

HABSMUN 2021

DELEGATE GUIDE



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Introduction

HABSMUN 2021 will be held online via the video conferencing program **Zoom**.

All delegates attending the conference will need to have access to Zoom, it is a freely downloadable software available to download by going to zoom.us/download. You will also need to have the latest version of Zoom installed.

What is MUN?

MUN (Model United Nations) is a simulation of the real United Nations. A group of students from the same school band together to represent a country, or 'delegation' where individual students are 'delegates'.

The debate is conducted with two sets of bodies: The General Assembly (GA) and the Committees (such as DISEC). The committees are usually composed of one delegate per delegation, so they are much smaller than General Assembly. They focus on one particular group of issues, such as health or refugees. The exception is the Security Council where, there are only 15 countries represented and almost any topic could come up. The most common are those relating to international peace and security.

Dress Code, Backgrounds and Locations

All delegates must be in appropriate dress when speaking. Delegates should be in a neutral location within their household if possible. Delegates should also try to blur their background if a neutral location is not possible and delegates can change their background to the flag of their delegation if they wish, however this is not a requirement. No delegate should have anything inappropriate or offensive as their background, delegates should take background advice from the background they would normally use when joining a lesson at school.

Parliamentary Language

All language should be appropriate to the debate and parliamentary. Swearing and personal insults will not be tolerated at HABSMUN and will likely result in disciplinary action. When saying something, we recommend that you consider "is this diplomatic language?" before you speak. For more information, please consult the HABSMUN Delegate Code of Conduct on Page 4.

Video & Muting

We request all delegates to keep their cameras on throughout the conference, since it is more enjoyable and real experience. All delegates will be on mute unless recognised by the chair or asked to unmute by the chair or official. We also request all delegates join on a laptop.

Delegate Code of Conduct

By being a delegate at HABSMUN you must adhere to the following Code of Conduct at all times, any infringement of the Code of Conduct will be reported and may result in disciplinary action:

1. Delegates must follow debate procedure at all times, and behave in a manner befitting the spirit of the United Nations
2. Addressing the General Assembly or the Committee is to be considered a privilege and honour and, as such, any offensive speech-making is prohibited. Whilst humour is encouraged, it must be kept relevant and appropriate.
3. Respect must be shown at all times to Chairs, Advisors, members of the Secretariat, the Secretary-General, Presidents of the General Assembly and fellow delegates. Any disrespectful behaviour to these individuals will be deemed as inappropriate behaviour, and appropriate sanctions will be taken.
4. Discrimination, racism and intolerant or abusive language will not be tolerated. This includes during the debate, but also during breaks or during general conversation, whether that be live or through a chat function. Delegates should be respectful of every delegate's opinion and should be cautious when talking about sensitive issues
5. Delegates are reminded that there is to be no smoking, consumption of alcohol or drugs whilst participating in HABSMUN.
6. Delegates are prohibited from taking any photographs or video of HABSMUN
7. Delegates must keep to their designated Zoom link and notify the chair of any technical issues or the Head of IT
8. Inappropriate behaviour will result in warnings and, depending on the severity, temporary or permanent exclusion from committee at the discretion of the Chairs, as well as consideration for awards, and possible exclusion from the conference at the discretion of the Organising Committee, Secretary-General and/or the Conference Director

In the event of any other queries requiring immediate advice, please notify your chair and they will get in touch with the Secretary-General, the Conference Director and your advisor if needed.

