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PRE-MUN BOOKLET 2025





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PREAMBLE

Honourable chairs, dear delegates,

Welcome to MUNA 2025. We are pleased we get to welcome you to Zoetermeer for the 20th edition of our lovely Model United Nations Alfrink. We would strongly recommend you to read through this booklet so you are prepared for the conference; there are also some very helpful tips and tricks for resolution writing and giving a speech. Should any questions about the preparations for MUNA arise, don't hesitate to contact premun.muna@gmail.com, where we will try our best to help you as fast as possible.

We would like to remind you, that you have to write two resolutions on two different issues discussed in your committee, and send them to your Chair (see their e-mail address on the website, or on page 6-8).

The deadline is for the 15th of January 2025.

We are looking forward to sharing our excitement with all of you, but most importantly, have fun!

Kind regards,
Maud Nicolai and Meetkamal Kaur



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INTRODUCTION TO MODEL UNITED NATIONS ALFRINK

The Model United Nations Programme

The Model United Nations Programme is an extra-curricular program in which students imitate the work of the real United Nations. They represent the member nations of the United Nations represented in different UN bodies. Students debate on different issues and thereby are given the task to come up with a solution together. There are many Model United Nations conferences in the world, with MUNA being one of them.

The MUN-programme is a unique learning programme as it enables you to learn about international affairs, global issues and different countries and organizations. Apart from that, it is also a great way to develop your English language skills and allows you to meet people from all over the world. Participating in an MUN is truly a unique experience.

The Alfrink College and Model United Nations

MUNA stands for Model United Nations Alfrink and is an annual three days' conference held at the Alfrink College in Zoetermeer. Starting as a small project for only Alfrink students in 2005, MUNA has now grown into an international conference with over 300 students each year. With thought-provoking issues and fierce debates, MUNA is a challenge you should not miss as an experienced debater. Yet, MUNA is also known as a great beginners' conference. Therefore, every committee always starts with a quick workshop covering MUN terminology and the rules of procedures.

Pre-MUN

Pre-MUN consists of trainings that will have you prepared for the actual conference. The trainings are provided by the Heads of Pre-MUN. This year's Heads of Pre-MUN are Maud Nicolai and Meetkamal Kaur. We provide several trainings both nationally and internationally. During these trainings, we will go over all-important principles, such as but not limited to: (MUNA) committees, the course of debate, rules of procedure, policy statements, and resolution writing. The program for beginners will be at a slower pace; we will explain the basic theory thoroughly before moving towards resolution writing and debating. We will try and answer all the questions participants have during or before the conference.

Official Language

The official language of MUNA is English. We find it important that all delegates remain speaking English to their fellow delegates (even from your home country), the chairs, staff, and teachers involved in MUNA.



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Dress Code

The dress code of MUNA aligns with that of the real United Nations, and has a large impact on the professionalism we try to attain. Shoulders should always be covered, skirts/dresses should be no shorter than your fingertips can reach when you stand up. Therefore:

What clothing is in order?

- Dress shirt or blouse
- Blazer (required when wearing a dress shirt!) / Suit jacket (tie is mandatory for males!)
- Dress pants
- Business style dresses/skirts (tights are required!)
- Formal shoes (formal boots included)

What clothing is not in order?

- Sneakers
- Sandals
- Hoodies/sweaters
- Sweatpants/leggings
- Jeans
- T-shirts
- And other informal clothes.

Gossip and punishment box

To keep things light and fun, there will be a gossip and punishment box put in each committee. All delegates can send notes to the gossip box, spreading some “gossip”. It should always be respectful and funny; it will not be entertained in your committee otherwise.

All delegates can send notes to the punishment box too, with funny punishments. These will be picked out when someone is e.g. late, not speaking English, violating the dress code, and that person then must do this punishment. A punishment should always be appropriate. The goal is not to humiliate someone, and if the delegate does not want to do the punishment, an alternative should be found.

