

# TECHMUN 2021 DELEGATE GUIDE

2nd – 3rd April



TechMUN 2021

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## Conference Schedule

### Friday

Opening Ceremony	6:00 p.m. – 6:30 p.m.
Session I	6:30 p.m. – 10:00 p.m.

### Saturday

Committee Session II	9:00 a.m. – 12:00 p.m.
Lunch	12:00 p.m. – 1:00 p.m.
Committee Session III	1:00 p.m. – 5:00 p.m.
Dinner	5:00 p.m. – 6:00 p.m.
Committee Session IV	6:00 p.m. – 8:00 p.m.
Intermission	8:00 p.m. – 8:15 p.m.
Closing Ceremony	8:15 p.m. – 8:30 p.m.

### Sunday

Happy Easter!

## Letter from the Secretary General

Dear Delegates, Faculty Advisors, and MUN enthusiasts,

On behalf of the Sam Nunn School of International Affairs and the Georgia Tech Model United Nations Program, it is my sincere pleasure to welcome you to TechMUN 2021, Georgia Tech's official collegiate conference scheduled for mid-March; with an exact timetable soon to be released.

Entering our fourth year, TechMUN provides a welcoming conference for all attending colleges and universities by offering both General Assembly and Crisis Committees geared towards all levels of collegiate Model United Nations experience. With the current Covid-19 pandemic presenting unprecedented challenges for both students and faculty, TechMUN aims to provide an exceptional virtual conference schedule built upon our theme of weaving technology with international affairs. This year, we will be utilizing the voice-chat platform Discord to simulate an in-person experience, complete with separate committee rooms and virtual caucusing tables. It is our aim to provide a competitive competition while simultaneously maintaining an accessible floor for all delegates, no matter experience level, and Discord has proven an effective method for engaging delegate interaction while maintaining social distancing protocol. Located in the heart of downtown Atlanta, while attendees may be unable to visit in-person, we hope to bring Atlanta to you.

We encourage all programs and teams to mark TechMUN on their Spring schedules to provide an in-person experience while maintaining social distancing. Detailed information about committee topics, use of technology, and more will soon be available on this website. If you have any questions, feel free to contact us at [techmun@gtmun.gatech.edu](mailto:techmun@gtmun.gatech.edu).

Sincere regards,

A handwritten signature in blue ink that reads "Richard Still". The signature is fluid and cursive, with the first name "Richard" and the last name "Still" clearly legible.

*Richard Still*

Secretary General for TechMUN

## The Secretariat



Richard Still  
*Secretary General*



Shumraze Fawad  
*Undersecretary General of General Assembly*



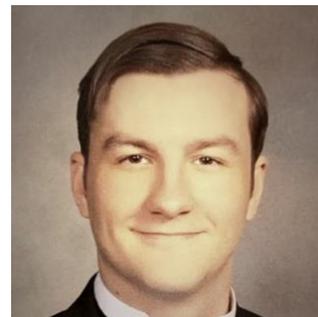
James Johnson  
*Undersecretary General for Administration and Policy*



Ram Akella  
*Undersecretary General of Crisis*



Vince Pedicino  
*Advisor*



Garritt Garcia  
*Assistant Undersecretary General of General Assembly*



Zach Connolly  
*Delegate at Large*

## Committees and Topics

### General Assembly Committees

#### General Assembly Plenary

- I. Topic 1: Protection of Civilians in Areas of Armed Conflict
- II. Topic 2: Privatization of Modern Warfare and the Use of Mercenaries.

### Crisis Committees

#### 100 Years War

In the past, four separate nations coexisted peacefully relying upon trade, skill specialization, and transparency in order to solve any problems that seemed to arise. These separate nations were named after the elements that their nation was most adept at using and maneuvering. These nations of Fire, Air, Water, and Earth also possessed individuals of two types: those who could “bend” the nation’s element and those who could not. In a perfect world, these groups of people would be able to live in harmony relying on the strengths of one group to fill in for the weaknesses in another. However, as has been observed in history, groups of people with special abilities or larger numbers always attempt to establish dominance over minorities in a tyrannical fashion. Following this trend, each nation mentioned has established hierarchies of power distribution. Again, as seen in history, the common problems of corruption, treason, wars, genocides, etc. arose not only within these nations but between them as well. In order to curtail these larger global issues, a separate entity known as the avatar existed. This avatar not only provided power balance to these nations in the material world but also acted as a bridge to the spiritual world in order to maintain peace between the two worlds as well. The avatar was so vital to harmony that their air bending training period of 12 years was enough to have tensions between nations boil over and culminate in the genocide of the air nation by the fire nation in 0 AG. However, the Avatar escaped and has not been sighted for over 5 years. The routing of the air nation was not enough for the fire nation and they embarked on a journey for world dominance. With the disappearance of the avatar, the only real obstacle that stood in their way was the Earth Kingdom.

