

MUN GUIDE

Beginner's Guide to Model United Nations:

Welcome, Delegates!

This guide is your essential companion as you step into the role of a UN delegate as well as Indian Committees. It will provide you with a structured understanding of:

- The role and responsibilities of a delegate
- Developing country profiles and foreign policies
- Effective research and preparation
- Crafting impactful speeches
- Mastering motions, points, and yields
- Drafting documents and handling paperwork

Becoming a Delegate

Congratulations on your new role! The portfolio and the committee is always by the Secretariat of the conference that you have applied for. Representing your country requires dedication, knowledge, and a strong sense of responsibility. Here's how to start:

Create a Country Profile

A comprehensive country profile includes:

- Official country name
- Government system (e.g., democracy, monarchy)
- Head of State (President, Prime Minister, or Monarch)
- Key officials (Ambassadors, Ministers, etc.)
- Capital city, states, and major regions
- Demographics (population, religions, ethnicities)
- Financial indicators (GDP, trade statistics)

Uphold National Integrity

It is vital to represent your country with pride and to defend its reputation during debates. Show respect while asserting your nation's stance.

Understanding Country and Foreign Policy

Country Policy

A nation's country policy defines its stance on domestic and international matters. For instance, India's secular framework ensures equal treatment of all religions.

Foreign Policy

This includes a country's strategies for interacting with the global community, covering alliances, treaties, and stances on international issues.

Key components to research:

- Speeches by government leaders
- Initiatives related to the agenda
- Relevant historical and contemporary events
- International agreements and conventions

Research and Preparation

Effective preparation is key to your success. Follow these steps:

1. Committee Outline

Understand your committee's scope. For example, the UN Commission on the Status of Women focuses on issues affecting women and girls exclusively.

2. UN Charter

Familiarize yourself with the UN Charter to understand its principles, such as sovereign equality and peaceful conflict resolution.

3. Agenda Breakdown

Divide the main agenda into smaller components for detailed analysis (e.g., for racial discrimination: causes, laws, solutions).

4. Country's Stance

Study your country's official position on the agenda using government publications and trusted sources.

5. Reliable Sources

Use verified resources like UN documents, government reports, and reputable news outlets (e.g., Reuters, Amnesty International).

Speeches

- General Speakers List (GSL)

This introductory speech outlines your country's perspective on the agenda and potential solutions. Typically limited to 90–120 seconds, it follows this structure:

1. Greetings to the chair, vice-chair, and fellow delegates.
2. Present your country's stance using facts, data, and logic.
3. Propose solutions aligned with national interests.
4. Call for global cooperation.

- Moderated Caucus

These shorter speeches focus on subtopics of the agenda. Structure:

1. Highlight your country's view on the subtopic.
2. Briefly analyze the subtopic.
3. Propose concise solutions.

Motions in MUN

A motion is a formal proposal for procedural actions. Key motions include:

- Set the Agenda: Define the focus of discussions.
- Roll Call: Establish the presence of delegates.
- Set Speaker's Time: Adjust the default time for speeches.
- Moderated Caucus: Request structured debate on subtopics.
- Unmoderated Caucus: Allow informal discussion and collaboration.
- Introduce Draft Resolution: Submit a draft resolution for discussion.
- Close Debate: Conclude discussions and move to voting.
- Suspend Meeting: Take a temporary break.
- Adjourn Meeting: End the session permanently.

Model United Nations: Lok Sabha Committee Guide

This guide provides a comprehensive overview of the rules and procedures to be followed in the Lok Sabha committee during a Model United Nations conference. Delegates are expected to adhere to these guidelines to ensure smooth and effective functioning of the session.

1. Seating Arrangement

The chamber's layout should replicate the Lok Sabha as closely as possible:

- The ruling party members sit to the right of the Chair.
- The opposition and allied members sit to the left.
- Both sides should have an equal or nearly equal number of members.

2. Language

- Lok Sabha is a bilingual committee where both **Hindi and English** are permitted.
- A single language should be used throughout any speech or debate.