Committees, Topics & Chairs

Disarmament (DISEC)

Chairs: Aarnav Panda & Aarush Mitra

Topics: The Question of Increased Use of Technology in Conflict Zones & The Question of the Regulation of Arms Sales to Nations with Poor Human Rights records

Health (WHO)

Chairs: Keshav Kedia & Param Vyas

Topics: The Question of Vaccine Equality & The Question of a Woman's Right to Choose

Special, Political & Decolonisation (SPECPOL)

Chairs: George Balint & Kazim Yurtseven

Topics: The Question of Foreign Disinformation & The Question of the Chagos Islands

Social, Cultural & Humanitarian (SOCHUM)

Chairs: Julien Boret & Jitong Zhou

Topics: The Question of Mental Health in Youth & The Question of LGBTQ rights in the Middle East

Crisis Committee

Chairs: Rishi Jobanputra & Zuhair Hermani

Topics: See habsmun.com/committees

Special Commission (SPECCOM)

Chairs: Hannah Moshal & Prashant Pandya

Topics: The Question of Freedom of Speech & Censorship

United Nations High Commissioner for Refugees (UNHCR)

Chairs: Aryan Sanghrajka & Lauren Frankal

Topics: The Question of the Social Inclusion of Refugees & The Question of Climate Migrants

Security Council (SC)

Chairs: Lucas Valladares & Temi Elesin

Topics: The Situation in Myanmar & The Question of Jerusalem

Online Participation Guide

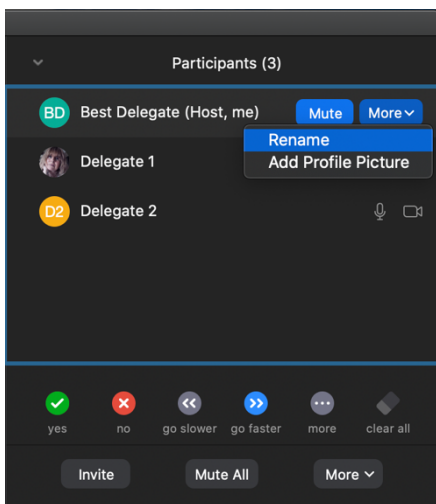
As mentioned before, this year’s conference will take place via Zoom. More information about procedures and accepted motions is available on habsmun.com

Joining HABSMUN 2021

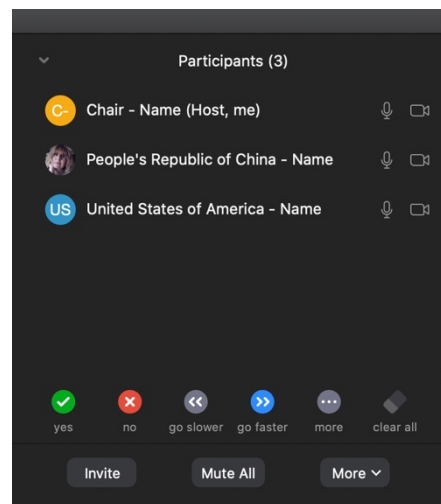
We request all delegates join on a laptop seeing as some features may not be accessible when joining on iOS or Android. **All Zoom links will be sent to advisors prior to the start of the conference, if you have not received your link(s) by the 12th March please email habsmun@habsboys.org.uk ASAP or contact your advisor.**

Please join with your name in the following format: **[Delegation - First Name]**

If you are unable to join with your name in that format your chair will ask you to change your name (rename yourself). You can do this by hovering over your name in the participants tab, which will reveal a drop-down menu with a “rename” function. Renaming will serve to replace your typical committee placard!



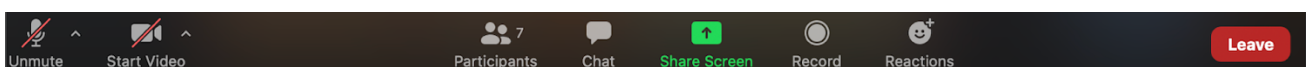
BEFORE



AFTER

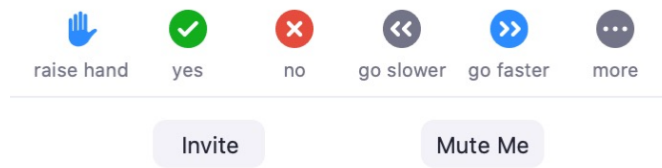
Action Menu & Actions

Everything can be accessed through the Action Menu. There are two key aspects of the action menu: The **Participants** tab and the **Chat**.