Notepaper

Notes may be passed around in your committee as you are not allowed to talk during the debate. There is paper provided for this. You raise your hand, and an admin will come up to you to collect your notepaper and bring it to the delegate whom it is for. This is helpful when you want to start an alliance or want to know someone’s opinion on a topic privately.

It is not allowed to:

- Write offensive things. This is absolutely OUT of order.
- Pass notes during voting procedure.
- Play games with another delegate, as this will disrupt the debate.
- Write notes to someone in another committee.



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MUNA COMMITTEES

MUNA has several different committees. They all cover different issues linked to a certain theme. Most committees at MUNA are based on real committees from the United Nations. Each committee is led by two student officers (a co-chair and a main chair) who are responsible for chairing the committee. They make sure everyone follows the rules and thereby assure the fluency of the debate.

MUNA Committees

1. Crisis Committee (CC)

The Crisis Committee is a committee in which delegates must respond quickly and decisively to sudden dramatic political, social, or environmental events. These events (or 'crises') become more intense and interconnected during the course of the conference, usually leading up to large-scale disasters by the end of the day, unless delegates can prevent them.

2. Economic and Social Council (ECOSOC)

The Economic and Social Council is a council in which delegates actively debate on issues regarding economic and social influences. Diving into the viewpoint of your own member state, you will consider, recommend and debate on several issues.

Please e-mail your resolutions to this e-mail:

ECOSOCMUNA@outlook.com

3. General Assemblies (GA)

Each GA committee will have one delegate per country. After the sub-committees of the General Assembly have debated and approved a number of resolutions, one or two of these approved resolutions will be addressed in the plenary session (one big debate in the auditorium with all the sub-committees of the GA) of the General Assembly. The General Assembly sub-committees will address 3 or 4 issues per committee.

GA 1 – Disarmament and International security

This committee will focus on issues concerning disarmament and international security. This is the equivalent of the First Committee of United Nations General Assembly. MUNA will not have another separate disarmament committee.

Please e-mail your resolutions to this e-mail:

GA1MUNA@outlook.com

GA 2 – Human Rights

At the real UN, the Second Committee deals with economic and financial issues. Human rights issues at the real UN are discussed in the Human Rights Council. Because we have limited classrooms available at MUNA, we have no room for more than 11 committees. Therefore, we have decided to run a GA2 on human rights. The procedures are similar to other GA committees.

Please e-mail your resolutions to this e-mail:

GA2MUNA@outlook.com



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GA 3 – Environmental, Humanitarian and Health issues

This committee will focus on several different issues concerning current environmental, humanitarian and health; issues that affect people all over the world. Because of the pressing issue of the environment, MUNA added environment to its "Third Committee", and gave it a slightly different name than the name used at the real UN for its Third Committee (Social, Humanitarian and Cultural).

Please e-mail your resolutions to this e-mail:

GA3MUNA@outlook.com

GA 4 – Special Political and Decolonization Committee

This commission of Special and Political Decolonization (SPECPOL) is mainly concerned about the well-being of non-self-governing territories, such as ex-colonies. It focuses on resolving the issues concerning the road to independence in a peaceful way. Over the years the focus of GA 4 has changed from dealing with ex-colonies to border issues and issues regarding (new) territories in general. For example, GA4 is also concerned about protecting natural resources and protecting the rights of indigenous people.

Please e-mail your resolution to this e-mail:

GA4MUNA@outlook.com

4. Historical Committee (HC)

The Historical committee is the diplomacy of the past. In this council delegates will represent one of nine great powers of Europe in the period between the two World Wars, engaging in the delicate arts of wartime negotiations, forming alliances, knowing who to trust, and deception. Achieving the goal of controlling Europe may not necessarily go smoothly however, and then when diplomacy fails, one must go to war.

Please e-mail your resolutions to this e-mail:

HCMUNA@outlook.com

5. The International Court of Justice (ICJ)

The International Court of Justice is the primary judicial organ of the United Nations, established in 1945. It functions as a normal judicial court, in which case between nations are examined by utilization of international agreements and treaties. The Model ICJ procedures differ from the original court in order to keep the debate attractive and to stimulate involvement for all participants.