## TechMUN Policies

### Respect

Delegates must show respect to others at all times. This means that all delegates should respect staff members, fellow delegates, faculty advisors, guests of the conference, Georgia Tech faculty, and anyone else present at the TechMUN Conference. Delegates are responsible for the manner in which they treat others during the entire conference. Any delegate in violation will be issued a warning and, if they continue such behavior, will be disqualified and asked to leave the conference.

### Diplomacy

Delegates are expected to behave in a diplomatic and professional manner during committee. TechMUN staff defines diplomatic behavior as maintaining positive and professional relations between delegates. Delegates are expected to remain in character assigned to them to the extent that it does not. Delegates may not bully other delegates, blatantly attempt to sabotage other delegates, or pressure other delegates to sign papers or vote in a certain manner. Any delegate in violation will be issued a warning and if the behavior continues, the delegate will be disqualified and asked to leave the conference. Any orchestrated attempts by one delegation to explicitly discredit another delegation will result in the delegation disqualification.

### Scoring Expectations

Delegates will be scored on their speeches, involvement, diplomacy, and their writing. At the conclusion of the conference, Best Delegate, Outstanding Delegate, and Honorable Delegate will be awarded for each committee. There will also be Best Delegation, Outstanding Delegation, and Honorable Delegation awarded for Crisis and for General Assembly.

### Plagiarism and Cheating

Cheating and plagiarism will not be tolerated. Delegates who plagiarize a substantive portion of their position paper will be disqualified. Any instances of plagiarism will be immediately reported to the appropriate advisor. Delegates may not use pre-written resolution or clauses in any working paper. Pre-written resolutions or clauses are defined as language written before the official start of TechMUN. Delegates who use pre-written resolutions, clauses, or Directives will be disqualified.

### Name Badges

Delegates must wear their name badges always without exception. If a delegate is found without their name badge, they will be warned and asked to don their badge. Delegates found without name badges again may be asked to leave the conference.

## Dress Code

The dress for TechMUN is business casual. All delegates at TechMUN are expected to be dressed appropriately. Men, at minimum, must wear slacks and a collared shirt. Blazer and slacks are also acceptable. Tuxedos are not appropriate. Women may wear slacks or a skirt with a blouse or a dress. Formal dresses are not appropriate. All clothing should be appropriate length for a business setting. Jeans, shorts, athletic shoes, sandals, or t-shirts are not acceptable under any circumstances. If a delegate is not appropriately dressed, they will be asked to leave the conference.

## Technology Usage

This conference integrates the use of technology into committee. Technology, including computers, cell phones, tablets, and other devices, is allowed during the conference, except during the opening and closing ceremonies and voting procedure. All devices should be used for the sole purpose of collaborating with other delegates, including sending notes, writing working papers or Directives, or other functions which satisfy this objective. Use of technology should not distract other delegates from committee. Delegates using technology in a manner disallowed above shall be issued a warning. If a delegate continues to use technology in violation of policy, the delegate may be disqualified and asked to leave the conference.

## Sexual Harassment

Sexual harassment, or unwelcome sexual advances, requests for sexual favors, or other verbal or physical harassment of a sexual nature, will not be tolerated at this conference. TechMUN maintains a **zero-tolerance** policy on such activity. Accusations of sexual harassment will be handled by the Secretary General. If the Secretary General determines that the accused delegate has engaged in such behavior, the delegate will be asked to leave the conference.

## Accommodations

TechMUN is fully committed to ensuring all delegates are able to participate fully in committee. Those who require accommodations should have their Head Delegate give notice to the Secretary General prior to the conference so they may make the appropriate arrangements.

## Consequences

The Secretary General shall determine on all failures to adhere to the policies prescribed above. Consequences shall be rendered at the discretion of the Secretary General.

## Rules of Parliamentary Procedure

1. These Rules of Procedure are considered adopted by the Assembly prior to its first meeting.
2. Interpretation of these Rules shall be reserved exclusively to the Secretary General and his or her designate(s).

Rule I.

Dates of Convening and Adjournment

The Assembly shall meet every year in regular session commencing and closing on the dates designated by the Secretary General. The dates shall be 22 February 2019 through 24 February 2019.

Rule II.

Place of Sessions

The Assembly shall meet at a location designated by the Secretary General. The meeting location shall be Clough Commons, located at 266 4<sup>th</sup> St NW, Atlanta, GA 30313 and the Klaus Advanced Computing Building, located at 266 Ferst Dr. NW, Atlanta, Georgia 30332 on the Georgia Institute of Technology campus.

Rule III.

Invitation to Silent Prayer or Meditation

Immediately after the opening of the Assembly, the Director may invite the Representatives to observe one minute of silence dedicated to private prayer or meditation.

## Secretariat

Rule IV.

Composition of the Secretariat

The Secretariat will be composed of the Secretary General, Undersecretary General of Administration and Policy, Undersecretary General of Technology, Undersecretary General of Crisis, Undersecretary General of General Assembly, and Director of Marketing. All Directors, Assistant Directors, and staff members are considered designates of the Secretariat.

Rule V.

