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### 1. LETTERS FROM THE SECRETARIAT

#### LETTER FROM THE SECRETARY GENERAL SARA HAAG

Dear delegates, members of the jury, advisors, staff, and observers,

It is a true privilege to welcome you to CERVMUN X as your Secretary-General. For ten years, this conference has been one of the beating hearts of our school, creating spaces of excitement, pride, and growth. What began as a small event has flourished year after year thanks to the vision of ambitious leaders who saw its potential and carried it to this milestone tenth edition—an edition that Valentina and I are honored to coordinate

As Shannon L. Alder once wrote, "Carve your name on hearts, not tombstones. A legacy is etched into the minds of others and the stories they share about you." CERVMUN is more than an academic event: it is a space that leaves a lasting impact on its participants, motivating them to pursue personal growth and creating unforgettable experiences that remain in their hearts.

I have no doubt that each of our delegates will rise as remarkable debaters—capable of defending their positions with respect, integrity, and above all, a deep passion to excel and to make an impact with every intervention they deliver.

Finally, never forget that a true leader is not the one who silences others, but the one who inspires and empowers them to raise their own voices.

With gratitude and great enthusiasm, I welcome you to this conference.

Welcome to CERVMUN X.

Sara Sofia Haag García 3012990093 shaaggarcia@gmail.com









### LETTER FROM THE SECRETARY GENERAL VALENTINA ACOSTA

It is an honor for me to address you as the Secretary-General of a model that has seen me grow and has become my happy place.

Valentina from fourth grade, who entered her first Model full of expectations and fear, would be proud to know that seven years later she achieved a goal that once seemed out of reach.

Since the moment I joined Model United Nations, I knew the impact it would have on my life. That is why today, to those who will be participating in CERVMUN as their first conference, I thank you for trusting us, you will not regret living this enriching experience. To those who have already participated, it is a pleasure to continue contributing to your journey and to ensure that this model serves as a reminder of everything you are capable of achieving.

To be the one leading the tenth edition is more than a privilege for me. This conference represents ten years marked by the dreams, dedication, and vision of all those who have believed in this project. Delegates, this experience, prepared together with Sara and an extraordinary team, has been designed to meet your expectations. We are certain that you will grow as individuals, strengthen your skills, and propose solutions that will help shape the future of our society.

Make every intervention reflect who you are, allow mistakes to become lessons, and let your successes be a source of pride. Do not be afraid to make mistakes, because that is also part of this journey. Just as I once experienced, I hope each of you finds in CERVMUN a place to take risks, to grow, to shine, and to build friendships that will turn into family.

Can't wait to see you at CERVMUN X: Unlock the Vision, Build the Legacy

Sincerely,

Valentina Acosta Díaz

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### 2. LIST OF COMMITTEES

(5 COMMITTEES IN ENGLISH AND 4 IN SPANISH)

- 1. Historical Security Council María Paula Royero
  - **Topic A:** The Korean War (1950-1953) The Beginning of Cold War Armed Conflicts.
  - **Topic B:** The Suez Crisis (1956) The Decline of Colonial Powers and Cold War Tensions.
- 2. Disarmament and International Security Committee (DISEC) -Jorge Quintero
  - **Topic A:** The Emerging Threat of Military Expansion on the Moon
  - **Topic B:** The Increasing Role of Autonomous and Remote-Controlled Weapons in Warfare.
- 3. UN Women -Sara Ricardo
  - **Topic A:** Addressing the Protection and Reintegration of Women and Girls Affected by Gang Violence and Organized Crime in Central America.
  - **Topic B:** Evaluating marital rape laws and victim protection in India.
- 4. Organización de los Estados Americanos (OEA) Angelee Robinson
  - **Tema A:** La exclusión de Cuba de la OEA: ¿Justicia ideológica o violación a la soberanía?
  - **Tema B:** El rol de la OEA frente a regímenes no democráticos en América Latina.
- 5. Council on Emergency Security Affairs (CESA) -Liam Bornhoft
  - **Topic A:** Council of the Last Command: The Pyongyang mandate
- 6. Convención Nacional Bipartidista Colombia 1948 Sarah González y Natalia Corredor
   Tema A: Polarización liberal-conservadora y el futuro del orden democrático.
- 7. Congreso Juan Manuel Lopesierra
  - Tema A: Petro y la Consulta Popular: La bifurcación de la República
  - **Tema B:** Tratado de Libre Comercio: Promesa de Desarrollo o Reflejo de Desigualdad.
- **8.** International Committee on the Zone Contamination (ICZO) -Juan Diego Araujo y Stephanie Valencia.









