***

After all draft resolutions are introduced and before voting procedure begins, delegates can request **amendments** to make changes (additions, deletions, or revisions) to the operative clauses of draft resolutions.

To be introduced, amendments should be sent as a note to the chair and approved by the chair, who will ensure the amendments meet the required sponsor requirements. Delegates may not make amendments to other amendments, but they may make amendments to a part of a resolution which has previously been amended.

Amendment period may be omitted under chair's discretion, which may happen if the committee is running low on time.

## ***Motion to Introduce Amendments***

A delegate may motion to introduce amendments to introduce all submitted and approved amendments in the order they were received.

On introducing amendments, each amendment will be checked for friendliness or unfriendliness.

- ***Friendly amendments*** are amendments supported by all sponsors of the resolution. If all sponsors of the paper unanimously confirm the nature of this amendment, it will be adopted automatically.
- ***Unfriendly amendments*** are amendments that do not have the unanimous approval of all sponsors of the resolution. These amendments are debatable, requiring two speakers for and two speakers against, expandable at chair's discretion. Following for and against speeches, amendments require a simple majority to pass.

## ***Voting Procedure***

Voting on draft resolutions, just like for amendments, is a substantive procedure that requires all non-members to leave the committee room and the chambers to be sealed. In all the voting modes, each delegation has only one vote. The simple and supermajority of the committee may be temporarily modified by omitting the abstaining members from the quorum. If there are no motions, the committee will move to vote on resolutions by placard in the order that they were introduced. A draft resolution passes with a simple majority. As mentioned before, the dais reserves the right of passing only one or several resolutions per topic, depending on the level of the committee.

### ***Motion to Close Debate and Enter Voting Procedure***

To begin voting procedure, a delegate must motion to close debate and enter voting procedure. By default, voting will proceed by placard in the order that they were introduced, but alternative modes of voting and orders may be proposed. This motion requires a supermajority ( $\frac{2}{3}$  majority) to pass.

Debate must be officially closed to enter voting procedure for introduced draft resolutions. After debate is closed, only points and motions to set voting mode or to divide the question are accepted. Motions to set voting mode should include the order of draft resolutions to be voted on and the mode of voting.

### ***Modes of Voting***

- **Placard vote:** The default mode in voting procedure and requires no motions. In this substantive vote, the chair will ask the committee who is in favor of the resolution, who is against, and who abstains. Delegates will indicate their position by raising their placard. Since this vote is substantive, delegates who are present and voting may not abstain. A resolution vote passes with a simple majority.



- **Vote by acclamation:** In acclamation, the chair bangs their gavel loudly and slowly 3 times. If any delegate opposes, they may raise their placard during the bangs or verbally say “Nay,” “Oppose,” or similar. If any delegate does so, the vote fails and the vote moves into placard voting.
- **Vote by roll call:** In this motion, the chair will call delegates in alphabetical order. Delegates may vote “Yes,” “No,” “Abstain,” “Pass,” “Yes with rights,” or “No with rights.”
  - A delegate who voted “pass” will be returned to at the end and must vote.
  - A delegate may only vote “with rights” when the vote conflicts with the policy of their represented state. Delegates who vote “with rights” will be granted a set time to explain their position at the end of roll call voting, under the discretion of the committee director.
  - If the roll call vote does not meet a simple majority, it means that the resolution fails, and the committee moves on to other motions to vote on the remaining resolutions.

### ***Motion to Divide the Question***

A delegate may request for an operative clause or sub-clause of the draft resolution to be voted on separately. This motion can only be called after formal debate has closed, but before any resolutions have been voted on.

The process to divide the question goes as follows:

- ***Motion to divide the question:*** The first vote will be held on whether to divide the question at all. If it fails, the committee will continue into voting procedure. If it passes with a simple majority, the dais will take an additional motion to divide the question.
- ***Motion to divide a clause or sub-clause from a draft resolution:*** If the motion to divide the question passes, the dais will ask for a number of motions on how to divide the question. These shall be prioritized from most to least severe, depending on how much content is intended for the division. The committee proceeds with voting on these motions. If a division passes by supermajority ( $\frac{2}{3}$  majority), the draft resolution is divided.

Successfully dividing a draft resolution does not mean that it passes, but that the divided clause shall be voted on separately to determine its inclusion in the resolution. If all motions at this stage fail, it means that the draft resolution remains intact at the time of voting, and the committee automatically moves into voting procedure. No other motions to divide the question are in order.

# *Reopening Committee or Ending Committee*

After voting, the committee will follow the following procedure at the discretion of the chair and depending on the number of topics specified in the background guide.

## *Motion to Open Debate*

For committees with two topics, the second topic of the agenda can be opened through a **motion to open debate**, which is automatic. Parliamentary procedure then restarts, as conducted for the first topic.

## *Motion to Ramble the Wreck*

The motion to ramble the wreck is an exclusive motion for the Georgia Tech Model of United Nations conference that is only applicable to the last committee session. This motion indicates the suspension of formal rules of debate and the beginning of “FUNMUN.” During this time, the dynamics in the committee will change at the discretion of the delegates and committee director. Even when, and especially when formalities are suspended, delegates should abide by the expected conduct outlined in the general rules of the parliamentary procedure.



# Working Papers and Draft Resolutions

Draft resolutions have a specific format that must be followed. The resolution starts with a heading (including name of resolution, sponsors, and signatories), follows with the preamble (detailing the resolution's motivations & context for the importance of the issue), and ends with the operative clauses (the actions a resolution will take).