Your tab will be at the bottom of your screen and look very similar to this

In the participants tab you will find function menu at the bottom looking like this:



Your function menu will look like this

You should use the following buttons for the following reasons:

Raise Hand: Whenever you wish to raise a point, motion, give a speech or ask a question

Yes: To vote in favour of a resolution, amendment or motion

No: To vote against a resolution, amendment or motion

More: Your chair will likely choose an icon from “more” to indicate an abstention

Your chair may also use Zoom polls to collect votes or opinions of the committee

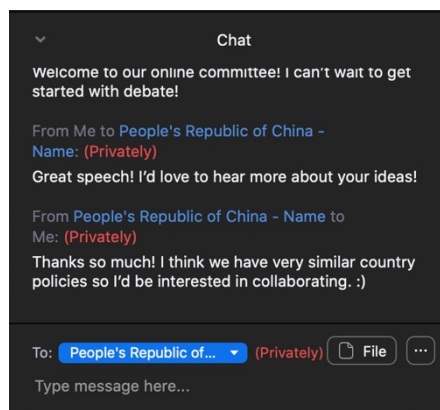
Note: Older versions of Zoom may have different layouts and features, so please try and download the most updated version of Zoom.

Zoom Chat

The Zoom chat serves two important purposes during Committee: **allowing communication of information and timing by chairs and sending notes to delegates**

Zoom allows you to send delegates private messages in real time, which you can use to negotiate, work on creating amendments and solutions, coordinate bloc voting, creating yield chains and more. You should also send direct messages to chairs for any issues that arise.

To directly send a message, please open the Chat tab and in the “To:”, please select the delegate/person you wish to send a message to. Ensure **everyone** is not selected. **You should not send messages to everyone unless directed to by chairs.**



Example Chat

Lobbying

There will be a period of lobbying at HABSMUN, at the discretion of the Chairs. Lobbying will be conducted in Breakout Rooms, and delegates will be able to move in and out of Breakout Rooms to try and lobby votes for their resolution

Each delegate, if submitting a resolution, must also fill out a Lobbying Form, with all the details about the resolution, themselves and their signatories. Delegates to gain signatories must collect other delegates' **DELEGATION, Name & School** for the signature to count and all signatories will be checked. The number of signatories varies by committee and will be decided by the chairs, and delegates must have *no more than 2 signatures from other delegates from their school.*

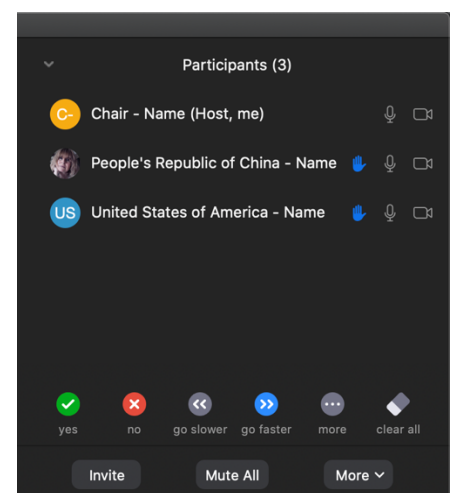
The chair will then choose the 5 best and approved resolutions for each topic to be put to a vote by the Committee and the resolution with the most votes will be debated

Debate Procedure

1. The chair will call the floor to order and announce the resolution being debated
2. The timing of each debate will be at the discretion of the Chair
3. The chair will invite the main submitter to make an opening speech
4. The chair will then invite the speaker to make a 2-minute speech, which will be interrupted if time has overrun
5. The chair will then ask the speaker whether the delegate opens themselves up to any points of information
6. At HABSMUN, the number of POIs is at the discretion of the chair and chairs will try to give everyone an opportunity to speak and will encourage delegates who haven't spoken much to speak. Delegates can reject points of information or request a specific number of POIs
7. The chair will then ask the speaker "How does the delegate wish to yield?". Delegates can yield to the chair or to another delegate. At HABSMUN, only an A→B yield chain will be accepted
8. The chair will then move the committee into open debate and amendments will be allowed to be submitted