**Topic:** Coordinating the Global Response to a Large-Scale Biological Contamination: Strategies for Containment, Eradication, and the Survival of Humanity.

9. **SALA FORO-** Antonella Mateus, Salome Polo, Juan Esteban Santana, y Camila Dominguez **Tema:** "Sapere audare " Atrévete a pensar.









### 3. RULES OF CONDUCT AND PROCEDURE

The rules of procedure of Cervmun must be followed by all participants of the event, demonstrating respect, education, politeness and tolerance among others, to create a healthy environment for the members of staff and participants of the conference.

### 1. Respect and Professionalism

- 1. Delegates must comply with the instructions issued by the Chair and Secretariat both inside and outside committee sessions.
- 2. The use of proper parliamentary language is mandatory. The absence of it will be deemed disrespectful toward the Chair and the committee. After three warnings, a formal reprimand will be issued.
- 3. Disrespect toward the Chair, fellow delegates, or any other participants is strictly prohibited. Examples include:
  - a. Verbal aggression.
  - b. Physical aggression.
  - c. Acts of insubordination.
  - d. Disrespect toward presidents.
  - e. Hastily challenging the decisions or authority of the Chair. Any disagreement must be expressed respectfully.
- 4. Delegates must demonstrate tolerance and respect toward individuals of all races, religions, and beliefs.

#### 2. Respect Toward Personnel and Symbols

Delegates must not exhibit disrespect toward:

- 1. The Secretary-Generals
- 2. Members of the Chair team.
- 3. Advisors.
- 4. Staff members, including security, press, audiovisual, and logistics personnel.
- 5. Institutional or event symbols, including flags, logos, and other emblems.
- 6. Other delegates inside the committee.

#### 3. Attendance and Movement

- 1. Delegates are required to remain in their assigned rooms during committee sessions and may not leave without prior authorization from the Chair.
- 2. Delegates must adhere to the official schedule and be punctual at all times.

#### 4. Dress Code and Identification

1. Delegates must follow the Dress Code guidelines specified in the Dress Code section









2. Identification badges must be worn at all times. Badges grant access to conference areas, snacks, and lunch tickets.

# 5. Use of Technology

- 1. **Cell Phones:** Must be used correctly throughout the conference. They may be confiscated by security delegates, Chair members, or advisors.
- 2. **Laptops and Tablets:** Permitted exclusively for research and educational purposes contributing to committee work. The use of social media platforms (e.g., WhatsApp, Instagram, TikTok, X) is strictly forbidden. Any misuse for disruptive purposes or plagiarism will be reported to the disciplinary board.

### 6. Academic Integrity

1. Any form of plagiarism or academic misconduct in resolutions, working papers, press releases, position papers, or keynote addresses, as verified by the Chair and/or Secretary-Generals, will result in the immediate loss of voting rights.

### 7. Safety and Prohibited Substances

- 1. CERVMUN enforces a zero-tolerance policy for the possession or consumption of alcoholic beverages or illicit substances. Violations will result in immediate expulsion from the conference.
- 2. Possession of any weapon or object capable of causing harm is strictly prohibited within the premises.

### 8. Food and Beverages

1. The consumption of food or beverages inside committee rooms is prohibited, except for coffee and water.

### 9. Responsibility of Delegates

1. Delegates are responsible for their personal belongings, including electronic devices. CERVMUN is not liable for lost or stolen items.

#### 10. Unspecified Misconduct and Sanctions

- 1. Any serious incident not explicitly addressed in this handbook may be subject to disciplinary measures at the discretion of the Chair/Secretariat.
- 2. Multiple reprimands or serious breaches of conduct may result in expulsion from the conference.









### 4. DRESS CODE

Dress code is mandatory for all members of the event.

The following garments are not allowed:

**WOMEN:** Blouse or buttoned up shirts without thin straps, see-through fabric or disrespectful messages. It won't be allowed shirts with no sleeves, skirts or dresses over the knees, jeans, informal sandals or informal coats.

Women may wear knee-length skirts, slacks, full-length blouses, suits, or knee-length dresses.