Please e-mail your charges to this e-mail:

ICourtJMUNA@outlook.com

6. The Security Council (SC)

The Security Council is the most powerful body in the United Nations and deals with questions regarding international security. The Security Council at MUNA will have two delegates representing each nation. MUNA always selects the countries that were present in the SC of the real UN in the year before the MUNA conference. The permanent members China, the United Kingdom, the United States of America, the Russian Federation and France are always present. The permanent five (or P-5) have the power of veto.



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7. Global Mayor Forum (GMF)

The Global Mayor Forum is an exceptional committee within MUNA, where not nations, but the “mayors” of metropolitan cities come together to debate on topics to the extends of sustainable, social and economic issues. The rules of procedure are the same as those of the GA’s, only the issues are focused more on the individual improvement of cities.

Please e-mail your resolutions to this e-mail:

GMFMUNA@outlook.com

8. The Human Rights Council (HRC)

The HRC is a first timer in the MUNA history, but one of extreme importance. Whereas other committees focus on big global issues that do not affect individuals immediately, the HRC is for the society. Delegations come together to make a difference in the way their inhabitants are (not/insufficiently) being protected by their government or law.

Please e-mail your resolutions to this e-mail:

HRCMUNA@outlook.com

! All the issues can be found on the website, [here](#).

*Crisis Committee and Security Council do not have to send resolution because their committee is ad-hoc (page 28).



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LOBBYING AND RESOLUTIONS

The first time at a MUN-conference may be overwhelming. Participating may appear complex, but it basically all hinges on the two following points:

1. Lobbying and negotiating: building consensus and merging resolutions
2. Debate

Lobbying and negotiating: building consensus

If you are participating in a GA, ECOSOC, GMF, or HRC you arrive at the conference with at least one resolution of one of the issues that will be debated in your committee. We can not stress enough that this is of utmost importance. You will not be able to participate actively in MUNA when you have not done this.

Lobbying gives you the opportunity to interest other delegates with your solutions to world problems stated in your resolutions. You negotiate with other delegates in your committee and thereby try to convince them of your ideas.

If you have difficulties with finding delegates with similar ideas, it might be better to cooperate and to start merging. This basically means that with a group of two or more delegates, you will merge all your resolutions into one. As a result, you will have one big resolution containing all the good points from different resolutions.

When you are finished merging, you and your group again start lobbying with your new resolution. You must try to find as many supporters of your resolution as possible, who are willing to 'co-submit'. If you cannot find enough co-submitters, your resolution will not be discussed in your committee. But if you do find enough, you send your resolution to the chairs, who will then check the lay-out and send it to the Approval Panel, which will then correct your resolution on mistakes. The actual rules of the Approval Panel shall always be discussed by your chairs.

At MUNA, co-submitting is only entertained when the delegate wishing to co-submit is in favour of the resolution.

Approval Panel

The Approval Panel consists of English teachers and is led by Maud Nicolai and Meetkamal Kaur. Their task is to assist delegates in correcting the resolutions after merging. This means that they ensure that all resolutions are written in 'proper' English and follow the correct format.

You first send your finished resolution to your Chairs, who will check on content and layout, and will in turn pass it on to the Approval Panel. After checking, the Approval Panel may send back your resolution (if it has not been approved already) for you to make some changes to it. After having done this, you must send the resolution back to the Approval Panel. The Approval Panel will now either approve or disapprove the resolution. If the resolution is disapproved for the second time, you cannot send it in again, and so your resolution will not -



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be able to be discussed in your committee. To make sure everything runs smoothly, you must save your resolutions in a specific way.

This is for the first submission: “committee – main submitter – issue – (1)”

And for the second submission: “committee – main submitter – issue – (2)”



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COURSE OF THE DEBATE

Rules of Procedure

*The debates of the General Assembly committees all have the same structure, as well as the GMF, ECOSOC and HRC.