Note: Debate in the Security Council, Special Commission & Crisis is conducted clause by clause

When you wish to speak, please raise your hand using the raise hand function as shown here →



Amendments

At the start of the conference your chair will send you a link to a Google Form where you will be able to submit your amendments and your chairs will then be able to type it up and send it to the committee through the Zoom Chat and update it on the shared document

Voting Procedure

The chair, through a motion to skip to voting procedure or the cloture of debate, will announce to the committee that they will now enter voting procedure on the amendment, resolution or motion.

Note: When voting on amendments, abstentions are NOT in order

Note: Voting procedure will be done for every clause outlined in the process below for every clause and the resolution as a whole in Security Council, Crisis & Special Commission

The chair will then call for delegates to vote “for” the resolution, amendment or motion to indicate their vote

For a delegate wishing to vote “for”, please go to the participants tab and click the “yes” button

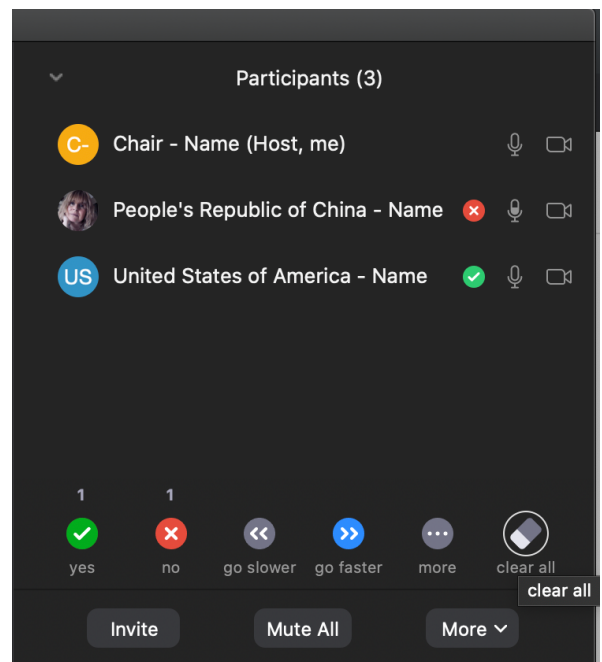
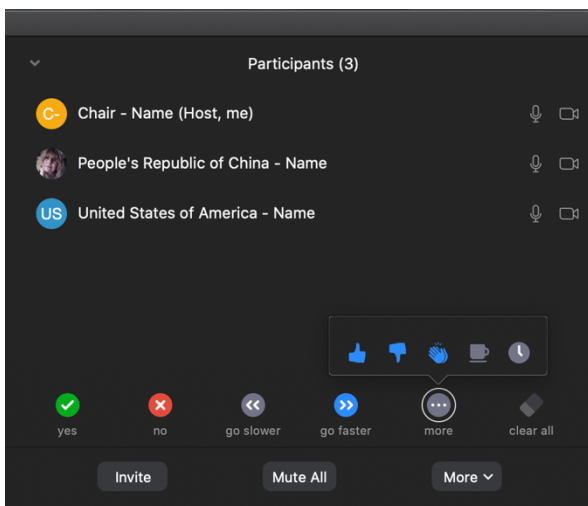
The chair will then call for delegates to vote “against” the resolution, amendment or motion to indicate their vote

For a delegate wishing to vote “against”, please go to the participants tab and click the “no” button

If voting on a resolution, the chair will then call for delegates wishing “to abstain” from voting to indicate

For a delegate wishing “to abstain”, please go to the participants tab and click the button told to by the chair

Note: The chair may decide to hold a roll call vote if they wish or a motion has been submitted to vote by roll call



Voting in the Security Council

The chair will first ask any of the P5 members (Russian Federation, United States, United Kingdom, Republic of China & France) if they are planning to vote in the negative. To indicate they are planning to vote in the negative, delegates from P5 nations must **raise their hand, by pressing the raise hand function.**