**MEN:** Informal shirts (V-neck, Polo shirts) or with disrespectful messages are prohibited; It won't be allowed informal coats, lack of tie, jeans, or informal pants.

Men must wear suits and ties during the whole event.

Jewelry and accessories must be kept sober and professional.

→ *Note:* If any delegate is seen in an inappropriate manner, they will be asked to change and receive a warning.

**→** 

# 5. STAFF AND PARTICIPANT ROLES

#### 1. Secretary-Generals

The **Secretary-Generals** are the highest authorities in the Model United Nations conference, holding ultimate responsibility for its overall development and success.

They have the authority to approve or amend any aspect of the conference's protocol and are the final arbiters on procedural and parliamentary matters.

#### 2. Chief of Staff

The **Chief of Staff** oversees both the Logistics Department and the Press Team. This role ensures the smooth execution of the event by coordinating operations, managing time and information efficiently, and facilitating effective decision-making. The Chief of Staff also ensures seamless collaboration between departments.

# 3. Presidents (Chairs)

Presidents, also referred to as **Chairs**, serve as the leading heads of their respective committees. They are responsible for:

- Coordinating and directing committee work.
- Moderating sessions.
- Ensuring the fulfillment of conference protocols and regulations.
- Maintaining proper decorum within the committee.









# 4. Logistics Department

The **Logistics Department** is responsible for the physical organization and materialization of the conference. Duties include:

- Registration and coordination of participants.
- Management of equipment and committee setups.
- Providing delegates with all necessary materials and assistance during sessions. The team remains readily available to support and guide any participant in need.

#### 5. Press Team

The **Press Team** manages the official image and communications of the conference. They are tasked with:

- Informing all members and participants of the event's progress through official social media channels and the conference website.
- Producing innovative content that reflects the values and spirit of the event.

#### 6. Crisis Team

The crisis team, as the name suggests, is in charge of redacting, evaluating, and interpreting the crises that will take place in each committee.

#### 7. Delegates

Delegates represent a UN Member State, non-member observer state, or political leader. They must:

- Defend their assigned country's position in all committees.
- Base their arguments and proposals on the laws, treaties, decisions, and foreign policy of their nation.

#### 8. Observers

Observers attend committee sessions for educational purposes only. They may not actively participate in:

- Voting.
- Discussions.
- Decision-making processes.

#### 9. Sponsors

Sponsors are representatives from each participating school or faculty. Their responsibilities include:

- Preparing and mentoring their delegates prior to the event.
- Acting as observers during the conference.









Communication with their delegates is strictly limited to breaks and lunch periods.

# 6. PARLIAMENTARY PROCEDURE

The recommended regular procedure for traditional committees in CERVMUN will be as follows:

# **MOTIONS**

| FIRST DAY OF DEBATE                                   | SECOND DAY OF DEBATE                                    |  |
|-------------------------------------------------------|---------------------------------------------------------|--|
| Motion to open the agenda.                            | Motion to resume agenda.                                |  |
| Roll Call (No motion needed)                          | Roll Call (No motion needed)                            |  |
| Motion to start with the reading of opening speeches. | Motion to open session on(the remaining topic) Topic B. |  |
| Motion to open session on a specific topic.           | Motion to add or remove subtopics of the agenda.        |  |
| Motion to add or remove subtopics of the agenda.      | Motion to approve agenda.                               |  |
| Motion to approve agenda.                             | Motion to start a formal debate.                        |  |
| Motion to start a formal debate.                      | Motion to start an informal debate.                     |  |
| Motion to start an informal debate.                   | Motion to suspend session.                              |  |
| Motion to suspend session.                            | Motion to go to coffee break.                           |  |
| Motion to go to coffee break.                         | Motion to resume session.                               |  |
| Motion to resume session.                             | Motion to start lobby time.                             |  |









| Motion to suspend session.            | Motion to start drafting resolutions. |
|---------------------------------------|---------------------------------------|
| Motion to go to lunch.                | Motion to vote drafting resolutions.  |
| Motion to resume session.             | Motion to close session.              |
| Motion to start lobby time.           | Motion to close agenda.               |
| Motion to start drafting resolutions. |                                       |
| Motion to vote drafting resolutions.  |                                       |
| Motion to suspend sessions.           |                                       |
| Motion to suspend agenda.             |                                       |

### **POINTS**

#### **Point of Order**

May be raised during discussion to address improper parliamentary procedure, inappropriate parliamentary language, or breaches of the code of conduct. This point may interrupt a speaker but must not be used to disrupt or boycott an intervention.