Statements by the Secretariat

Any member of the Secretariat, at any time, may make oral or written statements to the Body concerning any question under consideration.

## Dais

### Rule VI.

#### Composition of the Dais

The Dais shall be comprised of the Director and Assistant Director(s) of the Committee.

### Rule VII.

#### The Director

The Secretariat shall appoint a Director who shall hold office and chair the Committee for the duration of the session, unless otherwise decided by the Secretariat. If the Director finds it necessary to be absent during a meeting or any part thereof, the Assistant Director will assume the role of Director.

### Rule VIII.

#### General Powers of the Director

In addition to exercising Powers conferred upon him/her elsewhere in these Rules, the Director shall declare the opening and closing of each Meeting of the session, direct the Discussions, ensure observance of these Rules, accord the Right to Speak, put Questions to a Vote, and announce Decisions. He or she shall rule on Points of Order and, subject to these Rules, shall have complete control of the proceedings at any meeting and over the maintenance of Order. The Director may, in the course of Discussion of an item, propose to the Assembly the limitation of the time to be allotted for Speakers, the limitation on the number of times each Representative may speak, the closure of the List of Speakers, or the closure of Debate. He or she may also propose the suspension or the adjournment of the Meeting or the adjournment of Debate on the item under Discussion. The Director may also, for any reason, rule any Points or Motions dilatory or out of Order.

### Rule IX.

#### The Assistant Director

The Secretariat shall appoint at least one Assistant Director who shall hold office and co-chair the Committee for the duration of the session. The Assistant Director shall serve as Acting Director in the absence of the Director, unless otherwise decided by the Secretariat.

Alternatively, if the Assistant Director is unable to perform his or her functions, a new Assistant Director shall be appointed for the remainder of the term at the discretion of the Secretary General or his or her designate.

## Conduct of Business

### Rule X.

#### Official and Working Language

English shall be the official and working language of each Committee. Any Representative wishing to address the Body or submit a document in a language other than English shall provide simultaneous translation into English and, for a Speech, be afforded an equal amount of time to introduce the translation in addition to the original Speech.

### Rule XI.

#### Quorum

The Director may declare a Meeting open and permit Debate to proceed when Representatives of at least one-third of the Members of the Committee are present. The presence of a majority of the Members shall be required for any decision to be taken.

### Rule XII.

#### Provisional Agenda

The provisional Agenda shall be drawn up by the Secretariat and communicated to the Members of the Assembly at least forty-five days before the opening of a session.

### Rule XIII.

#### Adoption of the Agenda

The Agenda provided by the Secretary General shall be considered adopted as of the beginning of the opening session. Motions to reorder the Agenda shall be accepted and debated in each Committee. The Director may limit the allowed number of Speakers for Debate upon the order of the Agenda. At any time, Delegates may move to set the Agenda and each Motion shall immediately be put to Vote. Majority vote of those present in the Body shall determine the order of the Agenda items.

### Rule XIV.

#### Speeches

No Representative may address the Committee without having previously obtained the permission of the Director. The Director shall call upon Speakers in the order in which they signify their desire to speak. The Director may call a Speaker to Order if his or her comments are not relevant to the subject under discussion.

#### Rule XV.

##### Time Limit on Speeches

The Director may determine the initial time limit for Speakers. The Committee may, by a majority vote, limit the time allotted to each Speaker and/or the number of times a Representative may speak on a question. Before a decision is taken, however, two Representatives may speak in favor of, and two against, a proposal to set such limits. When a Delegate exceeds the allocated time, the Director shall call him or her to Order without delay.

#### Rule XVI.

##### Points of Order

To correct an error in procedure, a Representative may rise to a Point of Order during the discussion of any Matter. The Director, in accordance with the Rules of Procedure, shall immediately decide on the Point of Order immediately. A Representative may appeal against the ruling of the Director to the Secretary General by informing the Secretary General by Slack™ direct message. A Representative rising to a Point of Order may not speak on the substance of the Matter under discussion.

#### Rule XVII.

##### Points of Personal Privilege

Any Representative may rise to a Point of Personal Preference if the noise in the chamber is too loud, the Speaker cannot be heard, if the temperature of the room is uncomfortable, or for some similar reason. If and only if a question requires immediate action may a Representative exercising a Point interrupt the current Speaker.

#### Rule XVIII.

##### Points of Information

Any Representative may rise to a Point of Information to direct a question, concerning procedure, to the Chair. The Point may concern a clarification regarding the Rules of Procedure, the United Nations, or the direction of the proceedings. This Point is in Order only when the floor is open to formal debate.

#### Rule XIX.

##### Rights of Reply

If a remark constitutes a personal attack on another Delegate, the Director may permit a Right of Reply following the conclusion of the controversial speech and shall determine an appropriate

time limit for the Reply. No ruling on this question shall be subject to appeal. Requests for any Rights of Reply must be submitted to the Director through a Slack™ direct message.

