SMIRC

Santa Margarita Catholic High School International Rules Conference

Logo

Description automatically generated

Delegate Guide

Before the Conference:

* Prepare a policy statement for both topics.
  + The policy statement is a 1-minute speech explaining your country’s position on each of the committee’s topics with a specific focus on one. This speech should not discuss possible solutions or resolutions; it is purely a description of policy for reference when deciding which countries could potentially work together.
* Prepare resolutions for both topics and be prepared to answer questions and defend your resolution in committee.
* **April 10 – Resolutions due to your MUN teacher for a grade. You can continue to edit and improve your resolution for the conference after this date. However, any edits done after submission will not be considered for your class grade.**

At the Conference:

*Flow of Committee*

1. Presentation of Policy Statements
   1. All delegations are asked to give this speech and will go in alphabetical order with one delegation speaking at a time and then the next delegation will proceed directly after.
   2. The process repeats until all delegations who wish to speak have shared their policy with the committee.
   3. Each delegation may only speak once during this time.
   4. A delegation is not required to present a policy statement; however, it is highly recommended.
   5. Speeches should be 45 seconds to 1 minute long.
   6. Speeches should not be read.
2. Lobbying
   1. The goal of lobbying is to have other delegations agree to debate your resolution. During this time, delegations are encouraged to solidify resolutions and/or merge resolutions with other delegations. **Resolutions may not be more than 8 operatives and 3 sub-operatives** **per operative** regardless of whether or not they have been merged.
   2. For a resolution to qualify for debate, it must earn at least 5 signatures from other delegations. **2/5 signatures must be from a different grade level than the main submitter.**
   3. Signing a resolution signifies that the named delegation wishes to see that resolution debated (either in favor or against) in committee.
   4. **Each delegate may only be a signatory to ONE resolution per topic.**
   5. During lobbying, delegations explain their resolutions to others, aiming to merit the other delegations’ signatures on their resolution.
   6. This process is like earning signatories in a non-international committee setting.
   7. **Each resolution will have a main submitter, 1st yield, and 2nd yield** (read more about this in the presenting resolutions section). Your goal is to be the main submitter or at least one of the first two yields.
   8. **Main submitter, 1st yield, and 2nd yield may not all be in the same grade level.**
   9. You do not need to merge your resolution. You can submit the one you wrote before the conference, but you still need to have 5 signatories.
   10. Lobbying is like caucusing but a little different. During lobbying, you are merging resolutions not creating operatives. You might make some minor changes, but you are using your pre-written resolution(s) and the operatives in them.
3. Approval Panel
   1. Each main submitter submits their resolution to the approval panel along with their signatures from lobbying.
   2. **Resolutions will be submitted as a Google Doc via email to the chairs (must provide editing access when sharing document).**
   3. To pass the approval panel, the resolution must have:
      1. The required number of signatures from other delegates,
      2. **Proper MUN resolution formatting (see proper formatting in sample resolution below).**
   4. If you do not pass the approval panel, the chairs will advise you to make the correct edits and resubmit to the approval panel.
4. Presenting Resolutions
   1. Depending on the length of the resolution presented, the committee will receive 3-5 minutes to review the resolution and formulate questions and/or a position.
   2. The time to debate a resolution is set by the chair. (30-45 minutes)
   3. The main submitter of the resolution steps in front of the committee to make a speech summarizing the resolution and why it should be passed by the committee.
   4. The chair then asks if the speaking delegate would like to open himself to questions; the delegate responds accordingly and is **highly encouraged to** **respond with “any and all”**.
   5. Then one delegate will be called upon to ask a question and is highly encouraged to start the question by asking, **“does the delegate not agree that \_\_\_\_?”**
   6. When the speaking delegate answers a question, the delegate asking the question is encouraged respond by asking the chair for a **“right to reply?”** which the chair will grant/deny depending on how time permits. When granted, **the delegate asking the question is encouraged to ask a follow-up question**.
   7. After answering questions on the resolution, **the delegate may** **yield the floor to the chair or another delegate; if first and second yields are specified in the document, then those specified are to be called upon in that order**. Up to three yields may be entertained.
   8. Each speaker going forward is to follow the same process as the first. Speakers may speak for or against the resolution, or offer an amendment, the procedure for amendments is explained at the bottom of this guide.
      1. Speakers for and against are granted yields by the chairs’ discretion.
      2. Amendments are **necessary** and encouraged.
5. Voting Bloc
   1. Each resolution is to be voted on immediately after it is presented.
   2. The majority (50% +1) of the committee is needed to vote in favor of the resolution for it to pass.
   3. If a resolution is passed in committee, it will be passed to the General Assembly for a final debate and vote. **The goal of an international conference is to have your resolution successfully pass in GA.**
6. Personal Pronouns – you should not use personal pronouns during debate. Instead of would you agree, you would say, “would the delegate agree.” Instead of I believe, you would say, “the delegate of Botswana believes.”

