

1. Roll Call & Reaching Quorum

What is Roll Call?

Roll call is like attendance at the start of each committee session.

The Chair reads out every country's name, and delegates respond with either:

- "Present" – you can vote yes, no, or abstain.
- "Present and Voting" – you can only vote yes or no (no abstentions allowed during voting).

What is Quorum?

Quorum means there are enough delegates in the room to start committee.

At least one-third of all assigned countries must be present. If quorum is reached, the Chair officially opens debate.

2. Opening Speeches

After quorum is reached, each delegate gives a short opening speech (usually 1 minute).

These speeches introduce:

- Your country's position on the topic.
- Your main concerns and goals.
- Your initial alliances or direction.

Example:

"Honorable Chair and distinguished delegates, the Republic of Kenya believes that climate finance must be prioritized in this committee. We encourage international cooperation to support sustainable development across Africa."

Tips:

- Don't use "I" or "me." Say "we," "our delegation," or refer to your country.

- Be confident, formal, and direct.
 - This is your chance to be noticed early.
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3. Opening the General Speakers' List (GSL)

Once all opening speeches are done, a delegate motions to open the General Speakers' List (GSL).

What is the GSL?

- The GSL is the default format of debate.
- Delegates approach the floor (stage) and speak one by one to the full room.
- Each session must start with the GSL.
- There should always be at least three speakers on the list.

How to Speak:

The chair will open up the GSL and will ask for placards to be raised if a delegate

If you want to be added later, write a note to the Chair asking to be added to the GSL.

Each speech typically lasts 1–2 minutes.

Purpose:

- To share your country's general stance.
 - To build momentum toward more specific solutions.
 - To shape the direction of debate.
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4. Moderated Caucuses (Mods)

What Is a Moderated Caucus?

- A fast-paced, focused discussion on a specific sub-topic.

- The Chair calls on speakers in order for short, timed speeches (30-90seconds).
- Delegates stand in their place and address the committee. No cross-talking between delegates. The chairs moderate the debate.

How to Motion:

Motion for a 10-minute moderated caucus with 30-second speaking time on vaccine distribution challenges in conflict zones."

Why Are Moderated Caucuses Important?

- They break the agenda into manageable pieces.
- Every solution in your resolution paper must be formally discussed during a mod.
- They help the committee fully explore the agenda in a structured way.

Example Subtopics:

- Legal status of climate refugees
- Sharing technology across borders
- Funding mechanisms for education access

Tip:

Plan mods to cover all aspects of the agenda: causes, effects, actors involved, and potential solutions.

5. Unmoderated Caucuses (Unmods)

What Is an Unmoderated Caucus?

- A freeform break from structured debate. The chairs do not moderate discussions.
- Delegates can move around the room and talk in groups.
- Used for:
 - Forming blocs
 - Writing working papers or draft resolutions

- Merging ideas with other groups

How to Motion:

“Motion for a 15-minute unmoderated caucus to begin working on a resolution draft.”

Tips for Unmods:

- Use time wisely — this is where the real progress happens.
 - Join a bloc with similar views.
 - Start outlining your working paper.
 - Choose who will sponsor or sign the paper.
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6. Working Papers & Draft Resolutions

Working Paper:

- An informal, early draft of your ideas.
- Shared within a bloc.
- Not yet formatted or officially recognized.

Draft Resolution:

- A formal document proposing solutions.
- Must be submitted to the Chair for approval.
- Includes:
 - Sponsors (authors of the resolution)
 - Signatories (supporters who want to see it discussed)

IMPORTANT:

Your resolution paper can only include solutions and ideas discussed during moderated caucuses.

If a clause was never formally debated, it may be removed by the Chair.

Example:

If you had a moderated caucus on “youth education in refugee camps,” your resolution can include ideas related to education — but not new topics like border security unless they were debated too.

7. Closing Debate & Voting Procedure

Once a resolution has been debated, a delegate may motion to close debate and move to a vote.

Voting Procedure:

- The room goes silent. No passing notes. No leaving the room.
- The Chair explains the voting procedure.
- Delegates vote yes, no, or abstain (unless “present and voting”).

What Happens:

- If the resolution passes, debate on the agenda ends.
 - If it fails, the committee continues debating or considers other drafts.
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8. Committee Language & Professionalism

Always speak formally:

- Use “we,” “our delegation,” or your country’s name.
- Never say “I,” “me,” or “my country thinks.”

Correct:

We believe this clause addresses the needs of developing nations.”

Incorrect:

wrote this part because I think it’s important.”

General Tips:

- Refer to other delegates respectfully: “the delegate of France,” not “France guy.”
 - Speak clearly and avoid slang or casual language.
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9. The Authority of the Chair

Chairs are the final authority in the room.

- They interpret the rules of procedure.
- They approve or reject motions.
- They can adjust speaking times, deny motions, and enforce decorum.
- Their word is final, and all delegates must respect their rulings.

Why It Matters:

- Chairs ensure fairness, order, and productivity.
 - Even if a rule isn't in the handbook, the Chair can make a call based on context.
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