

# ARPSMUN IV



**GUIDEBOOK**



# Introduction

**Welcome to the Fourth Annual ARPSMUN. After months of preparation, commitment, and careful planning, we look forward with great anticipation to welcoming you on the 16<sup>th</sup> and 17<sup>th</sup> January.**

**At Al Rawabi Private School, we recognise the importance of MUN conferences in the education of all high school students. They offer students a fantastic chance to engage with one another, perfect their critical teamwork and communication abilities, and even overcome social anxiety. These factors ensure that every ARPSMUN participant has a fulfilling and enjoyable experience.**

**We are certain that everyone will enjoy their weekend with us at ARPSMUN IV after the hard work we put into assembling councils, selecting team members for key responsibilities, and working with incredible sponsors. Ultimately, we dedicated all our effort to shaping this MUN into what it is today. We sincerely hope that all of you enjoy this experience.**

## Females

- \* Formal pantsuits or skirts are required.
- \* Skirts and dresses must be at least 2 cm below the knee. (Stockings do not compensate for length.)
- \* Sleeveless tops, sheer, or see-through clothing are not permitted.
- \* Traditional abayas are allowed only in the Arabic council.
  - \* Heels must be no higher than 5 cm.
- \* Sneakers, sandals, and slippers are strictly prohibited.
  - \* Neon colors and complex floral patterns are not allowed.

## Males

- \* A formal suit is mandatory. This includes a dress shirt, tie, and jacket.
- \* Formal dress shoes must be worn. Sneakers, sandals, and slippers are not allowed.
  - \* No neon or unusual colors are permitted.
- \* Traditional thobes are allowed only in the Arabic council.



## Rules:-

- \* **All participants Must arrive the conference on time.**
- \* **The official dress code must be followed without exception.**
- \* **Conference badges must be worn at all times.**
- \* **Smoking or possessing any smoking device is strictly prohibited.**
- \* **Public displays of affection (PDA) are not permitted under any circumstances.**
  - \* **“Diplomatic marriages” are strictly prohibited.**
- \* **Damaging hotel property or roaming the hallways without proper authorization or a valid reason is not allowed.**
- \* **The use of inappropriate, offensive, or disrespectful language (spoken or written) is strictly not allowed.**
- \* **Keep all personal belongings with you at all times. ARPSMUN IV and Gulf Hotel are not responsible for any lost or damaged items.**
- \* **Delegates must maintain mutual respect toward all individuals at all times.**



# The Clip System at ARPSMUN

**At ARPSMUN, discipline and respect are the foundation of a successful conference. To ensure fairness and professionalism, we use the clip system, a structured way of addressing serious rule violations. A clip is more than just a reminder it is an official record of misconduct, given to any delegate, chair, or staff member who disrupts the flow of debate or fails to uphold the spirit of diplomacy.**

## **How the system works:**

- **First Clip – A Warning:** Serves as a formal notice to correct behavior and return to the standards expected at ARPSMUN.
- **Second Clip – Loss of Awards:** The participant becomes ineligible for any form of recognition, no matter their performance.
- **Third Clip – Removal:** The participant is dismissed from the conference entirely, as repeated misconduct cannot be tolerated.

**This system highlights that success at ARPSMUN is not only about strong arguments and debate skills, but also about demonstrating respect, responsibility, and true diplomatic spirit.**

# **Roles:**

## **Delegates**

**A delegate is going to act as a diplomat in the UN and they will represent their selected country in certain issues. As a delegate you will be taking part in many heated debates to see whos solution will come out on top.**

## **Runners**

**The main role of a runner is to ensure the wellbeing and safety of delegates. They equip delegates with stationary and materials needed and ensure that all the delegates needs are fulfilled. In addition, they are responsible for various tasks when the council is in session, such as passing diplomatic notes. They also assist in guiding delegates from place to place and escorting them to the bathrooms.**

## **Chairs**

**A chair acts as the moderator of the committee. They ensure that the debate is going smoothly and fairly. In addition, the chairs guide the delegates through the MUN procedures and ensures all rules are followed and the objectives are met, furthermore making sure every delegate has a good time. There are two chairs per council.**

