



BEGINNER'S GUIDE

YOUR LAUNCHPAD TO MUN
CONFIDENCE

**UNITY MUN
2025**



ABOUT US

What We Are

UNITY MUN, powered by Legal Latitude Bharat, is more than just a Model United Nations. It is a global platform designed to inspire, educate, and empower young minds to think critically and act confidently. By blending diplomacy, debate, and leadership training, UNITY MUN equips students with the tools to shape their ideas into solutions aligned with the United Nations' Sustainable Development Goals.

We believe every student, no matter their background, deserves the chance to experience the power of international collaboration. With delegates from 12+ countries and a community of 300+ learners, UNITY MUN is where future leaders find their voice.

What We Do

At UNITY MUN, we make international exposure accessible and inclusive by offering:

- A structured, affordable, and high-quality online MUN experience for students everywhere.
- Training sessions with experienced MUNers, plus recordings for continued learning.
- A dedicated committee for first-time participants, ensuring beginners feel supported and confident.
- A global peer network to exchange perspectives and build lasting connections.

By balancing debate, skill development, and mentorship, UNITY MUN nurtures diplomacy, critical thinking, and leadership that lasts far beyond the conference.

Instagram- @unitymun.in

Registration link-

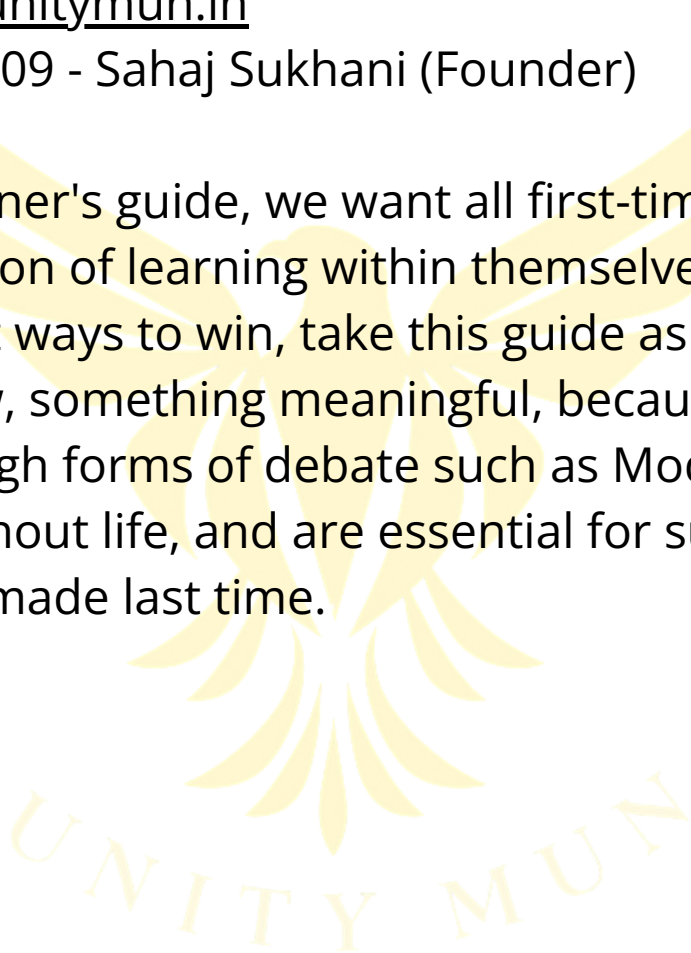
https://docs.google.com/forms/d/e/1FAIpQLSft5pTJ8cXQo7eTRpOtBvq9AMUw4qbw7ow7rKwFHN8k1CreEQ/viewform?usp=send_form

Have queries? Go on-

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+91 98998 13309 - Sahaj Sukhani (Founder)

With this beginner's guide, we want all first-time delegates to open a horizon of learning within themselves. Instead of worrying about ways to win, take this guide as a way to learn something new, something meaningful, because the skills acquired through forms of debate such as Model UN stay with us throughout life, and are essential for success in today's world. made last time.

A large, faint, yellow watermark logo is centered in the background. It features a stylized sunburst or flower-like design with multiple petals or rays emanating from a central point. Below the graphic, the words "UNITY MUN" are written in a semi-circular arc, with "UNITY" on the left and "MUN" on the right, in a serif font.

INTRODUCTION TO MUN

The United Nations is an intergovernmental organization whose purposes are to maintain international peace and security, develop friendly relations among nations, achieve international cooperation, and be a center for harmonizing the actions of nations

What is MUN (Model United Nations) ?

