### 2006 AMUN INTERNATIONAL EXECUTIVE COMMITTEE

Secretary-General Ryan Donovan

Under-Secretary-General for Research Chandra Linton

Deputy-Under-Secretary-General for Research Christina Bates

Under-Secretary-General for Development Sara Mullen

President of the General Assembly Vince Kwan

Vice Presidents of the General Assembly Mary Jo Laws Brendan Tarnay

#### **ACKNOWLEDGMENTS**

The 2006 American Model United Nations Conference would like to gratefully acknowledge the contributions of the following individuals, without whom this *Rules and Procedures* Handbook would not have been possible:

Authors: Christopher Easley Brian Endless Eric Hutson

**Editor-in-Chief:** Brian Endless

**Cover Design:** Camille Sanders Editors: Mary Beth Brennan Matthew J. Corso Ryan Donovan Shannon Dunn Caroline Endless Adam Goldstein Rene Hendrix Justin Holdridge Tim Hoppe

Vince Kwan Mary Jo Laws Chandra Linton Erin Malinowski Jennifer Schiske Paul Sévigny Stacy L. Short William Summitt Adam Wolfe

A special thank you for the printing services provided by: Harlan Aldort, Graphic Design & Printing, Chicago, Illinois

Additional material in Chapter VI, Draft Resolutions, provided by: Mr. Jean Gazarian, United Nations Secretariat, from The General Assembly Video Series

### FOR FURTHER INFORMATION, PLEASE WRITE OR CALL:

American Model United Nations International 5005 West Winona Chicago, Illinois 60630

> Phone: (773) 777-AMUN Fax: (773) 777-1963

E-mail: mail@amun.org Web: www.amun.org

© Copyright July 2006, by American Model United Nations, Inc. Reproduction of any part of this handbook may be made only by written consent of American Model United Nations, Inc.

# American Model United Nations International Rules and Procedures Representative Handbook

This Rules and Procedures handbook is published to assist Representatives in their preparations for the American Model United Nations International Conference. When utilized to complement the students' research on the nation they represent and the topics of discussion, this handbook provides Representatives with all the information they will require to function effectively at the simulation. Its sister handbook, *Issues at AMUN*, provides an overview of the topics which will be discussed at the simulation.

The following pages include many of the logistical items which must be taken into account when attending the American Model United Nations Conference. These are intended as both a guide to help you in pre-conference preparations and to give you direction at the Conference. Please feel free to call or write the Secretariat if you have any questions on these or other issues. Representatives are strongly encouraged to read this guide thoroughly and discuss the items that apply to their delegation(s). This handbook contains the following:

	Tentative agenda	2		
I.	General Conference Information			
	Number of Representatives, Conference Fees, Hotel Information	3		
	Dress Code, Conduct, Badges, Placards, Registration	4		
	Executive Office, Conference Secretariat, Home Government, Delegate Services	5		
	Conference Services, After Hours Events & Representative Dance, Simulations	6		
II.	ROLE PLAYING AND PREPARATION			
	The Representative, Role Playing, Research and Preparation	7		
	• Preparing as a Group, Strategy at the Conference, The Permanent Representative	9		
	The Faculty Advisor, Grading the Model UN Experience	10		
	Delegations That Are "Out of Character"	11		
	Rules of Procedure, General Sources of Information	12		
	Utilizing the Internet	13		
III.	THE INTERNATIONAL PRESS DELEGATION			
	Duties of IPD Reporters, IPD Membership, Utilization of the IPD	14		
IV.	The International Court of Justice			
	Structure of AMUN's ICJ			
	Representative Information, Preparation	16		
	Preparation of Memorials, Preparation of Oral Arguments	17		
	Duties of the Justices	18		
V.	Position Papers			
	• "Internal" Position Papers, "Public" Position Papers, Items to Include in "Public" Position Papers	19		
	Submission of Position Papers	20		
VI.	DRAFT RESOLUTIONS, AMENDMENTS, REPORTS & STATEMENTS			
	Draft Resolutions	21		
	• Points to Consider in Writing Draft Resolutions, Rules for Submission of Draft Resolutions	22		
	Draft Resolution Guidelines, Draft Resolution Format, Amendments, Reports	23		
	Resolution Introductory Phrases, Lending Emphasis to Resolution Phrasing			
	Sample Draft Resolution	25		
	• Security Council Presidential Statements, Sample Statement by the President of the Security Council	26		
VII.	Rules of Procedure: Security Council & Historical Security Council			
VIII	I. Rules of Procedure: General Assembly & ECOSOC			
	ORDER OF PRECEDENCE OF RULES: SECURITY COUNCIL SHORT FORM	43		
	ORDER OF PRECEDENCE OF RULES: GENERAL ASSEMBLY / ECOSOC SHORT FORM	44		



## American Model United Nations International Tentative Agenda 18-21 November 2006

## SATURDAY, 18 NOVEMBER

Noon - 6:00 p.m.	Registration
4:30 p.m 5:30 p.m.	Rules and Role Playing Overview - All Representatives
6:15 p.m 7:00 p.m.	Opening Session
7:30 p.m 10:00 p.m.	GA Committee / Concurrent GA Plenary / Council Sessions
	International Court of Justice Sets Docket and Begins Deliberations (Ongoing)
8:00 p.m 9:00 p.m.	International Court of Justice Advocate Meeting

#### SUNDAY, 19 NOVEMBER

8:30 a.m 12:00 p.m.	GA Committee / Concurrent GA Plenary / Council Sessions
12:00 p.m 1:15 p.m.	Lunch
1:15 p.m 5:00 p.m.	GA Committee / Concurrent GA Plenary / Council Sessions
5:00 p.m 7:00 p.m.	Dinner
7:00 p.m 10:00 p.m.	GA Committee / Concurrent GA Plenary / Council Sessions

### MONDAY, 20 NOVEMBER

8:30 a.m 1:00 p.m.	GA Committee / Concurrent GA Plenary / Council Sessions
1:00 p.m 6:00 p.m.	Free Afternoon
6:00 p.m 9:30 p.m.	GA Committee / Concurrent GA Plenary / Council Sessions
10:00 p.m 2:00 a.m.	Representative Dance

### TUESDAY, 21 NOVEMBER

8:30 a.m 11:00 a.m.	Combined GA Plenary / Council Sessions
11:00 a.m 1:00 p.m.	Lunch
1:00 p.m 3:15 p.m.	Combined GA Plenary / Council Sessions
3:30 p.m 4:15 p.m.	Closing Plenary