## **Security**

**Securities in a MUN are responsible for ensuring the safety and smooth flow of the conference. They help maintain a comfortable environment for all participants while also assisting chairs in implementing the rules and monitoring council entry.**

## **Press**

**The press team act like journalists, they attend council sessions and are always around to take photos of the event, your role is to report on the progress of debates, highlight key events, and provide updates throughout mun conference.**



# **PROCEDURE**

**1 ROLE CALL**

**2 OPENING SPEECHES**

**3 LOBBYING AND MERGING**

**4 DEBATE**

**5 VOTING PROCEDURE**



## **Roll Call:-**

**Roll call is the official attendance check conducted at the beginning of each ARPSMUN session. As the chairs call out each country, delegates must raise their placard and clearly state either “Present” or “Present and Voting.” This ensures that every delegation is accounted for and sets the tone for active participation.**

- **Present: Declaring yourself Present confirms your attendance while allowing you the option to abstain during voting procedures.**
- **Present and Voting: Declaring yourself Present and Voting obliges your delegation to participate in every vote, with no option to abstain.**



**This simple yet important procedure highlights each delegate’s level of commitment and reinforces the professionalism expected throughout the conference.**

# PROCEDURE

## **Opening speech:-**

**Everyone in the General Assembly and Arabic councils must prepare a 1-minute speech. You'll read it in front of the council. The chairs will knock once at 30 seconds and twice at 50 seconds. When the 1-minute timer is up, the chair will stop you. In your speech, you'll show if you agree or disagree with the issue, and this will help you find other countries to work with.**

## **Structure and content:-**

### **1. Introduction**

**Begin by addressing the chairs, esteemed delegates, and the council.**

### **2. Body**

**Present the first issue along with your country's position, supported by key facts and a concise solution, and subsequently repeat this procedure for the second issue.**

### **3. Conclusion**

**End by calling for collective action and encouraging other countries to join your efforts in resolving the issues.**

**Note: Delegates should prepare their speech before coming to the conference.**

# **PROCEDURE**

## **OPENING SPEECH SAMPLE**

**Council: ECOSOC**

**Issues: Banning of Street Food Businesses &  
Cryptocurrency as  
Sole Payment**

**Country: Bahrain**

**Honorable chairs and fellow delegates,**

**The delegate of Bahrain is addressing two key issues impacting both public health and economic stability.**

**The first is the growing concern over street food businesses, which, while vital to local economies, pose serious health risks due to poor hygiene and sanitation. Illnesses like E. coli and Hepatitis A are still common due to lack of regulation. The delegation of Bahrain does not support a full ban but proposes safer regulations- including sanitation training and mandatory inspections- to allow vendors to operate safely while protecting public health.**

**The second issue is the proposal of using cryptocurrency as the only payment method. Bahrain sees potential in digital innovation but warns against full dependence on it. Many people, especially in low-income or rural areas, lack access to digital tools. Bahrain recommends a hybrid payment system that supports both cash and crypto, ensuring no citizen is excluded from the economy.**

**Thank you.**

## **PROCEDURE**



### **Lobbying and merging:-**

**Lobbying and merging is the stage where delegates come together to draft a resolution that effectively addresses the council's topic.**

**Delegates with similar positions merge their clauses to create a detailed and comprehensive resolution. During this session, delegates may speak informally, use smart devices for research, and move freely around the room to negotiate and form alliances.**

**It is essential to collaborate with countries that share similar policies and stances, rather than simply working with friends, to ensure a strong and well-structured resolution**



# **PROCEDURE**

## **Debate:-**

- 1. The main submitter begins by reading out the resolution.**
- 2. The main submitter then explains the resolution or may yield the floor to a co-submitter to present it.**
- 3. The presenter (main submitter or co-submitter) must respond to two mandatory points of information from other delegates.**
- 4. It is mandatory for the debate to include at least one speech for the resolution and one speech against the resolution.**
- 5. Delegates delivering speeches are required to accept at least one mandatory point of information.**
- 6. If any amendments are proposed, the council will debate whether they should pass or not, following the procedure specific to amendments (as further explained in the guide)."**
- 7. Once debate concludes, the voting procedure takes place to decide whether the resolution passes.**