*Points and Motions*

1. **Point of Information to the Chair**
   1. If a delegate wishes to announce something to the committee, he/she can use this motion, saying “May the committee please be made aware that…” Points of Information directed towards other delegates must be in the form of a question.
   2. Points of information are most commonly given during resolution debate and must be factual and not opinion based.
   3. **These can be used to inform the entire committee of a matter without giving a formal speech (should be less than 30 seconds).**
2. Point of Parliamentary Procedure
   1. This point can be used in questioning the chair’s actions or the order of debate.
3. Motions for Flow of Committee
   1. If delegates wish to ask more questions to a speaker, they may motion to extend points of information.
   2. **When a point of order is made, other delegations may then informally announce that they “second” (favor) the extension or say “objection”, meaning they oppose it. Ultimately, the final decision will be up to the chair, considering what time will allow.**

*Amendments*

1. **If a delegate wishes to submit an amendment, he/she is to write it and submit it to the provided form (will be provided link the day of the conference).**
2. Any delegate may submit an amendment for any resolution.
3. **The chair will call upon the delegation who submitted the note and he/she will be given an opportunity to speak on it, answer questions, and yield as necessary (1-2 yields are recommended).**
4. The amendment will be debated and voted on in committee following the same process as resolutions.
5. If the amendment passes, the resolution will be judged with the new amendment included.

*Sample Resolution*

**\*\*Submit as a google doc and give editing rights to chairs.**

FORUM: Committee of Crime Prevention and Criminal Justice (CCPCJ)

QUESTION OF: (Topic)

Main Submitter: Country 1 – Grade Level

First Yield: Country 2 – Grade Level

Second Yield: Country 3 - Grade Level

Signatories: Country (Grade Level), Country (Grade Level)…

To the Commission of Crime Prevention & Criminal Justice,

Preambulatory clauses (no more than 5),

1. Operative Clauses (no more than 8),
   1. subclause 1 (no more than 3 per operative clause)
   2. subclause 2
   3. subclause 3;

Schedule of Events:

**April 13, 2023 (9:00 am – 3:45 pm)**

9:00 Introduction and Instruction

9:30 Official Lobbying

10:30 Service Project

Approval Panel

12:00 Lunch – Chick Fil A

12:30 Individual Committee Meetings – Instructions

45 Seconds- 1 minute Policy Speeches

45 minutes per Resolution – 3 resolutions per topic

3:45 – approximate dismissal time

**April 14, 2023 (8:15 am – 2:00 pm)**

*(If you wish to attend mass you may but it is optional.)*

*8:15 Check In – in front of Solano Church*

*8:30 Mass at Solano Church*

9:30 Breakfast – KD Donuts

10:00 Individual committee meetings – 3 resolutions 45 minutes each + 2 x 10-minute breaks

12:35 Lunch – Ballpark Pizza

1:30 Closing Ceremonies / Clean up.

2:00 approximate dismissal time / Handel’s Ice Cream!