#### Point of information to the chair/speaker

It is used to seek clarification or further detail, either by addressing the Chair on procedural matters—such as time remaining, the motion under discussion, or rules being applied—or by questioning a speaker about the content of their speech to better understand, challenge, or expand on their arguments. The point of information to the speaker is only used during formal debates.

### **Point of Extraordinary Session of Questions**

During informal debate, if questions arise regarding a statement, delegates may use this point to raise specific and concise inquiries about the information presented. Similarly, the Chair may open it without a formal request whenever deemed appropriate.

### **Point of Parliamentary Procedure**

Used when a delegate wishes to address or challenge the validity of a previously raised Point of Order.









## **Point of Parliamentary Inquiry**

Raised to request clarification from the Chair on vocabulary, terminology, or procedural aspects.

### **Point of Personal Privilege**

Used to address matters related to a delegate's comfort, personal well-being, or environmental conditions within the committee.

### Point of Follow-Up

After a speaker has responded to a Point of Information, a delegate may raise this point to briefly address the response. This intervention must be shorter than a standard speech. The Chair will regulate the number of follow-ups allowed, depending on their relevance and importance.

#### **Point of Relevance**

Raised when a delegate observes that a speech or argument is irrelevant to the topic under discussion or lacks substantial background.

### Point to Add to the Registry

Used to request the Chair to officially record a statement in the committee's registry. This allows other delegates to reference and quote the recorded statement later.

### → Yielding Time

After concluding a speech from the speakers' list or an open speech, a delegate may yield their remaining time in the following ways:

**Yield to Another Delegate:** Transfer the remaining time to the next delegate.

**Yield to Points of Information:** Allow other delegates to ask direct questions following the speech.

- The number of questions is subject to the minimum and maximum limits established in the relevant motion.
- Not permitted during the delivery of opening speeches.

**Yield to the Chair:** Return the remaining time to the Chair if no questions or further interventions are desired.

#### **→** Permission to Cite

Delegates must inform the Chair if they wish to cite a specific person or delegation from the committee record and must provide the original source.









### **PARLIAMENTARY LANGUAGE**

### Official Language

- Languages: The official languages of the conference are English and Spanish.
- Usage: Delegates must use the assigned language of their committee at all times.
- **Restriction:** Motions to change the official language of a committee will not be entertained under any circumstances.

Parliamentary language is based on standards of formality, diplomacy, and terminology officially approved by the United Nations. It must remain within the boundaries of formality, respect, and the use of official terminology. Delegates must refer to themselves in the third person (only when representing a country, state, or group). When addressing other delegations directly, delegates must do so through the dais, using the preamble "delegations such as."

Parliamentary language must be followed in accordance with the statutes of the conference.

| VOCABULARIO<br>PROHIBIDO                                                                                                                                                                                           | USO DIPLOMÁTICO                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul> <li>→ Mi delegación / Mi país</li> <li>→ Yo pienso</li> <li>→ Yo quisiera decir</li> <li>→ Dinero / Plata</li> <li>→ Matar</li> <li>→ Países pobres</li> <li>→ Países ricos</li> <li>→ Terroristas</li> </ul> | <ul> <li>→ La delegación de / Delegaciones como</li> <li>→ La delegación considera</li> <li>→ La delegación quisiera expresar</li> <li>→ Fondos monetarios / Recursos económicos</li> <li>→ Ejecutar</li> <li>→ Países en vía de desarrollo</li> <li>→ Países desarrollados</li> <li>→ Grupos armados beligerantes</li> </ul> |

If a delegate deems it imperative to use terms such as "terrorism," "terrorist groups" (or other terms that go against parliamentary language but are relevant to the topic), the delegate must submit a motion that can be approved or rejected by the Chair, in accordance with the instructions of the Secretary-General









### 7. COMMITTEE FRAMEWORK

CERVMUN defines the following committee structure, based on the guidelines of the United Nations, as a framework for debate and decision-making.

#### Call to Order

Delegates will be asked to take their seats in an organized manner to formally begin the committee.

