



# AMERICAN MODEL UNITED NATIONS INTERNATIONAL CONFERENCE RULES AND PROCEDURES REPRESENTATIVE HANDBOOK

This *Rules and Procedures* handbook is published to assist Representatives in their preparations for the American Model United Nations (AMUN) Conference. When utilized to complement the research students conduct on the nation they represent and the topics of discussion, this handbook provides Representatives with all the substantive 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         |
| <b>I. General Conference Information</b>  |           |
| Number of Representatives, Conference Fees, Hotel Information, Dress Code.....  | 3         |
| Conduct, Credentials, Placards, Registration, Executive Office, Conference Secretariat, Home Government.....  | 4         |
| Delegate Services, Conference Services, After Hours Events & Representative Dance, Safety at AMUN.....  | 5         |
| Simulations.....  | 6         |
| <b>II. Role Playing and Preparation</b>   |           |
| The Representative, Role Playing, Research and Preparation.....   | 7         |
| Preparing as a Group.....   | 8         |
| Strategy at the Conference, The Permanent Representative, The Faculty Advisor.....  | 9         |
| Grading the Model UN Experience, Delegations That Are “Out of Character”.....   | 10        |
| Rules of Procedure, General Sources of Information, Utilizing the Internet.....   | 11        |
| <b>III. The International Press Delegation</b>  |           |
| Duties of IPD Reporters, IPD Membership, Utilization of the IPD.....  | 13        |
| <b>IV. The International Court of Justice</b>   |           |
| What is the International Court of Justice, Structure of AMUN’s International Court of Justice.....   | 14        |
| Representative Information, Preparation, Preparation of Memorials, Preparation of Oral Arguments.....   | 15        |
| Duties of Justices.....   | 16        |
| <b>V. Position Papers</b>   |           |
| “Internal” Position Papers, “Public” Position Papers, Items to Include in “Public” Position Papers.....   | 17        |
| Submission of Position Papers, Position Paper Award Certificates.....   | 18        |
| <b>VI. Draft Resolutions, Amendments, Reports &amp; Statements</b>  |           |
| Draft Resolutions.....  | 19        |
| Points to Consider in Writing Draft Resolutions, Rules for Submission of Draft Resolutions, Draft Resolution Guidelines, Draft Resolution Format, Amendments..... | 20        |
| Reports, Sample Table of Contents for Reports.....  | 21        |
| Resolution Introductory Phrases, Lending Emphasis to Resolution Phrasing.....   | 22        |
| Security Council Presidential Statements, Sample Statement by the President of the Security Council, Sample Completed Amendment Form.....                         | 23        |
| Sample Draft Resolution.....  | 24        |
| <b>VII. Rules of Procedure: Security Council &amp; Historical Security Council.....</b>   | <b>25</b> |
| <b>VIII. Rules of Procedure: General Assembly &amp; ECOSOC.....</b>   | <b>31</b> |
| Order of Precedence of the Rules: Security Council Short Form.....  | 39        |
| Order of Precedence of the Rules: General Assembly/ECOSOC Short Form.....   | 40        |