#### Rule XX.

##### Unmoderated Caucus

During the discussion of any Matter, a Representative may move for an Unmoderated Caucus, or suspension of the meeting, specifying a length of time for the suspension. Such Motions shall not be debated upon, but shall be put to a Vote, requiring the support of a majority of the Members present, or present and voting, to pass.

#### Rule XXI.

##### Closure of Debate

A Representative may, at any time, move for the closure of Debate on the item under discussion. Permission to speak on the Motion shall be accorded only to two representatives opposing the closure, after which the Motion shall be immediately put to a Vote. Closure of Debate shall require a two-thirds majority of the Members present, to pass. If the Committee favors the closure of Debate, the Committee shall immediately move to Voting Procedure on all Proposals introduced under that Agenda topic.

#### Rule XXII.

##### Adjournment of the Meeting

During the discussion of any Matter, a Representative may move for the adjournment of the Meeting. This Motion requires no debate and shall be put to a Vote, requiring the support of a majority to pass. After adjournment, the Committee shall reconvene at its next regularly scheduled meeting time; adjournment of the final meeting shall adjourn the session.

#### Rule XXIII.

##### Order of Motions

Motions before the Committee shall have precedence in the following order:

1. Introduction of a draft resolution (Automatic)
2. Extension of the previous motion
3. Close debate and enter voting procedure
4. Suspension of the meeting (For break between committee sessions)
5. Unmoderated Caucus
6. Moderated Caucus

7. Adjournment of the meeting
8. Table a topic
9. Suspension of the rules

#### Rule XXIV.

##### Withdrawal of Motions and Working Papers

Any Motion made may be withdrawn, by its sponsoring Representative, from the floor before it is entertained by the Director and action taken upon it. Likewise, the Sponsors of a Working Paper may withdraw their Working Paper at any time before Voting Procedure has commenced, provided that no Amendments have been submitted for the Working Paper. A Motion or Working Paper thus withdrawn may be reintroduced by any Representative.

#### Rule XXV.

##### Draft Resolutions

Once a Working Paper has been approved by the Dais, it shall be a single Sponsor Delegate shall transmit the Draft Resolution to the Director through Slack™. Any member of the Committee can move to introduce the Draft Resolution at which point it will be distributed to the Committee by Slack™ as a Draft Resolution. This does not require a Vote. Immediately following its distribution, the Sponsors will receive a right to a five-question question-and-answer session with the Committee to facilitate discussion. Only Draft Resolutions, alongside any Amendments to the Draft Resolution, may be considered during Voting Procedure.

#### Rule XXVI.

##### Amendments to Draft Resolutions

Substantive Amendments to Draft Resolutions may be submitted to the Director. The Dais may, at its discretion, approve the Amendment for circulation to the Delegations. The Director, however, may permit the Discussion and Consideration of Amendments without such Amendments having been circulated.

#### Rule XXVII.

##### Procedure for Amendments to Draft Resolutions

If all of the Sponsors agree to the adoption of a proposed Amendment, the Draft Resolution itself shall be modified accordingly and no vote shall be taken on the adoption of the proposed Amendment. A document modified in this manner shall be considered as the Proposal pending before the body for all purposes, including subsequent Amendments.

## Conduct of General Assembly Committees

### Rule XXVIII.

#### List of Speakers

After the initial establishment of the List of Speakers by the Director, any Representative wishing to be added to the List must submit their request, by Slack™ direct message, to the Dais. Members may be on the List of Speakers once but may be added again after they have spoken. Any Representative has the right to make a Motion that the List of Speakers be closed or, if already closed, reopened. This Motion is not subject to debate and requires the support of the majority of Members present to pass. If the List of Speakers becomes exhausted, formal Debate automatically concludes and the Committee proceeds directly into Voting Procedure.

### Rule XXIX.

#### Yields

If a Speaker concludes his or her substantive Speech before the allotted time has expired, he or she may yield the remaining time to the Director or another Speaker (at the chair's discretion).

### Rule XXX.

#### Moderated Caucus

During the discussion of any Matter, a Delegate may move for a Moderated Caucus, or a suspension of the formal Rules of Debate, by specifying a time limit, speaking time and a topic. Such Motions shall not be debated upon, but shall be immediately put to a Vote, requiring the majority of the Members present, or present and voting, to pass. The Director shall moderate the Committee and set all limitations during the specified time period.

### Rule XXXI.

#### Tabling of a Topic

During the discussion of any Matter, a Representative may move for tabling the Topic of Debate. Permission to speak on the Motion shall be accorded only to two Representatives favoring and two Representatives opposing tabling the Topic, after which the Motion shall be put to an immediate Vote. If a motion for tabling of the Topic passed by two-thirds of the Members present, or present and voting, the Topic is considered dismissed, and no action will be taken. If two Delegates do not volunteer to speak against the Motion, it immediately passes, and no Vote is required. If two Delegates do not volunteer to speak for the Motion, it immediately fails, and no Vote is required. The Committee shall immediately proceed to consider the next Agenda Topic.

Rule XXXII.