A Model United Nations (MUN) is a simulation of the United Nations where participants, typically students, take on the roles of diplomats or delegates representing different countries. They engage in discussions, debates, and negotiations to address global issues, draft resolutions, and attempt to resolve international challenges.

Why MUNs ?

Participating in a MUN enhances public speaking, negotiation, and leadership skills while fostering global awareness. It develops critical thinking, teamwork, and diplomacy as delegates solve global issues. MUN provides networking opportunities, boosts confidence, many perks and prepares participants for careers in law, politics, and international relations, making it both educational and impactful. MUN offers various perks to delegates such as:

- Cash Prizes
- Certificates
- Networking Opportunities and much more !!

Who is a “delegate” ?

You are a delegate

Delegates are individuals who represent a country, organization, or entity in a conference. Their primary role is to articulate the views, policies, and interests of the group they represent. They research their assigned country's stance on various global issues and advocate for those positions during debates, discussions, and negotiations.

In some other committees like the Youth Parliament or Lok Sabha, delegates represent other organizations or political figures, essentially acting as members of that body.

Delegates must always consider themselves in the third person and must refrain from using first-person pronouns such as "I". If you are representing the country India, you'll address yourself in the UN committee as "The Delegate of India."

What are Committee's ?

Committees refer to simulated versions of real-world bodies or agencies within the United Nations or other international organizations. These committees serve as platforms where participants (delegates) represent specific countries or entities to debate, discuss, and find solutions to global issues. Each committee has its own agenda, rules of procedure, and goals, tailored to its specific focus or theme. The number of delegates can vary depending on which committee you have selected. There are many types of committees in a MUN.

Types Of Committees:

UN Committees

UN organs, bodies or agencies addressing broad global issues or specific topics

Crisis Committees

Fast-paced, dynamic committees dealing with ongoing crises, historical events, or futuristic scenarios. Delegates often role-play individuals rather than countries.

Press Corps

Delegates simulate journalists, reporting on the committees' proceedings and events through articles, interviews, or news reports. Other subsidiaries are as photography & caricature

Other Specialized Committees

These include less conventional or non UN-based committees. Such including:

- **Fictional Committees:** Based on books, movies, or fictional scenarios.
- **Historical Committees:** Focus on real historical events or debates.
- **Corporate Committees:** Simulate global corporation or boards (e.g., World Economic Forum).

Double Delegation Committee

Committees where two delegates represent a single country or role, often seen in GA or larger bodies.

What is an Agenda?

An agenda is a global topic that reflects real-world issues discussed in the UN. The agenda can be broad (e.g., climate change) or more specific (e.g., cybercrime in Southeast Asia).

What is a Portfolio?

Your portfolio is your identity that you will represent in an MUN.

You cannot go by your original name; hence, you are given your portfolio as your identity there.

It can either be a nation in conventional/international committees or a political leader in Indian committees.

What is the Executive Board (EB)?

The EB (Executive Board) is the one who regulates and moderates the committee proceedings, ensures adherence to rules of procedure, and facilitates fruitful discussions among delegates, along with marking delegates for their quality of debate for the final award list

RULES OF PROCEDURE

1) ROLL CALL

Every committee session starts with the roll call, without which a quorum cannot be established. No debate can ensue without a quorum being established. A delegate may change his/her roll call in the next session the roll call takes place. During the roll call, the country names are called out in alphabetical order, and the delegate can answer by saying either "Present" or "Present and Voting."

~ Present :

A delegate can vote yes, no, or abstain for a draft resolution when he/she answers the roll call with "Present."

~ Present & Voting :

A delegate is bound to vote decisively, i.e., in a yes or no, only if he/she has answered the roll call with "Present and Voting." A delegate cannot abstain in this case.

2. MOTIONS

Motions change what the committee is doing and generally require a vote

2.1 EXAMPLES OF MOTIONS:

Motion to Open Debate: Formally begins discussion on a chosen topic, allowing delegates to present their positions and arguments.

Motion to Set the Agenda: Determines the order in which topics will be addressed during the session, giving structure to the debate.

Motion for a Moderated Caucus: Calls for focused discussion on a specific sub-topic, with the Chair recognizing delegates one by one for short speeches within a set time frame.

Motion for an Unmoderated Caucus: Suspends formal debate rules for a set period, allowing delegates to move freely, negotiate, and collaborate on ideas or documents.