The resolution starts with a heading (which includes sponsors and signatories), follows with the preamble (detailing the resolution's motivations), and ends with the operative clauses (the actions a resolution will take).

## Examples of Preambulatory Phrases

|                   |                             |                           |
|-------------------|-----------------------------|---------------------------|
| Affirming         | Expecting                   | Having studied            |
| Alarmed by        | Expressing its appreciation | Keeping in mind           |
| Approving         | Expressing its satisfaction | Noting with regret        |
| Aware of          | Fulfilling                  | Noting with deep concern  |
| Bearing in mind   | Fully alarmed               | Noting with satisfaction  |
| Believing         | Fully aware                 | Noting further            |
| Confident         | Fully believing             | Noting with approval      |
| Contemplating     | Further deploring           | Observing                 |
| Convinced         | Further recalling           | Reaffirming               |
| Declaring         | Guided by                   | Realizing                 |
| Deeply concerned  | Having adopted              | Recalling                 |
| Deeply conscious  | Having considered           | Recognizing               |
| Deeply convinced  | Having considered further   | Referring                 |
| Deeply disturbed  | Having devoted attention    | Seeking                   |
| Deeply regretting | Having examined             | Taking into account       |
| Desiring          | Having heard                | Taking into consideration |
| Emphasizing       | Having received             | Taking note               |
|                   |                             | Viewing with appreciation |
|                   |                             | Welcoming                 |

## Examples of Preambulatory Phrases

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

<https://bestdelegate.com/model-un-made-easy-how-to-write-a-resolution/>

| Heading   | [Name of Draft Resolution/Paper]   |
|---|--|
| <ul style="list-style-type: none"> <li>Paper name at the top of the document</li> <li>Sponsors listed alphabetically</li> <li>Signatories listed alphabetically</li> </ul>  | <p>Sponsors: Australia, Belgium, Bangladesh, Ecuador, Guatemala, Kenya</p> <p>Signatories: Chad, Greece, Hungary, India, Liberia, Peru, Portugal, Syria</p>  |
| <p><b>Preamble</b></p> <ul style="list-style-type: none"> <li>An address to the committee</li> <li>Preambulatory clauses             <ul style="list-style-type: none"> <li>Give context to importance of issue</li> <li>Begin with an italicized preambulatory phrase (typically ending in “-ing”)</li> <li>Rest of text is unitalicized</li> <li>Each clause ends with a comma</li> <li>At least 5 clauses in a resolution</li> </ul> </li> </ul>   | <p><i>The General Assembly,</i></p> <p><i>Reaffirming</i> the Charter of the United Nations and its importance for the promotion and protection of all human rights and fundamental freedoms for all,</p> <p><i>Recognizing</i> that achieving the Sustainable Development Goals can help to ensure the end of hunger in all its forms by 2030 and to achieve food security,</p> <p><i>Welcoming</i> the commitment to end hunger and eliminate food insecurity and all forms of malnutrition, recently reaffirmed by Member States in the Pact for the Future,</p>  |
| <p><b>Operative Clauses</b></p> <ul style="list-style-type: none"> <li>Action oriented, including specific policy recommendations or proposed solutions</li> <li>Solutions should be as detailed as possible, bearing in mind the scope and limitations of the UN, funding, populations impacted, means for implementation, timeline, etc.</li> <li>Operative clauses are numbered</li> <li>Begin with an italicized operative phrase (typically a present-tense action verb)</li> <li>Rest of text is unitalicized</li> <li>Each clause ends with a semicolon, except the last, which ends with a period</li> <li>Clauses can have subclauses, but there must be more than one (otherwise, the subclause should be merged into the main clause)</li> </ul> | <p>44. <i>Reiterates</i> its support for the realization of the mandate of the Special Rapporteur, and requests the Secretary-General and the United Nations High Commissioner for Human Rights to continue to provide all the human and financial resources necessary for its effective fulfilment;</p> <p>45. <i>Welcomes</i> the work already done by the Committee on Economic, Social and Cultural Rights in promoting the right to adequate food, and recalls in particular its general comments:</p> <ol style="list-style-type: none"> <li>No. 12 (1999) on the right to adequate food (article 11 of the International Covenant on Economic, Social and Cultural Rights), in which the Committee affirmed, inter alia, that the right to adequate food is indivisibly linked to the inherent dignity of the human person, ... requiring the adoption of appropriate economic, environmental and social policies ... oriented to the eradication of poverty and the fulfilment of all human rights for all;</li> <li>No. 15 (2002) on the right to water (articles 11 and 12 of the Covenant), in which the Committee noted, inter alia, the importance of ensuring sustainable access to water resources for human consumption and agriculture in realization of the right to adequate food;</li> <li>No. 26 (2022) on land and economic, social and cultural rights, in which the Committee noted, inter alia, the essential role of ensuring secure and equitable access to, use of and control over land for individuals and communities ... to guarantee the enjoyment of the right to adequate food;</li> </ol> <p>46. <i>Invites</i> Governments, relevant United Nations agencies, funds and programmes ... to cooperate fully with the Special Rapporteur in the fulfilment of his mandate through, inter alia, the submission of comments and suggestions on ways and means of realizing the right to food;</p> <p>47. <i>Decides</i> to continue the consideration of the question at its eightieth session under the item entitled “Promotion and protection of human rights”.</p> |

Example adapted from resolution A/RES/79/171 from the 79th session of the United Nations General Assembly.