#### Roll Call

*Procedure:* At the start of each session, the Chair will call delegations in alphabetical order. *Responses:* 

- "Present" The delegate is present and may abstain from substantive votes.
- "Present and voting" The delegate is present and may not abstain from substantive votes.

At the end of roll call, the Chair will ask if any delegation has been omitted in order to add them to the list or record their vote if it was missed.

#### **Ouorum**

- *General Rule:* Two-thirds of the expected members of a committee must be present for the session to begin.
- *Substantive Voting:* A simple majority (half plus one of the expected members) must be present for any substantive vote to take place.
- Security Council Exception: Security Council sessions may commence as long as all five permanent members (with veto power) are present.

#### Agenda

Once the required quorum has been reached, the Chair will begin receiving motions. On the first day of sessions, the initial motion will be to open the agenda; on the second day, the corresponding motion will be to resume the agenda.

### **Opening Speeches**

The motion for opening speeches is only valid on the first day of sessions. Each delegate will have a maximum of one minute and thirty seconds (1:30) to deliver their speech. The Chair will give a 10-second warning to allow the delegate to close. If a delegate does not use all their time, the remainder may be yielded to the Chair or the next speaker. If a delegation receives unused time from another, it will automatically revert to the Chair.

### Motion to Open Session with a Specific Topic

Through this motion, a delegate may propose that debate begin with a specific topic. If the motion fails, debate will automatically begin with the second topic on the agenda.

### **Explain Topic's Agenda**

The Chairs will present the agenda of the topic chosen by the delegates, along with the subtopics









previously defined by the Dais. Although this agenda is pre-established, it may be modified according to the needs of the committee.

### Adding, Removing, or Modifying Agenda Items

After following the proper protocol, the Chair may suggest adjustments to the subtopics of the committee's agenda. Delegates may also request modifications through a motion. The procedure will be as follows:

- a. The delegate must present the motion and justify the proposed change within one minute.
- b. The Chair will then ask if there is opposition. If so, the opposing delegate will be given one minute to argue.
- c. Finally, the decision will be taken through the corresponding voting procedure.

### **Approve Agenda**

After any necessary adjustments, the agenda will be submitted to a vote through the motion to approve it

#### **VOTING PROCEDURES**

- 1) **Definition:** Resolutions, conventions, protocols, and amendments.
- 2) **Voting Method:** Conducted via roll call, with delegations called in alphabetical order.
- 3) Responses:
  - "In favor"
  - "In favor with reasons"
  - "Against"
  - "Against with reasons"
  - "Abstain"
  - "Abstain with reasons"

#### 4) Rules:

- a) Delegates marked as "Present and Voting" may not abstain.
- b) After roll call, delegates voting "with reasons" have 40 seconds to justify their vote, provided the opposing position is represented.
- c) A tie vote is considered a decision against the proposal.
- 5) **Changing a Vote:** A delegate wishing to change their vote must wait until the end of the roll call to move for reconsideration. Once the Chair announces results, no changes are permitted.

### **Voting Rights**

- **Entitlement:** Each delegation, senator, or representative has one vote in their respective committee.
- **Abstentions:** Permitted only on substantive matters. Delegates abstaining are considered non-voting and are excluded from the total count.









## **Voting Majorities**

- Simple Majority: More votes in favor than against (50% + 1).
- **Two-Thirds Majority:** At least twice as many votes in favor as against. Required for the passage of a resolution.

#### **MODES OF DEBATE**

#### **Informal Debate**

During informal debate, there is no time limit per speaker nor a maximum number of interventions. Points of Information are not allowed; instead, delegates must request an extraordinary question session.

#### **Formal Debate**

The corresponding motion is a "motion to initiate a formal debate," specifying the speaking time for each delegate and the number of Points of Information allowed per intervention. To suspend the speakers' list, at least two-thirds of the delegates must have already spoken. Before the debate begins, the Dais will ask which delegations wish to be added to the speakers' list. Delegates may use a Point of Personal Privilege if they wish to be placed in a specific position within the list.