Motion to Introduce a Draft Resolution: Brings a written proposal to the floor for official debate and consideration by the committee.

Motion to Close Debate: Ends formal discussion on the current topic, moving the committee directly into the voting procedure.

Motion to Adjourn: Concludes the session entirely, pausing work until the next scheduled meeting.

GENERAL SPEAKER'S LIST:

"The Delegate of XYZ would like to raise a motion to establish the general speaker's list with individual speaker's time being () seconds."

MODERATED CAUCUS:

"The Delegate of XYZ would like to raise a motion to suspend the formal debate and move into a moderated caucus on the topic () for a total time of () minutes, with individual speaker's time being () seconds."

UNMODERATED CAUCUS:

"The Delegate of XYZ would like to raise a motion to suspend the formal debate and move into an unmoderated caucus for a total time of () minutes."

ADJOURNMENT:

"The Delegate of XYZ would like to raise a motion to adjourn the committee."

3. DEBATE

3.1. Formal Debate:

GSL (GENERAL SPEAKER'S LIST)

PSL (PROVISIONAL SPEAKER'S LIST)

3.2. Informal Debate:

MOD (MODERATED CAUCUS)

UNMOD (UNMODERATED CAUCUS)

3.1.1. GSL (GENERAL SPEAKER'S LIST):

A General Speaker's List (GSL) is the backbone of the committee session. Speakers on the list, when granted permission by the chairperson, can express their views on the topic in discussion.

The list will run throughout the committee sessions until it is exhausted or a motion to close the debate is passed. When the committee begins, the chair will create a list of delegates who wish to give speeches. These speeches are typically about how each country feels about the topic and range from 1-2 minutes long.

The first time you speak on the speakers list is referred to as your opening speech. You should prepare this speech before the conference

3.1.2 PSL (PROVISIONAL SPEAKER'S LIST):

A PSL is usually established in an attempt to convince fellow delegates whether to support or not support a motion, citing reasons and arguments for or against it. These reasons might be based on foreign policy or even the scope of the debate.

Speakers are recognized by the Executive Board to speak for and against (alternately) the motion at hand. The Executive Board decides the number of speakers for and against and specifies the individual speaker's time.

3.1.3. YIELDS 1.YIELD TO EB:

The delegate yields their time to the chair, and it is utilized by them.

2. YIELD TO POI:

On the basis of the time left, the Executive Board decides how many brackets of questions can be entertained for the speaking delegate.

3. YIELD TO ANOTHER DELEGATE:

This yield is very important for showing your lobbying, but never ever yield being a delegate, get yields by delegate; it is basically if a speaker has some time left, he gives the remaining time to another delegate who convinced him to give his floor time.

3.2.1. MOD (MODERATED CAUCUS):

A moderated caucus is a motion which can be passed when the floor is open. When it is passed, the committee will temporarily depart from the general speaker's list to discuss specific topics regarding the agenda. Unlike the general speaker's list, which is more general, speeches made in a moderated caucus should closely relate to the purpose of the caucus, that is, the specific topic chosen for the moderated caucus. The Motion for Moderated Caucus must state the total length, the individual speaking time, and the topic for discussion.

3.2.2. UNMOD (UNMODERATED CAUCUS):

An unmoderated caucus is also a motion. When it is passed, the committee will temporarily depart from the general from the general speaker's list. Unlike moderated caucus, as is suggested by its name, it is unmoderated, meaning a purpose is not required. Delegates are allowed to walk around the committee, and talk to other delegates, lobby & form alliances. Motion for Unmoderated Caucus must state the time, and may state a purpose where the time asked for may seem excessive. It is not moderated by the Executive Board Panel.

4. POINTS

Points are interjections in/during the debate and are used to discuss something outside of substantive debate.

4.1. POINT OF PERSONAL PRIVILEGE :

This point can be raised when a delegate experiences some personal discomfort during the committee. eg: If a delegate is unable to hear the speaker then he can convey the same to the Presiding Officer by raising the 'Point of Personal Privilege'. **Note:** This and only this point can interrupt a speaker!

4.2. POINT OF INFORMATION :

This point can be raised to ask questions pertaining to a fellow delegates speech. Note: This cannot interrupt a speaker.

4.3. POINT OF ORDER:

This point can be raised to state any factual inaccuracy in a fellow delegate's speech.

4.4. POINT OF PARLIAMENTARY INQUIRY:

This point can be raised by a delegate if he has any doubt regarding the 'Rules of Procedure' or any other doubts regarding the functioning of a committee.

