



AMERICAN MODEL UNITED NATIONS INTERNATIONAL

Bringing Global Perspectives to Future Leaders

OVERVIEW OF DRAFT REPORTS

How do I go about writing a draft report?

Reports are a comprehensive record of the work of the Commission. As such, the report writing process is ongoing and will occur throughout the Conference. Like resolutions, reports are a collaborative process. Unlike resolutions, only one report is written per topic area.

Each report will have four sections: an executive summary, the resolutions considered by the commission, deliberations, and a record of the substantive votes of the commission.

The executive summary is a high-level briefing on the work the Commission has done this session on the topic area. The resolutions section contains the final text of resolutions for the topic area that were brought to a vote. The deliberations section is the Commission's record of research shared and diplomacy between the Representatives. Finally, the record of the substantive votes details the votes on each resolution.

Representatives will need to work together to ensure the deliberations section accurately reflects the dialogue of the Commission. Representatives may wish to divide this section into several subtopics.

The body itself may split into smaller groups to work on elements of the report. These splits may be informal or formal (see rule 9.6 Formation of Committees). Likewise, the work of the reports may be done out of session through informal caucusing, in Consultative Sessions, and in session through formal debate.

As work is completed, Representatives compile the report in the AMUN Delegate Services system. Special Rapporteurs will work with Representatives throughout Conference to ensure reports fall within purview, accurately reflect the work of the Commission and adhere to AMUN style guidelines.

Like resolutions, each report will need to be reviewed and ultimately accepted by the Rapporteurs before they can be brought to the floor. Once accepted by the Rapporteurs, the report can be brought to the floor for debate and a formal vote for adoption.

Reports Time Line

Saturday

Representatives are encouraged to open debate by narrowing the two topic areas into several subtopics, determine how the work will be divided between the body, and to develop an agenda for subsequent sessions.

Sunday, 4:00 P.M.

Monday, 6:30 P.M.

Designated Representatives will provide a 5 minute update on the Commission's work to ECOSOC.

Monday Evening

Major sections of reports need to be finalized to ensure compiled reports can be reviewed by the Special Rapporteurs.

Tuesday Morning

This is the final session the Commission will meet.

Reports need to be compiled, finalized and accepted by the Special Rapporteurs to be brought to the floor for adoption.

Representatives will need to be designated and then prepare to present the reports to the General Assembly or ECOSOC.

Tuesday Afternoon

Designated Representatives will report to the General Assembly or ECOSOC Plenary Sessions on the reports. After the presentations and subsequent debate, the body will move into voting procedure on all submitted reports.