Sponsorship of Working Papers

Working Papers must have a minimum of four Sponsoring Members and a minimum of ten Signatory Members wishing to see the Committee consider the Proposal, unless specified by the Director. Observer Delegations may not be counted as Sponsoring Members of Proposals; Observer Delegations may be counted as a Signatory Member.

Rule XXXIII.

Working Papers

Working Papers shall be submitted to the Director, with the Names of at least four Sponsoring Members and a minimum total of ten Members recognized by the Secretariat who would like to see the Committee consider a Working Paper, unless specified by the Director. A Working Paper shall retain the required number of Sponsors to remain in Debate and shall be written in the correct Format. The Dais may, at its discretion, approve the Working Paper for circulation through Slack™ to the delegates. The Director, however, may permit the Discussion and Consideration of Working Papers without such Working Papers having been circulated. The Director, at his or her discretion, may also set a limit to Working Papers that may be introduced.

## Conduct of Crisis Committees

### Rule XXXIV.

#### Moderated Caucus

During the discussion of any Matter, the Director shall maintain a perpetual Moderated Caucus. The Director shall call upon Delegates who wish to speak who then may speak until their allotted speaking time has expired, at which time the Director shall call upon others. The perpetual Moderated Caucus shall continue until Delegates shall offer up other Points or Motions.

### Rule XXXV.

#### Committee Directives

Committee Directives shall be submitted to the Director, with the names of at six Members recognized by the Secretariat who would like to see the Committee consider a Committee Directive, unless specified by the Director. The Secretariat may, at its discretion, approve the Committee Directive for circulation through Slack™ to the Delegates. The Director, however, may permit the Discussion and Consideration of Committee Directives without such Directives having been circulated. The Director, at his or her discretion, may also set a limit to Committee Directives that may be introduced.

## Voting

### Rule XXXVI.

#### Voting Rights

Each Member State with full membership of each Committee shall have one Vote on all substantive and procedural Matters. Each Observer Delegation of each Committee shall have one vote on all procedural Matters. Observer Delegation members do not have a Vote on substantive Matters.

### Rule XXXVII.

#### Majority Required

Unless specified elsewhere in these Rules, procedural decisions of the Committee shall be made by a simple majority of the Members in attendance of the Committee. Substantive decisions of the Committee shall be made by a majority of the Members in attendance that cast an affirmative or negative vote with all abstentions disregarded from the majority calculation.

Rule XXXVIII.

Meaning of the Phrase "Present and Voting"

For the purpose of these Rules, the phrase "Members present and voting" shall mean the Members casting an affirmative or negative vote. All members must cast an affirmative or negative vote on all procedural Motions. However, on substantive Motions, Members may abstain from voting, provided they are not recorded on the roll as "present and voting." Members who abstain from voting are not considered as voting.

Rule XXXIX.

Method of Voting

Committees shall normally vote by a show of placards, but any Member may request a roll call vote on any item of substantive consideration. The roll call vote shall be taken in the English alphabetical order of the Names of the Members. The name of each Member shall be called in any roll call and one of its Representatives shall reply "yes", "no", "abstain", or "pass". The Results of Voting shall be listed in the record in the English alphabetical of the Names of the Members. Only one pass is allowed per Delegation per Vote, and any Member wishing to pass relinquishes their Right to abstain from the Vote. Any Member may also request to adopt any item of substantive consideration by acclamation. Such Motions shall not be debated upon but shall be put to a Vote, requiring no opposition to Vote. However, a Motion for a roll call vote during Voting Procedure shall take precedence over a Motion to adopt by acclamation.

Rule XL.

Conduct During Voting

After the Director has announced the beginning of Voting, no Representative shall interrupt the Voting except to a Point of Order in connection with the actual process of Voting. The Director may permit Members to explain their vote, either before or after the Voting if a request has been submitted, by Slack™ direct message, before the commencement of Voting Procedure. The Director may limit the time to be allowed for such explanations. The Director shall not permit any Sponsor of a Proposal or Amendment to explain his or her Vote on his or her own Proposal or Amendment. Explanations shall be permitted only if a Member has voted in a manner contrary to what was made apparent during Debate.

Rule XLI.

Voting on Draft Resolutions and Committee Directives

If two or more Draft Resolutions or Committee Directives are related to the same Topic, the Committee shall vote on the Proposals in the order in which they have been submitted.

Rule XLII.

Voting on Amendments

When an Amendment is moved to a Draft Resolution, the Amendment shall be voted upon first. When two or more Amendments are moved to a Draft Resolution, the Committee shall vote on the Amendments in the order they are received. If one or more Amendments are adopted, the amended Draft Resolution shall then be voted upon. A Motion is considered an Amendment if it adds to, deletes from, or revises part of the Draft Resolution without having the full support of all Sponsors of the Draft Resolution.

Rule XLIII.