### **LOBBY TIME**

Once the debate has finished, the Chair will open the floor to motions. If the Chair considers it pertinent to enter lobby time to clarify doubts regarding the positions of delegations or possible solutions to the topic under discussion, it will entertain a "motion to go to lobby time." The delegation making this motion must specify the duration of the lobby time or allow the Chair to set the time deemed necessary. During this period, one President must remain seated at the chair at all times. Lobby time is usually used to draft the working papers. Any delegation wishing to leave the committee during lobby time must request permission from the Presidents beforehand

### **Drafting Resolutions**

Delegates must prepare the resolutions corresponding to their committee, such as working papers, press releases, or, in the case of Congress, bills (*proyecto de ley*). These documents represent the proposals and agreements of the participants and must be presented, debated, and submitted to a vote in accordance with the established rules, ensuring an orderly process within the committee.

### **Closing sessions**

Once all working papers have been debated and voted upon, a motion to close the session must be presented in order to conclude the topic under discussion and proceed to the next one.

#### Leaving and returning to the committee

After a motion to close the session has been approved, delegates may request a motion to recess (for example, a coffee break or lunch) and temporarily leave the committee. If a debate is in progress, a motion to suspend it must first be approved. Upon returning, the Dais will take roll call, followed by a motion to resume or open the session.









### Close agenda

This motion is used exclusively on the final day of the committee to formally conclude all matters discussed.

#### CHALLENGE TO THE COMPETENCE

**Procedure:** When the challenge to the competence occurs, an active president of the chair must immediately notify the secretariat, after it is successfully notified a member of the secretariat must approach the committee and perform the voting procedure, subsequently, with the help of a logistics member, retrieve the losing side from the committee 15 minutes. Finally, after the time had passed, the delegate would be able to rejoin the committee and actively participate.

**Vote:** If the delegate loses the challenge to the competence, they will not have the right to vote in their respective committee, but other delegates under the same delegation in other committees will be able to follow the normal course of their debate and continue with their right to vote.

#### **RIGHT OF REPLY**

It is used when a delegate feels offended by a statement made by another delegate. In this case, the affected delegate must send a written note to the Dais explaining the reasons for their disagreement. If the Dais considers the request valid, the offended delegate will be granted 30 seconds to express their position. Subsequently, the delegate whose statement caused the offense will have 30 seconds to respond or present an apology.

### **WITNESSES**

At CERVMUN, delegates have the possibility to request the presence of witnesses during committee proceedings. These witnesses will be exclusively members of the Crisis Department, and their participation is subject to the approval of the Chair, who will evaluate whether their intervention is relevant or necessary for the development of the debate.









### 8. COMMITTEE WORK

#### **Before the Sessions**

Delegates are expected to complete the following tasks to ensure full preparedness:

- Prepare an Opening Speech and Position Paper in accordance with the guidelines provided in the conference handbook.
- Review the Committee Guide and all other relevant documents to understand the committee's procedures and subject matter.
- Conduct In-Depth Research on the assigned topic and related issues:
  - Examine all possible implications, approaches, and perspectives.
  - Clearly define your delegation's position and establish a proposed plan of action for the resolutions to be debated.

### **During the Sessions**

Delegates should actively participate and adapt to the evolving dynamics of the debate:

- Deliver Concise and Well-Structured Interventions based on ongoing discussions.
- **Respond to Extraordinary Circumstances**, such as crisis presentations designed to alter the course of debate or disrupt established blocs.
- Form Alliances with other delegations to draft and propose effective resolutions.
- **Propose Solutions** through presentations (PowerPoint/Google Slides) or infographics: *Approval from the Chair is required prior to presentation.*
- **Draft the Final Resolution** for each topic in collaboration with bloc members: Depending on the number of contributors, this may take the form of a Working Paper or a Press Release.

### 9. ACADEMIC DOCUMENTS

#### **OPENING SPEECHES**

An opening speech briefly presents your delegation's stance on the topic, including the context of your country/delegation, its position, and the main solutions it will propose during the debate.

Delegates must pay attention to other speeches in order to understand their positions. Each speaker has a maximum of 1 minute and 30 seconds

### **Suggested format:**

• **Greeting:** "Good morning, honorable members of the Dais, distinguished delegates, and observers."









- First paragraph: Background of the country and position on the topic.
- **Second paragraph:** Measures already implemented by the delegation and new proposals to be presented.
- Closing: "[Country] remains committed to working collaboratively with all Member States to implement effective and sustainable solutions regarding [topic]."
  - Opening Speech Structure Model

### **POSITION PAPERS**

Position paper is not mandatory for CERVMUN.