The following pages explain the Rules of Procedure for said committees:

1. Roll call list
 - At the beginning of debate, after a break or at the start of the day, the Chair should entertain a roll call. This is to show which delegates are absent. Permanent 5 (P-5) (France, UK, Russia, USA and China) nations have the option to say “present and voting” during the roll call. This means the delegation will now have to vote in favour, or against and cannot abstain (vote neutral). Note you do not HAVE to say “present and voting” when you are a P-5 nation, you may also just say “present”.
Please note that all P5 nations should be present in the SC to vote on anything.
2. Lobbying/merging
 - You will first start finding your allies, and comparing your resolutions to each other. You can even start merging them together, with the original writer as main submitter. Make sure to discuss this with your chair, so that every topic has at least one approved resolution in the end. This is also the time where you start finding co-submitters, which are most likely the allies of your country. Make sure your “alliances” are the real allies of your country, so we keep it accurate.
3. The Chairs will decide which resolutions will be discussed and in what order.
 - Most likely, there will now be an approved resolution for each topic on the agenda. The chairs will now do a quick round of voting on which resolution will be discussed first, second, (third) and last.
4. The Chair will call upon the main submitter of the resolution to read out the operative clauses (OC) of your resolution, followed by a small speech.
 - If you are main submitter, you must make sure to have a powerful opening speech written. This can set the tone for the whole debate. You start by addressing the chair, your fellow delegates, and the admins, and then you may start reading out the OC’s and giving your speech.
5. The Chair will ask whether you are open to any Points of Information.
 - You can respond in three different ways:
 - 1) “Any at all” this means you are open to all questions that the delegates have, and will answer them all.
 - 2) “We are open to (insert amount) points of information” e.g. only 1 or 2. This can be useful when looking into time constraints.
 - 3) “We are open to no points of information” this suggests you are not confident about your speech and you would not be able to answer any questions. It is advisable to not use this a lot, only if you are 100% sure that everyone understood your message. After this you “yield the floor” back to the chair. (This is further explained throughout the booklet).



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6. After this, the Chair decides whether an open or a closed debate will be entertained and sets a debate time.
 - Closed debate: the debate will first move into time in favour. Every delegate wishing to speak in favour of the resolution may now raise their placard (sign with your delegation's name on it), rise and give their speech. Note that if nobody wishes to voluntarily speak up, the Chair will call upon one of the co-submitters to speak. After this, the debate will move into time against, followed by the voting procedure.
 - Open debate: any delegate wishing to speak in favour or against of the resolution may make a motion to hold a speech.
 - When you are in closed debate, someone can make a motion to move to open debate. This comes in helpful when the debate is in closed time against, but a delegation wishes to speak in favour again.
 - Amendments (changes to the resolution) can only be submitted when in closed debate.

Amendment

1. An amendment can only be submitted by a speaker who has the floor.
2. An amendment is only in order if it is submitted to the Chair on the official amendment sheet or on notepaper that follows the same structure as the amendment sheet before the delegate takes the floor and must be easy to read.
3. Amendments will only be entertained if the speaker having the floor moves the amendment. This means that the delegate asks the Chair if it would be in order to 'move' (propose) an amendment. The Chair should therefore first recognize the delegate and allow the delegate to take the floor and defend the amendment. Short speeches before the speaker moves the amendment are perfectly in order.
4. Delegate moves, proposes, and defends the new amendment, but the Chair first reads it out slowly and clearly for all delegates to note down.
7. Closed debate will be the norm for amendments. Chair must use their common sense to decide on the limit of debate time on an amendment
8. Only ONE amendment (max: one entire clause) per amendment sheet will be in order.
9. On an amendment to the first degree, delegations can vote in favour, against or abstain.
10. Amendments to previously amended clauses should only be sustained if the amendment refers to an element in the clause that has not previously been discussed, or if it is necessary to make the clause compatible with later changes to the resolution.
11. All passed amendments should be kept together by the Chairs. This is important for updating the resolution when it passes.