If any have indicated, the chair **may** invite the main submitter of the clause and the delegate(s) who have indicated their vote in the negative to be placed in a breakout room for a short period of time (at the discretion of the chair, up to a maximum of 5 minutes) to speak about the issues and attempt to convince the delegate to vote for or abstain from voting

The chair will then recall all delegates and start the official voting procedure on the clause or resolution

The chair will then call for delegates to vote “for” the resolution, clause or motion to indicate their vote

For a delegate wishing to vote “for”, please go to the participants tab and click the “yes” button

The chair will then call for delegates to vote “against” the resolution, clause or motion to indicate their vote

For a delegate wishing to vote “against”, please go to the participants tab and click the “no” button

The chair will then call for delegates wishing “to abstain” from voting to indicate

For a delegate wishing “to abstain”, please go to the participants tab and click the button told to by the chair

The chair will then count and report the votes to the Council and clapping may or may not be in order depending on the result. A negative vote by a Permanent Member of the Council will result in the failure of the resolution or clause.

Position Papers

Each delegate can publish their position papers to a shared google drive where all published position papers can be seen. A position paper explains your nation’s thought on the issues and allows other delegates to find other nations who align with their policies, helping to form alliances. A sample position paper is shown below:

Committee: Security Council
Country: United States
Topic: Military Strikes on Syria

The United States wholeheartedly believes in the spreading of democracy, freedom and the values of equality and justice. Therefore, it is of our opinion that military strikes on the Syrian Arab Republic are necessary to our foreign policy to help the spread of our beliefs. We accept that at times we may be lonely in this fight however, we encourage all of our allies to work together to help a nation in ruin. We believe that the United Nations

should take a more active stance in ending the Civil War in Syria and should send peacekeepers to the region.

However, we are concerned with the rising number of refugees fleeing the country and we believe that the safety of the innocent Syrian people should be prioritised therefore, sending peacekeepers to the region will help this and help those who have fled return home.

This is the United States' opinion on the matter of military strikes in Syria and we hope the Security Council can pass an impactful resolution which strengthens democracy and the rule of law in the Syrian Arab Republic.

Chairs will send a link to the google drive folder at the start of the conference.

General Assembly & Resolution Selection

One passed resolution from each committee will proceed to be debated at the General Assembly on Sunday. Near the end of the day, the main submitters of all the passed resolutions will have a chance to lobby delegates for votes in breakout rooms. Following this, the submitters of the two most popular resolutions will proceed to a 'head-to-head' mini debate on why their resolution should be chosen. The committee will then vote by rollcall on the winning resolution.

At General Assembly you will debate as a delegation and in front of all delegates attending the conference not just those in your committee. You will have the opportunity to debate and speak on resolutions debated on not just in your committee but other committees as well. Debate procedure for General Assembly is the same as debate procedure in Committee with presiding officers (Chairs) being the Presidents of the General Assembly. The difference being each delegation receives a single vote not each delegate.

Tips!

Chairs encourage all delegates to submit resolutions, make amendments, speeches and POIs as well as form alliances to make the MUN experience more enjoyable! There are a plentiful of resolution writing and debate resources available at habsmun.com. Awards will be given at HABSMUN 2021 and the best way to be in the running is to get involved in the debate! It does not matter whether your resolution or amendment passes or not, the important thing is that you are contributing to the debate.

Every delegate must be respectful of other opinions and of different cultures and heritages when talking about sensitive issues, however humour in speeches is encouraged to keep debates lively and fun for all!

Finally, this conference is made for you. Try and make the most out of your experience and give it your 100%! The best delegates are the ones who see HABSMUN as an opportunity to have fun, show your skills, work as a team and make a difference.