### **Structure (concise):**

- **Background:** Essential political, social, and economic data that define the ideology and stance of your delegation/character/institution. If you are representing a character, include a brief biography focused on experiences relevant to the topic.
- **Guide review:** A short summary of the main ideas from the study guide: What is the problem? Who is affected (individuals, groups, countries)? How are they impacted?

**Supporting arguments:** At least three reasons that back your position, each including:

• Claim: A clear statement.

• **Reasoning:** Why it is important.

• Evidence: Data, statistics, or historical/political/economic examples.

**Sources:** Recent and verifiable sources, with a short note explaining why they were chosen and how they support the argument (e.g., government reports, academic articles, reliable statistics).

**Counter Arguments:** At least three possible objections from other actors and how you would respond to them.

**Solutions:** Clear and feasible proposals aligned with your delegation's interests; consider short-term implementability and overall benefits.









#### **DIRECTIVES**

Any active committee in CERVUM X can use the directives as a mechanism for decision-making and subsequent implementation of solutions throughout the course of the committee. Voting: To carry out the voting process for directives, the result must be 50% of the committee plus one active delegate present on the committee in order to pass.

### Format to present directives:

Committee: International Atomic Energy

Agency Topic: Measures to prevent the Global Atomic Arms Race of the 21 st Century

#### Directive 1.1

Sponsoring Countries: the United States of America, the United Kingdom of Great Britain and Northern Ireland, the Republic of India, the French Republic, Commonwealth of Australia, Kingdom of Saudi Arabia.

Signatory Countries: Annex 1

The International Atomic Energy Agency, Aware of the concerning rise of atomic weaponry presence in all forms within society and its irreversible effects on humanity,

Considering the nuclear attacks perpetrated by the Russian Federation which targeted civilians as a complete lack of respect towards the international community.

Stressing the necessity of finding a compromise between the different nations involved actively in the situation,

#### Resolves,

- Calls upon the United Nations Security Council (UNSC) to further condemn the actions taken by the delegation of Russia through: }
- a. Economic embargo,
- b. Military sanctions;
- Reaffirms the creation of a new UN Agency in charge of overseeing the atomic energy progress within each nation and determining the risk it poses to human integrity and activity on both micro and macro levels;
- Expresses its conviction to intervene in all countries affected by the nuclear attacks in order to protect the rights of their populations and assess the damage caused;
- 4. Decides to remain seized of the matter.









#### **WORKING PAPERS**

A working paper is the draft through which delegates formalize solutions in line with the debate. It is typically produced near the end of a session during an **unmoderated caucus**. *Only one working paper is recommended per topic*. A bloc must have **at least 7 delegates** to draft a Working Paper; if not, a **Press Release** is written. **Blocs** are groups of delegates collaborating on documents/resolutions and may represent clusters of states with shared positions. *Non-traditional committees do not use Working Papers as draft resolutions*.

### Format (must include):

### 1) Document heading

- a) **Title:** "Working Paper [number assigned by the Chair]" (Times New Roman, 14 pt).
- b) Committee: Full name (e.g., "ORGANIZACIÓN DE LOS ESTADOS AMERICANOS (OEA)").
- c) **Topic:** Full name (e.g., "Topic: El rol de la OEA frente a regímenes no democráticos en América Latina.").
- d) Bloc Heads: Full official names of up to two delegations (maximum 2).
- e) Sponsors: Full official names of at least four sponsoring delegations.
- f) **Signatories (entire bloc):** Either (i) a **handwritten list** with full official names, labeled in the Working Paper as "**Annex [number assigned by the Chair]**" (e.g., "Signatory Countries: Annex 1"), **or** (ii) a full inline list of all delegations' official names (e.g., "Signatory Countries: The United States of America; the French Republic; ...").
- g) **Introductory phrase** in *italics* (e.g., "The CESA committee,") presenting the bloc's intended resolution.

#### 2) Preambulatory Clauses

Introduce context and considerations leading to the solutions. Each clause is in *italics*; each sentence ends with a **comma (,)** and the **last** ends with a **semicolon (;)**. **Minimum: 5** preambulatory sentences.