Division of Draft Resolutions and Amendments

Immediately before a Draft Resolution comes to a Vote, a Representative may move that Sections of a Draft Resolution or Amendment be voted on separately. The Motion for Division shall be voted upon, requiring the support of a majority of the Members present and voting to pass. Permission to speak on the Motion for Division shall be given only to two Speakers in favor and two Speakers against. The Director may limit the time allowed for these Speeches. At the completion of these Speeches, the Committee shall move to an immediate Vote. If the Motion for Division is carried, each section of the Draft Resolution or Amendment that has been divided shall be substantively voted on separately. If a majority of the Members present vote in favor of the divided Sections of the Draft Resolution or Amendment, the Sections are returned to the Draft Resolution or Amendment as an annex. If a majority of the Members present vote against the divided Section of the Draft Resolution or Amendment, the Section will be considered rejected by the Committee. If all operative Sections of the Draft Resolution or Amendment have been rejected, the entire Draft Resolution or Amendment shall be considered rejected.

## Discord™

TechMUN is pleased to introduce the use of Discord™ into the Model United Nations conference. It will be used extensively for most committee functions. You will find directions to help you accomplish common committee functions on Discord™ below.

### Notes to Fellow Delegates, the Crisis Room, and your Chair

To send a note to your fellow delegates to discuss language in your working paper or to the Chair to request to be added to the Speakers Lists. These can be accomplished through Direct Messages. On the sidebar of Discord™, locate Home, select the plus icon next to Direct Messages, and type a message to your desired recipient. You may also send Group Direct Messages to communicate with multiple delegates at once. Please do not send Group Direct Messages to the Chair or to the Crisis Room unless you are sending a Joint Personal Directive described below.

### Continuing your Crisis Arc

If you are in a crisis committee, you will be executing a series of carefully planned crisis arcs, each note building on the next. To begin an arc, send a note to the Crisis Room as described in the previous section above. To send a new note which builds upon a note previously submitted, reply to the previous message. This can be accomplished by right clicking on the message and hitting reply on a computer or long pressing on a mobile device and then hitting reply.

### Joint Personal Directives

When collaborating with other delegates in crisis to achieve an objective, you may send a joint personal Directive to the Crisis Room. Work with your fellow delegates on the Joint Personal Directive. When you are ready to send it to the Crisis Room, send the Joint Personal Directive as a Word Document (.doc or .docx) in a Group Direct Message to the signatory delegates and the Crisis Room.

### Working Papers and Directives (Google Docs/submit .docx)

TechMUN advises delegates to work together on working papers and Directives through Google Docs™. It is assumed you already have a Google™ account and are familiar with Google Drive™ products. To share your Google Doc™ within Discord™, create a Direct Message or Group Direct Message to the intended recipient delegate(s) create a link to share the document and send it. Now other delegates will be able to access this collaborative document and work on it with you. When you are ready to submit the working paper to your chair, send it to them as a

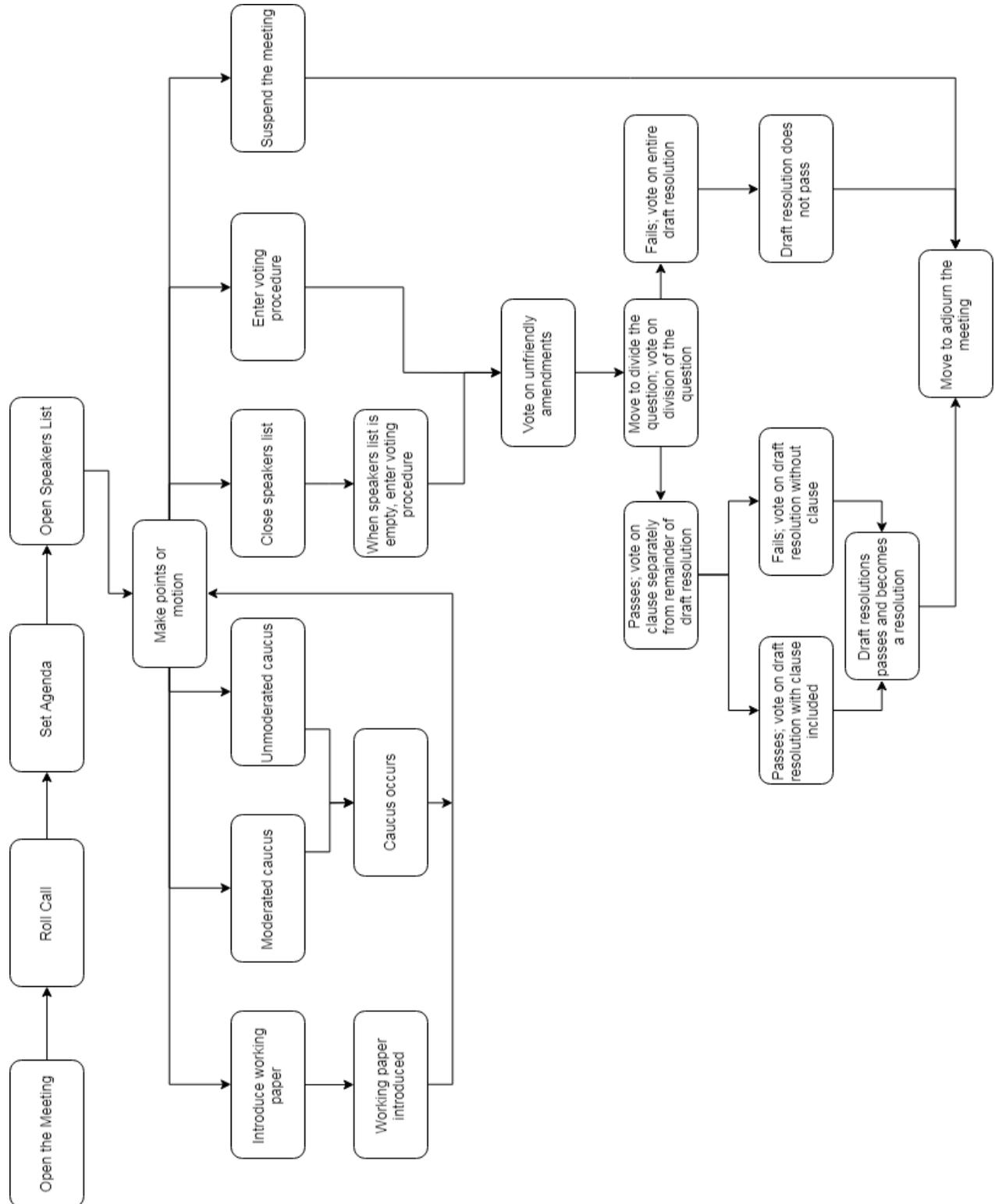
Microsoft Word™ document by selecting “File”, “Download as”, and “Microsoft Word (.docx)”, then send it in a Direct Message to your committee Chair.