3. Procedure Overview

The three-day session of the Lok Sabha committee follows this structure:

1. National Anthem
2. Oath of the Speaker
3. Statements by Members
4. Discussion Hour
5. Question Hour
6. Zero Hour
7. Introduction of Bills
8. Reading of Bills (discussion and amendments)
9. Voting (simple majority)

Note:

- A **15-minute adjournment** or informal session can be granted at the Chair's discretion.
- If no bills are available, the session will revert to the Discussion Hour.
- The Chairperson may modify the day's sequence and must announce any changes by the end of the previous day.

4. Oath or Affirmation

Every newly elected member must take an oath at the session's commencement:

"I, [Name], having been elected/nominated as a member of the Lok Sabha, swear in the name of God/solemnly affirm that I will bear true faith and allegiance to the Constitution

of India, uphold its sovereignty and integrity, and faithfully discharge the duties upon which I am about to enter.”

5. Statements by Members

After confirming quorum, the Speaker will invite eight members (four from the ruling party and four from the opposition) to make statements:

- The **Leader of the House** speaks first, and the **Leader of Opposition** speaks last.
- Each member has **two minutes** to speak.
- Agendas for the Discussion Hour may be submitted after the first two statements.
- All parliamentary points (e.g., points of information) are allowed during this time.

6. Discussion Hour

A **Discussion Hour** is allocated to debate sub-agendas submitted by members. Key points:

- Each sub-agenda is debated for a maximum of **30 minutes**.
- Agendas must be submitted before the session begins.
- The Speaker will prioritize agendas in the order they are received.
- A sub-agenda requires **1/5th of the House's support** and a simple majority vote to proceed.

Note: All parliamentary points except **points of information** are permitted during this time.

7. Question Hour

During the **Question Hour**, members can ask questions on agenda-related matters or national emergencies:

- Questions must be submitted in writing to the Speaker for approval.
- Questions can be:
 - **Starred (oral answers)**
 - **Unstarred (written answers)**
- Rules for Starred Questions:
 - A maximum of **two starred questions per member per day** is allowed.
 - Supplementary questions may be asked with the Speaker's permission.
- Rules for Unstarred Questions:

- A maximum of **20 unstarred questions per member per day** is allowed.

Questions should be concise, relevant, and free from inflammatory or defamatory content.

8. Zero Hour

Zero Hour follows Question Hour and allows members to raise urgent matters without prior notice:

- Questions can pertain to the agenda or national emergencies.
- The Speaker may extend Zero Hour as needed.
- The Government is not obliged to respond but is encouraged to address relevant concerns.

Note: All points except **points of information** are allowed during Zero Hour.

9. Calling Attention Notice

This notice addresses urgent matters of public importance. Procedure:

- Submit the notice in writing to the Speaker.
- The Speaker calls upon the concerned Minister to respond.
- Members may seek clarifications based on the Minister's statement.

10. Adjournment Motion (Optional)

An adjournment motion is used to discuss matters of urgent national importance. To be admissible, the issue must:

1. Be specific and of public importance.
2. Require immediate attention.

11. No-Confidence Motion (Optional)

This motion allows members to challenge the Government's authority.

- It cannot be raised before the second day of the committee.
- Requires the support of **40 members** to be admitted.
- The Prime Minister may respond to the charges, followed by a reply from the mover.
- A simple majority vote decides the outcome.

12. Legislative Business

The process for passing bills includes three readings:

1. **First Reading:** Introduction and motion for consideration.
2. **Second Reading:** Clause-by-clause discussion and amendments.
3. **Third Reading:** Final vote on the bill.

13. Parliamentary Privileges

Members can use the following points at appropriate times:

- **Point of Order:** Raise concerns about procedural irregularities.
- **Point of Inquiry:** Seek clarification on parliamentary procedures.
- **Point of Personal Privilege:** Address personal discomfort.
- **Right to Reply:** Respond to grave allegations.

14. General Guidelines

- **Dress Code:** Indian or Western formal attire (Indian wear encouraged).
- **Technology:** Laptops, tablets, and phones are allowed, but internet use is prohibited.
- **Respect:** Members must respect the Chair and abide by their rulings.
- **Conduct:** Statements or debates targeting any religion or community are prohibited and may result in temporary expulsion.

POINT TO REMEMBER: POINTS and YEILDS ARE SIMILAR FOR BOTH UN AND INDIAN COMMITTEES