# PROCEDURE

## Research:-

After receiving your council and country assignments, we strongly encourage you to conduct thorough research in preparation for the MUN. Familiarize yourself with your country's policies, identify potential allies and opposing nations, and consider how best to build strategic partnerships within your council. In addition, we recommend researching all matters relevant to the council's agenda to ensure that you are well-prepared for meaningful debate. Sources:-

- [Wto.org](http://Wto.org)
- [Un.org](http://Un.org)
- [Un-ilibrary.org](http://Un-ilibrary.org)
- [European-union.europa.eu](http://European-union.europa.eu)
- [Cia.gov](http://Cia.gov)
- [data.un.org](http://data.un.org)
- [muninstitute.com](http://muninstitute.com)
- [bestdelegate.com](http://bestdelegate.com)
- [cfr.org](http://cfr.org)
- [aljazeera.com](http://aljazeera.com)
- [news.un.org/en/](http://news.un.org/en/)
- [reuters.com](http://reuters.com)





# RESOLUTION

## How to Make Your Resolution

### Step 1: Start Off

- Clearly state your council's issue.
- Write your council's name.
- Identify the main submitter for the resolution.
- List the co-submitters.

### Step 2: Research

- Dive into research based on your issue to gather relevant facts.
- Use these facts to craft your Preambulatory Clauses.

### Step 3: Solutions

- Once your preambulatory clauses are ready, move on to writing your Operative Clauses.
- These should outline solutions created by you and your fellow group members to effectively address the issue.

# RESOLUTION SAMPLE:-



Issue: Cyber Peacekeeping Corps — Youth Defenders of Digital Truth

Council: The United Nations Security Council

Main Submitter: Republic of Korea

Co-Submitters: United Kingdom, Australia, Japan, Turkey

## Preambulatory Clauses

The United Nations Security Council.

1. *Deeply* concerned about the rising number of cyberattacks, online misinformation campaigns, and digital crimes that threaten international peace and security,
2. *Alarmed* by the potential misuse of shared cyber data and intelligence that could violate national sovereignty and privacy,
3. *Acknowledging* the importance of youth participation in ensuring a safer digital future, while emphasizing the right of every nation to protect its own digital infrastructure,
4. *Taking note* of past instances where global data-sharing systems have been exploited for espionage or political manipulation,
5. *Recognizing* that each country faces unique cyber challenges and therefore requires independent strategies suited to its specific needs,

## Operative Clauses

1. *Urges* all Member States to strengthen their national cyber defense systems independently,
  - i) By investing in domestic cybersecurity infrastructure and technological innovation,
2. *Supports* national programs for training youth in cybersecurity. encouraging domestic initiatives to educate and empower young digital defenders,
  - i) Encourage all Member States to invest in youth-focused cybersecurity education and training programs to develop skilled cyber defenders,
3. *Recommends* cooperation between nations in the exchange of non-sensitive knowledge and best practices only, while avoiding the sharing of classified intelligence.

# FOR AND AGAINST SPEECH:-



## **For Speeches:**

**For speeches are delivered by delegates in support of a resolution, regardless of its authorship. Once the main submitter has read out the operative clauses, they are granted two minutes to explain their resolution in detail and persuade the council of its merit. Following this, the floor opens to two mandatory points of information from other delegates.**

**In addition to the main submitter, any delegate who supports the resolution may deliver a for speech. The purpose of these speeches is to emphasize the strengths of the resolution, clarify its objectives, and convince the council to cast their vote in favor.**

## **Against Speeches:**

**Against speeches are delivered by delegates opposing a resolution, regardless of its authorship. After a for speech has been presented, at least one against speech must follow. The delegate delivering the speech is given two minutes to outline their objections, highlight weaknesses in the resolution, and present reasons why it should not be approved.**

**As with for speeches, the delegate is then subject to two mandatory points of information from other delegates. Against speeches may be delivered by any delegate who disagrees with the resolution, with the aim of persuading the council to vote against it.**

# **AMENDMENTS:-**



**Amendments are used to alter a resolution. Delegates can either remove or modify an operative or preambulatory clause, by rephrasing it or adding new content.**