Amendments to the Second Degree (amendment to an amendment)

1. The same procedure as for amendment to the first degree (set debate time, closed debate, the amendment must be legible, only speaker who has the floor moves amendment to the amendment, chair reads out)
2. Debate on the original amendment will not resume if an amendment of the second degree passes that affects the original amendment in its entirety.
3. Amendment to the third degree is out of order except in the SC.
4. When an amendment to the second degree passes, the whole amendment passes.
5. On an amendment to the second degree abstentions are not allowed at MUNA.



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7. Voting

- When voting on resolutions as a whole, delegates can vote in favour, against or abstain from voting. But, when voting on amendments (to the second degree), abstentions are not in order.
- Delegations voting on procedural motions, such as motion to table the resolution or an amendment to the agenda may only vote in favor against.
- During voting procedures, all points are out of order, except for points of order connected with the actual conduct of voting; there needs to be silence, and the Chairs should instruct the admins clearly to take voting positions and to close the doors.
- A resolution will pass if the number in favor exceeds the number against, regardless of the number of abstentions.
- A resolution or an amendment with a tied vote fails, this is when it is advisable to use motion to divide the house, making abstentions prohibited.

Four committees follow a different procedure:

1. Security Council

*Delegates should refer to the SC Booklet that they received for more rules of procedure concerning the SC.

2. Crisis Committee

*Delegates should refer to the CC Booklet that they received for more rules of procedure concerning the CC.

3. International Court of Justice

*Delegates should refer to the ICJ Booklet that they received for rules of procedure concerning the ICJ.

4. Historical Council

*Delegates should refer to the HC Booklet that they received for rules of procedure concerning the HC.

The booklets can also be found on the website, [here](#).



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DELEGATE DUTIES

Duties of each delegate:

- Speakers are not allowed to address each other directly. Always “honourable speaker” or “fellow delegates”, never “You” or “I”. Furthermore, delegates should refer to themselves in plural, as “we” or “the delegation of ...”
- Delegates should stand when speaking and should not sit down until the speaker has finished answering the delegate’s question.
- Delegates must avoid the use of informal, insulting or abusive language.
- Cursing is absolutely forbidden.
- Delegates must yield the floor when required to do so by the Chair, this will be stated by the Chair too.
- Delegates should address the Chair, the delegates and the admins before presenting their speech, in order of “priority”. Example: “Honourable chairs, dear delegates, lovely admins...”

Yielding the floor to other delegations

- The floor may be yielded by one delegation to another only ONCE consecutively
- Where delegations consist of more than one member, delegates from the same delegation may not yield the floor to each other

New Organizations

- New organizations are costly and tend to increase bureaucracy, which is why the actual UN limits their creation. At MUNA we will do the same: Chairs will not allow new organizations to be created unless absolutely necessary. Generally creating an organization is just a way to avoid addressing the problem itself. Delegates could always refer to organizations that are already in existence.



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POINTS AND MOTIONS

Rising to Points

When you want to use some of these points, another delegation has to say “second(ed)” out loud, to state they agree. When a point requires a second, someone can also say “objection”. This delegate immediately has the floor to explain their objection and make their point.

- **Points of Information, to another delegation, or to the Chair:**
asking a question about the speech, always about the topic of the debate.
Does not require a “second” and cannot be objected.
- **Request for follow up:**
then the delegate asking this point feels a more specified answer is needed, the delegate may want to ask another point; the delegate does this through a ‘request for a follow up’. The delegate may always ask for such a request after a point, but the chair is the one to decide whether to grant this or not.
Example: “Could the delegate please explain to the house what is intended with clause 3?”
Does not require a “second” but can be denied by the Chair, due to e.g. time constraints.
- **Point of Personal Privilege:**
this point always refers to the personal comfort and well-being of a delegate. It may only interrupt a speaker when it refers to audibility.
Example: “Could the windows please be closed? It is getting cold in here.”
Does not require a “second” and cannot be objected.
- **Point of Order:**
this point refers to mistakes in the Rules of Procedure, i.e. the Chair making a mistake in debating time or when a delegate insults another delegate. This may never interrupt a speaker.
Example: “Is it in order for the delegate to yield the floor to another delegation since the floor was previously yielded to him by Saudi Arabia?”
Does not require a “second” and cannot be objected.
- **Point of Parliamentary Inquiry:**
this is a point of information to the Chair concerning Rules of Procedures, which may never interrupt a speaker.
Example: “Could the Chair please explain to the house what is meant by closed debate?”
Does not require a “second” and cannot be objected.