4.5. RIGHT OF REPLY:

This point is used where you believe there has been some insult or threat to your national integrity or sovereignty. If the Chair rules it in order, you will get the opportunity to reply outside of the speaker's list.

5. CHITS:

Chits are an effective way of communication with the executive board or other delegates. Sometimes delegates are unable to complete their speeches. Sometimes delegates have a lot of research but do not get a chance to speak on all the sub-topics. Therefore, in Model UN, delegates use chits to send their research to the executive board or other delegates.

5.1. SUBSTANTIVE CHIT:

Substantive chits are used to send research to the executive board. Most of these chits should highlight a delegate's logical assessment of the problem, its causes and possible solutions.

5.2 VIA EB CHIT TO ANOTHER DELEGATE:

Delegates can send chits to other delegates to ask questions or send replies. If you want the executive board to take into account your question through chit or your response through chit, then please send the chit via the EB. This way, they can mark you for it.

5.3 DELEGATE TO DELEGATE CHIT (NOT VIA EB):

Delegates can send chits to other delegates personally as well for negotiations or lobbying.

6. DOCUMENTATION:

Documentation helps in showing your decision making ability at MUN's, as the speeches you give shows your verbal and mindful ability, the lobby and negotiations you do shows your diplomatic ability, etc. Similarly documentation shows how you jot down your important points in a relevant and a crisp, concise manner.

THERE ARE 8 TYPES OF DOCUMENTS:

1. Position Paper
2. Press Release
3. Working Paper
4. Agreement - Bilateral and Multilateral
5. Report
6. Statement
7. Communique
8. Draft Resolution

1. POSITION PAPER:

A position paper is a document describing a topic, your country's position, and possible solutions.

A position paper must include:

1. Background of the agenda
2. History of the agenda with respect to your country
3. Stance and role of your country in agenda
4. Researching positions of key countries (opponents and allies)

2. PRESS RELEASE:

The press release is a document designed to communicate a delegation's stance on specific issues discussed in the committee and to provide insights into the actions taken during the conference.

3. WORKING PAPER:

A working paper is a carefully-drafted single sentence asking the assembly to express an opinion, affirm a policy, or take an action. It is a formal proposal made to the assembly by a delegate or group of delegates.

4. AGREEMENTS - BILATERAL AND MULTILATERAL :

As the name suggest, bilateral agreement focuses on joint statement of two countries or alliances on the other hand, multilateral agreement focuses on the joint statement of more than two countries or alliances

5. REPORT :

Report is basically the summary what happened in the committee and what final conclusion was reached.

6. STATEMENT - Unilateral and Joint:

Works in same nature as agreements

7. COMMUNIQUE:

As the name suggests, it is unanimous between countries with no country voting against it, and can consist of anything related to the agenda and the committee.

8. DRAFT RESOLUTION:

A draft resolution is a document written during a conference that addresses the issues a committee is discussing and contains the solutions to that issue a group of delegates developed.

PARTS OF DRAFT RESOLUTION:

8.1. SPONSORS AND SIGNATORIES

Sponsors are delegates who have actively contributed to the drafting of the resolution. They are listed at the beginning of the draft resolution and are considered the main proponents of the document. Typically, sponsors are responsible for presenting the resolution during the formal debate.

Signatories are delegates who support the draft resolution's discussion, but may not have been directly involved in its drafting. They add their names to the resolution to show their endorsement and willingness to discuss and debate the content.

8.2. CLAUSES

8.2.1. PREAMBULATORY CLAUSES :

Preambulatory clauses provide the background information and context for the issue being addressed in the resolution.

Preambulatory clauses help set the stage for the resolution and establish a common understanding of the problem.

8.2.2. OPERATIVE CLAUSES :

Operative clauses are the actionable components of the resolution that outline the proposed solutions and specific actions to be taken by the international community or relevant stakeholders.

Each operative clause represents a distinct action or step that contributes to addressing the issue.