### Caucuses and Blocs

Delegates working together towards common objectives may form caucuses or blocs, and delegates may wish to share documents, notes, or other materials with this group. To allow for easy communication within your caucus or bloc, you should create a channel by selecting the plus icon next the “Text Channels” in the sidebar, designate it as public or private, add an appropriate name (relevant to common working papers, ideologies, or organizations), and invite new members.

## MUN Pro Tips

### Flowchart of Committee



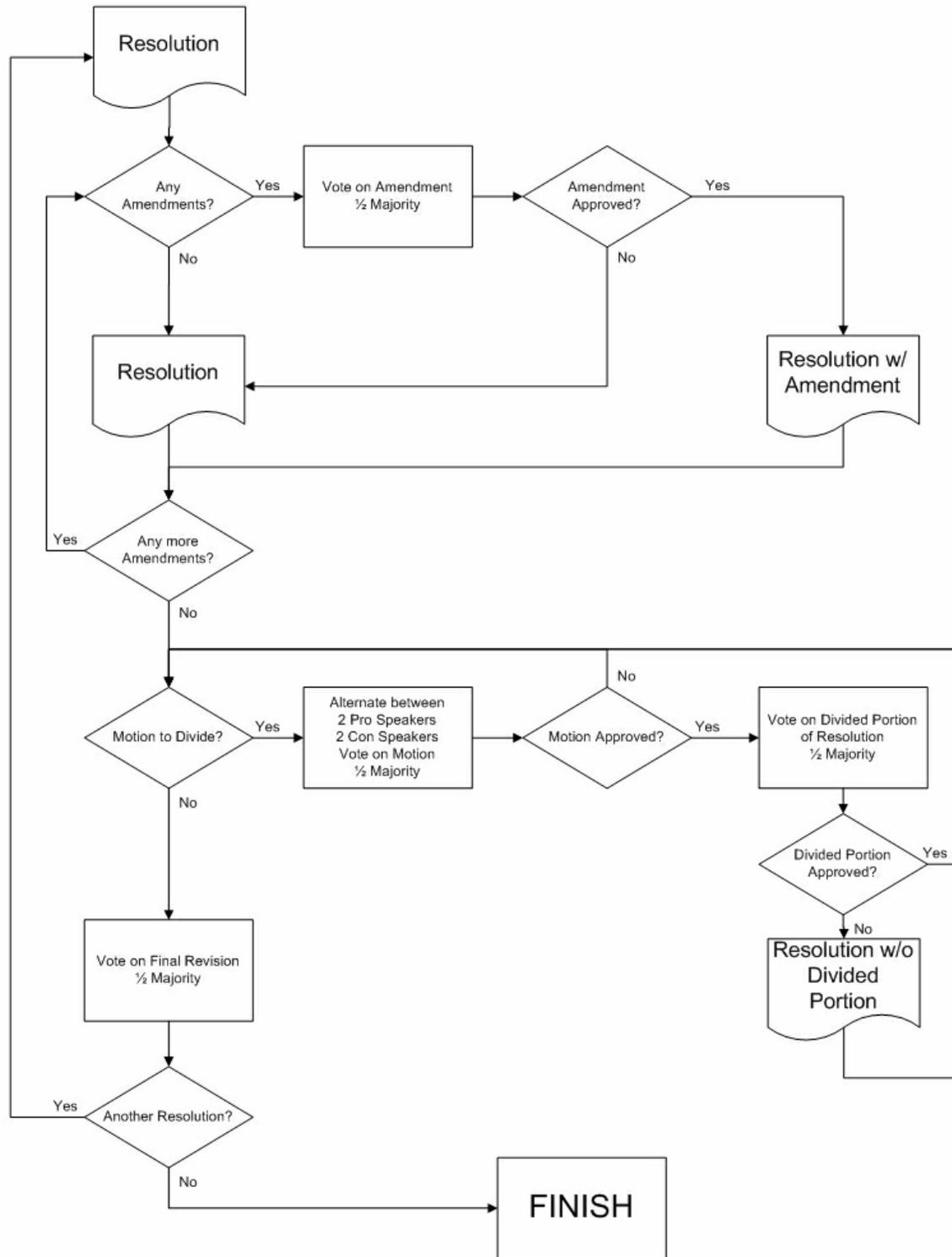
### Sample Preambulatory Clauses

Affirming	Deeply regretting	Having considered	Observing
Alarmed by	Desiring	Having devoted attention	Reaffirming
Approving	Emphasizing	Having examined	Realizing
Aware of	Expecting	Having heard	Recalling
Bearing in mind	Expressing its appreciation	Having received	Recognizing
Believing	Expressing its satisfaction	Having studied	Referring
Confident	Fulfilling	Keeping in mind	Seeking
Contemplating	Fully alarmed	Noting with regret	Taking into account
Convinced	Fully aware	Noting with deep concern	Taking into consideration
Declaring	Fully believing	Noting with satisfaction	Taking note
Deeply concerned	Further deploring	Noting further	Viewing with appreciation
Deeply conscious	Further recalling	Noting with approval	Welcoming
Deeply convinced	Guided by		
Deeply disturbed	Having adopted		

### Sample Operative Clauses

Accepts	Declares accordingly	Further invites	Recommends
Affirms	Deplores	Further proclaims	Regrets
Approves	Designates	Further reminds	Reminds
Authorizes	Draws the attention	Further recommends	Requests
Calls	Emphasizes	Further requests	Solemnly affirms
Calls upon	Encourages	Further resolves	Strongly condemns
Condemns	Endorses	Has resolved	Supports
Confirms	Expresses its appreciation	Notes	Takes note of
Congratulates	Expresses its hope	Proclaims	Transmits
Considers		Reaffirms	Trusts

### Flow Chart for Voting Procedures



## Procedural Cheat Sheet

Motions	Debate needed?	Vote
Adoption of Agenda	Director Discretion	Simple Majority
Closing/Reopening Speakers' List	No Debate	Simple Majority
Speakers' Time	No Debate	Simple Majority
Moderated Caucus	No Debate	Simple Majority
Unmoderated Caucus	No Debate	Simple Majority