### 3) Operative Clauses

Specify concrete actions, implementation/sponsorship details, and how they address the issues stated in the preamble. Each clause in bold, numbered; each sentence ends with a semicolon (;) except the last one, which ends with a period (.). *Minimum: 7 operative sentences.* 

#### ■ WORKING PAPER EXAMPLE

#### **AMENDMENTS**

Changes proposed by the committee for the working paper being presented. When an amendment is read by the Chair, it is voted upon by the Sponsoring countries, and if they support it unanimously it becomes a friendly amendment and thus is immediately part of the working paper. If not, it goes through the vote of the entire committee and if it is approved by the majority of the committee, it becomes a non-friendly amendment, which will potentially change the clause. If any sponsoring country feels the non-friendly amendment makes the working paper a statement that the country may no longer support, he or she may be removed from the category of Sponsor, before the resolution is submitted to vote through an accepted motion.









Amendment

Delegate: (Full name of the country who sends the amendment)

Working Paper: (Number)

Change considered by the delegation:

(Short explanation)

# 10. PREAMBULATORY AND OPERATIVE CLAUSES

Preambulatory phrases serve the purpose of setting the preamble of a draft resolution, they tend to make reference to the committee, the topic and relevant international actions. Each clause begins with a present participle action verb in italics and ends with a comma and the last one with a semicolon.

Operative clauses describe actions and recommendations proposed by the block as a resolution to the topic. They begin with an underlined verb and end with a semicolon, except for the last one that ends with a period.

| PREAMBULATORY CLAUSES | OPERATIVE CLAUSES        |
|-----------------------|--------------------------|
| (min 5)               | (min 7)                  |
| → Affirming           | → Accepts                |
| → Alarmed by          | → Acknowledges           |
| → Appreciating        | → Adopts                 |
| → Approving           | → Advises                |
| → Aware of            | → Affirms                |
| → Bearing in mind     | → Also calls for         |
| → Believing           | → Also recommends        |
| → Concerned           | → Also strongly condemns |
| → Confident           | → Also urges             |
| → Conscious           | → Appeals                |
| → Considering         | → Appreciates            |
| → Contemplating       | → Approves               |
| → Convinced           | → Authorizes             |
| → Declaring           | → Calls                  |
| → Deeply concerned    | → Calls for              |
| → Deeply conscious    | → Calls upon             |
| → Deeply convinced    | → Commends               |
| → Determined          | → Concurs                |
| → Emphasizing         | → Condemns               |
| → Encouraged          | → Confirms               |









- → Expecting
- → Expressing appreciation
- → Noting with approval
- → Expressing concern
- → Expressing its appreciation
- → Expressing its satisfaction
- → Expressing satisfaction
- → Firmly convinced
- → Fulfilling
- → Fully alarmed
- → Fully aware
- → Fully believing
- → Further deploring
- → Further recalling
- → Guided by
- → Having adopted
- → Having considered
- → Having considered further
- → Having devoted attention
- → Having examined
- → Having heard
- → Having received
- → Having reviewed
- → Having studied
- → Having adopted
- → Having approved
- → Having considered
- → Having decided
- → Keeping in mind
- → Mindful
- → Noting
- → Noting further
- → Noting with deep concern
- → Noting with regret
- → Noting with satisfaction
- → Observing
- → Reaffirming
- → Realizing
- → Recalling
- → Recognizing
- → Referring
- → Regretting
- → Reiterating
- → Reminding
- → Seeking

- → Congratulates
- → Considers
- → Decides
- → Declares
- → Declares accordingly
- → Demands
- → Deplores Designates
- → Directs
- → Draws the attention
- → Emphasizes
- → Encourages
- → Endorses
- → Expresses its appreciation
- → Expresses its hope
- → Expresses its regret
- → Further invites
- → Further proclaims
- → Further recommends
- → Further reminds
- → Further requests
- → Further resolves
- → Has resolved
- → Instructs
- → Introduces
- → Invites
- → Notes
- → Notes with satisfaction
- → Proclaims
- → Reaffirms
- → Recalls
- → Recognizes
- → Recommends
- → Regrets
- → Reiterates
- → Reminds
- → Renews its appeal
- → Repeats
- → Requests
- → Requires
- → Solemnly affirms
- → Strongly advises
- → Strongly condemns
- → Strongly encourages
- → Suggests
- → Supports









| _             | T 1 .  | • .  |         |
|---------------|--------|------|---------|
| $\rightarrow$ | Taking | into | account |
|               |        |      |         |

→ Taking into account
 → Taking into consideration
 → Taking note
 → Underlining
 → Viewing with appreciation
 → Welcoming

→ Transmits

→ Trusts

→ Urges