If you ever need any help at the conference please tell your chairs or contact a member of the Executive Team or any help before the conference, please email habsmun@habsboys.org.uk

Timetable

Saturday

09:00 - 09:30 Roll Call & Lobbying

09:30 - 12:45 Committee & Breaks

12:45 - 13:45 Lunch

13:45 - 17:00 Committee & Breaks

Sunday*

08:45 - 09:00 Arrival

09:00 - 10:40 General Assembly Debate

10:40 - 10:55 Break & Energiser

10:55 - 12:15 General Assembly Debate

12:15 - 13:00 Closing Ceremony & Awards

***Note**, the Sunday is optional however, we really recommend you join us for the chance to have your committee's resolution debated in General Assembly and receive awards in Closing Ceremony

Additional Information

Google Drive & Folder

At the start of the conference, Chairs will share a link to a Google drive folder which delegates can access all resources needed throughout the conference, such as links to forms, resolutions and position papers. Delegates should keep this folder open throughout the conference as debated resolutions will be viewed through the folder and updated live with any passed amendments.

You will probably be required to “Sign In” to Google to check your identity, for safeguarding reasons we ask that delegates sign in (or sign up if you don’t have an account - it is free to create one) using their **school email address** and not their personal ones. **Under no circumstances** should delegates be sharing personal email address’, contact details or social media links at any point during the conference. If you need help with anything on the day, please ask your chairs.

Resolutions & Approvals

All resolutions being debated at HABSMUN must go through our Approvals Panel. All advisors can submit resolutions on your behalf, or we can do it for you. If you need us to submit a resolution for you please email habsmun@habsboys.org.uk with your name, school, delegation, committee and the topic.

You can submit resolutions on the day of HABSMUN, but it will be harder for it to be approved faster and for it to be debated in Committee. We encourage all delegates to write a resolution and submit at least 3 days prior to the conference if possible!

Delegate Awards

There will be awards at HABSMUN 2021 and they will be presented during Closing Ceremony on the Sunday.

Delegates at HABSMUN will be eligible for awards based on their performance in committees. The following award categories will be used:

- Best Delegate
- Distinguished Delegate
- Highly Commended Delegate

Committee Chairs will be using the following criteria to decide the allocation of delegate awards

Effectiveness in debate

Outstanding delegates will employ a number of different devices to be effective in their speeches and points of information. Knowledge of the issues, innovative methods of solving problems, rhetorical and persuasive speech-making and the ability to respond well to the comments and points made by other delegates will all provide evidence of debating skill.

Accurate representation of the country's policies

Delegates should research the policy position of the country that they are representing on all the topics being discussed in committee. A broad understanding of their country's history, international relations and so forth will also serve to strengthen a delegate's ability to represent their country accurately.

Negotiation and consensus-building skills

Part of the idea behind MUN is to encourage delegates to develop skills in communicating with others, being persuasive and, ultimately, building collaborative solutions to global problems. Outstanding delegates will show their capabilities in this respect during both lobbying and debate.

Adherence to parliamentary procedure

A criterion that will form part of the decision for the allocation of awards is the extent to which delegates conduct themselves in a manner suited to Model United Nations debate. This will include a reasonable understanding of the rules of procedure, attendance and generally good behaviour.

Delegation Awards

The Secretary-General and the Presidents of the General Assembly will also be presenting awards to delegations as a whole that perform exceptionally well, with the categories being:

- Best Delegation
- Distinguished Delegation
- Highly Commended Delegation

The allocation of delegation awards will be based on the following criteria.

Performance in committees

The performance of members of the delegation in their respective committees (according to the above criteria) will be considered. Delegate awards will form a good indication of delegates' effectiveness in this respect.

Performance in General Assembly

As well as being outstanding in committee, delegates will have to co-operate as a delegation when representing their country in General Assembly.

In addition to the above criteria for delegates, submitting successful resolutions and amendments will be an indicator of an exceptional delegation.

Help

If you need help with anything before the conference, please email habsmun@habsboys.org.uk. If you need help during the conference, please ask your chair

Finally, we hope you have fun at HABSMUN 2021! We are patiently awaiting some very exciting and fruitful debate!

To access more resources, visit habsmun.com