Tabling a Topic	2 for and 2 against	2/3 Majority
Closure of Debate (moving to voting)	2 against	2/3 Majority
Adjournment of the Meeting	No Debate	Simple Majority

Points	Use
Point of Order	To correct an error in procedure, a representative may rise to a point of order during the discussion of any matter
Point of Information (Inquiry)	To direct a question, concerning procedure, to the chair.
Point of Personal Privilege	If the noise in the chamber is too loud, the speaker cannot be heard, if the temperature of the room is uncomfortable, or for some similar reason.
<b>Committee Documents</b>	<b>Definition</b>
Working Paper	At least 4 sponsors and a minimum total of 10 signatories (unless specified by the Director) A working paper shall retain the required number of sponsors to remain in debate and shall be written in the correct format. Once finished, submit it to the Director for approval.
Draft Resolution	Once a working paper has been approved by the Dais, it's typed and numbered. Any member of the Committee can move to introduce the Draft Resolution at which point it will be distributed to the committee as a draft resolution. This does not require a vote. Sponsors will receive a right to a five-question question-and-answer session with the committee to facilitate discussion.
Friendly Amendment	If all of the sponsors agree to the adoption of a proposed amendment, the draft resolution itself shall be modified accordingly and no vote is needed.
Unfriendly Amendment	If not all of the sponsors agree to the adoption of a proposed amendment, the amendment needs to be voted on.

<b>Voting Procedure</b>	
Present and Voting	Anyone who states "present and voting" during role must vote, no abstentions.
Division of the Question	Voting specifically on a single operative clause independently of the rest of the draft resolution. (Motion itself requires 2 for & against, majority)
<b>Voting Methods</b>	
Roll Call	Alphabetically by nation, each member state's yay, nay, abstain or pass. Those who pass are returned to and can no longer abstain.
Placard Vote	Raise of Placard for yay, nay, abstain.
Vote by Acclamation	Director asks for opposition 3 times. If there is no opposition during any of the asks, it passes.
<b>Voting Order</b>	Unfriendly Amendments, Split Question, Draft Resolution.