SAMPLE PREAMBULATORY CLAUSES :

Acknowledging, Affirming once again, Alarmed, Appreciating, Conscious of, Convinced of, Deploring, Desiring to, Determined, Emphasizing the importance of, Encouraged by, Expressing concern, Expressing its determination, Expressing its desire, Fully convinced,

Fully convinced, Gravely concerned, Guided by principles, Mindful of, Noting with approval, Recalling with appreciation, Recognizing the need, Regretting, Reiterating its conviction, Stressing, Taking note of, Welcoming with satisfaction

OPERATIVE CLAUSES:

Adopts, Appeals to, Authorizes further, Calls for, Condemns in the strongest terms, Decides, Declares, Deplores further, Designates accordingly, Determines, Directs, Encourages strongly, Endorses fully, Expresses its concern, Expresses its willingness, Further decides, Further emphasizes, Further requests, Invites, Proclaims, Reaffirms once again, Reminds all parties, Requests urgently, Resolves, Stresses, Supports fully, Urges, Welcomes with appreciation

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8.3. AMENDMENTS :

An amendment is a written statement that adds, deletes or changes an operative clause in a draft resolution. The amendment process is used to strengthen consensus on a resolution by allowing delegates to change the operative clauses (the pre ambulatory clauses cannot be modified).

8.3.1. FRIENDLY AMENDMENTS :

A friendly amendment is a change to the draft resolution that all sponsors agree with. After the amendment is signed by all of the draft resolution's sponsors and approved by the committee chair, it will be automatically incorporated into the resolution.

8.3.2. UNFRIENDLY AMENDMENTS :

An unfriendly amendment is a change that some or all of the draft resolution's sponsors do not support and must be voted upon by the committee. This also refers to delegates who did not write this resolution at all but see potential in it as long as several changes are made to it.

8.4. VOTING :

The voting procedure is a substantive vote for everyone except those countries which said that they are "Present and Voting". Meaning, that everyone who said that they are present at the roll calls gets to either vote "Yes", "No", or gets to abstain. You are furthermore not allowed to abstain if you are a sponsor for the Draft Resolution at hand.

Once voting is completed, and a proposal has been passed, it becomes the resolution of the committee, at which point the council will move on to the next topic that was on the agenda. If it should however fail, the Draft Resolution next to the first one will be voted on. Once one has been approved, or all have been voted on, one moves on to the next topic.



WHAT TO DO BEFORE THE COMMITTEE?

Before the MUN Conference, Delegates engage in several important activities in order to prepare themselves for the conference.

1. RESEARCH :

Understand the assigned country or delegate's position on various global issues.

Study the country's history, foreign policy, and stance on topics relevant to the conference.

Research the committee's agenda items to gain in-depth knowledge about the issues at hand.

Analyze previous resolutions and actions taken by the UN or relevant bodies on similar topics.

CREDIBLE SOURCES

Official website of United Nations and its agencies
Past UN documents and resolutions found in the online archives of the UN

Official website of country including its ministries and government agencies.

Note: A few executive board members may also allow news articles from Reuters as credible sources

TRUSTED NEWS SOURCES :

Reuters : <https://www.reuters.com/>

Government Reports:

- Government websites
- Ministry of Foreign Affairs
- Reports from Permanent Representatives to the UN
- Reports from multi-lateral organizations (e.g., NATO, ASEAN, OPEC)

UN Reports from UN Bodies:

- United Nations Security Council (UNSC)
- United Nations General Assembly (UNGA)
- United Nations Human Rights Council (UNHRC)
- United Nations Educational, Scientific and Cultural Organization (UNESCO)
- World Health Organization (WHO)

UN-Affiliated Bodies:

- International Committee of the Red Cross (ICRC)
- International Atomic Energy Agency (IAEA)
- World Bank
- International Monetary Fund (IMF)
- International Criminal Police Organization (INTERPOL)

Study Guides:

- Familiarize yourself with conference-specific rules, procedures, and formats.
- Read the conference Background Guide, which provides context and outlines the committee's agenda.
- Study the rules of procedure to understand how sessions are conducted, how to make speeches, and how to submit resolutions.

3. LOBBYING:

Engage in pre-conference diplomacy by reaching out to other delegate to build alliances, find common ground on issues and discuss topics and ideas for moderated caucus. This will be done through your WhatsApp groups

4. POSITION PAPER :

Write a position paper representing your country's stance on the committee's agenda items.

Clearly articulate the country's policies, past actions, and proposed solutions to the issues at hand.

Ensure the paper adheres to the conference's specific guidelines for format and content.

5. GSL (GENERAL SPEAKER'S LIST) :

Delegates are expected to prepare their GSL speech prior to the committee day.

OTHER SOURCES TO RESEARCH :

UN Archives: <https://archives.un.org>

UN Digital Library: <https://digitallibrary.un.org/>

CIAs World Factbook: <https://www.cia.gov/the-worldfactbook/>

Anywhere on the "internet". Don't use Wikipedia