**Amendments can not be presented to the Chairs during speeches.**

## **HOW TO SUBMIT AN AMENDMENT:-**

- **Write the amendment on a piece of paper**
- **Hand the note to a Runner, who will deliver it to the Chairs**
- **The amendment must include:**
  - **The name of the submitter**
  - **Specification of the clause to be modified**
- **Once presented, the main submitter can classify the amendment as either friendly or unfriendly**

# **Points and Motions :-**

## **Points:-**

**In MUN, “points” are requests or questions made by delegates to fix an issue, ask about rules, or get clarification during the debate.**

## **Motions:-**

**In MUN, “motions” are formal suggestions or actions made by delegates to change what the committee is doing like starting a debate, moving to voting, or taking a break.**

## **Points and motions :-**

### **Point of Personal Privilege:**

**lets delegates raise issues that affect their ability to take part in committee sessions. This could be things like not hearing properly, feeling uncomfortable with the room temperature, or needing to step out briefly.**

**If a delegate wants to leave for a short time (for example, to use the restroom or take a call), they usually write a note on a chit and pass it to the Chair, who will handle the request without disturbing the debate.**

### **Point of Order:**

**is used when a delegate thinks the committee rules are not being followed or needs clarification on procedure. The delegate raises the point to alert the Chair, who then fixes the issue or explains the rule so the debate runs smoothly.**

### **Point of Parliamentary Inquiry:**

**Allows delegates ask questions about the committee's rules or procedures. For example, they might ask how much time is left in a debate or what the next caucus is called. The Chair answers these questions to help delegates understand the process and take part effectively.**

### **Point of Information:**

**is when a delegate asks a question about a speech or part of the debate to better understand it. With the Chair's permission, the delegate can direct their question to the speaker. This helps keep the discussion clear and encourages a more interactive debate.**

**Motion to Extend Debate : Used when the allocated time for a caucus (moderated or unmoderated) has ended, but delegates want more time to continue the discussion.**

**Motion to Divide the House : Called after a vote when the result is unclear or too close. It requires all delegates to vote again, with everyone present, to ensure accuracy.**

**Motion to Move to Voting Procedure : Proposed when debates are becoming repetitive or unproductive. It allows the committee to stop further discussion and immediately begin voting on the issue.**

**Motion for an Unmoderated Caucus : A more informal debate where delegates can freely move around, talk in groups, and negotiate without waiting for the chair to give them the floor.**

**Motion for a Moderated Caucus : A structured debate where delegates speak one by one, with equal speaking time, usually focusing on a specific sub-topic chosen by the committee.**

**Right of Reply : Granted when a delegate feels their country has been insulted or misrepresented. It allows them to formally respond to the offensive statement.**

## **The Operative Clauses:-**

**Operative clauses are the part of a resolution that list the actual solutions to the problems mentioned in the preambulatory clauses. Each clause should clearly show what action you want to be taken. To write them, start with an operative phrase (like “Encourages,” “Requests,” or “Calls upon”) and then explain the solution.**

**Operative clauses outline the solutions that you and your fellow sponsors propose to address the issues identified. These clauses should directly address the points mentioned in the perambulatory clauses section. When drafting an operative clause, pair each solution with an appropriate operative phrase.**





## **The Preambulatory Clauses:-**

**In this section, you break down the issues the committee aims to address in the resolution into manageable parts. These clauses can include:**

- \* Past UN resolutions or treaties related to the topic.**
- \* References to the UN Charter or other international laws.**
- \* General background information or facts about the topic, emphasizing its importance and impact.**

**To draft these clauses, pair each issue with an appropriate preambulatory phrase/clause.**



## **Whats a diplomatic note?**

**A diplomatic note is a short, written message sent from one delegate to another during a session. It is used to share information or ask questions — and should be delivered by a runner.**

### **Veto power:-**

**In a Model UN, veto power is a simulated right held by the P5 (Permanent 5) member states China, France, Russia, the UK, and the US to "veto" or block any substantive Security Council resolution, even if all other members vote yes. In other words ,that resolution is defeated, regardless of the number of support it has from other countries.**