Motions

Different than points: motions involve the committee, and therefore always need a 'second'. Similarly, a delegate is also allowed to object to a motion. When a delegate objects a motion from another delegate, they will be called upon to explain why they objected and when objecting one of the first motions stated below, speak in favour or against.

- **Motion to move into time in favour, against, or voting procedure**
This motion asks for the chairs to move on with the debate to the next topic. When in time in favour, move into time against, and when in against, move into voting procedure.
- **Motion to move to open debate**
When the debate is closed, but for any reason it will benefit the delegates to move into open debate this motion can be called.
- **Motion to extend debate time**
This motion asks for more time to debate. It is at the Chairs' discretion, thus not debatable. A second is required, if proposed from the floor.
- **Motion to divide the house**
This motion calls for the Chairs to ask each delegation separately what they vote, when voting results are very close (abstentions no longer in order). This is very time consuming and should only be used on very important votes when results are quite close, or the voting procedure was not clear enough.
- **Motion to explain vote**
This motion asks for the Chair to ask the chosen delegate to explain why they voted what they voted. This can be called after the voting procedure and can be done when a delegate suspects another delegate of not following their delegations' policies.
- **Motion to fact check**
This motion can be used when you are sure another delegate is stating false facts in their speech, and the Chair will then have to do small research on the topic.
- **Motion for unmoderated caucus**
This motion requests for a certain period of informal discussion, for example the writing of amendments or discussion with fellow delegates.



PREPARATION AND RESEARCH

Before writing your policy statement and resolution, it is important to do some research on your country; and **SAVE IT!** This will help you quickly look up important facts about the position and viewpoint of your country when you are debating. This makes the debate more accurate and thus more fun. Answer these questions below.

Research

General information:

- Is the country a LEDC (lesser economically developed country) or a MEDC (more economically developed country)? For example, does the country have a low standard of living? Or does the country have widespread poverty?
- What type of government does my country have? For example, a dictatorship or a democracy?
- Which nations are my country's allies? For example, who are the country's trading partners?
- What are the greatest difficulties or issues many countries face? For example, a civil war or economic recession.

Geological information:

- Does your country border any other countries?
- How big is your country?
- Is the country landlocked?
- Does your country have many natural resources?
- What is the overall energy policy of your country?

Economic information

- What does the country import or export?
- Does the country rely on the import of goods?
- Is the economy stable?

Cultural information

- What religion is most common in my country?
- Is there any tension between different religions?
- What ethnic groups live in my country and are there clashes between them?

Information concerning the issue

- Is my country directly involved in the issue? If so, what is my country's point of view?
- On whose side is the government of your country?



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- Is your country directly involved? Is your country a peacekeeper nation? Does your country's economy suffer from the issue? Does the problem concern one of your country's allies?
- Did the country sign any treaties concerning the issue, and if not, why hasn't the country signed any?

Policy statement

All delegates must write a policy statement about all issues on the agenda. This has to be done before getting started on preparing a resolution. A policy statement is a brief explanation of your country's view regarding the issues. It can be seen as a short summary of your research, and as a base for writing your resolution. Usually a policy statement includes:

1. A summary of the main points of the issue
2. A summary of recent international action taken relating to the question
3. Reference to key documents and previous UN resolutions relating to the issue
4. Specific suggestions for a solution to the question
5. What has been done already and what has been effective and hence should be continued?
6. Are there any new developments regarding the issue that should be considered?
7. What would be the best possible issue?
8. How can I combine the solution with my country's policy?

So note:

the research is an overall view of your country, and is important because the debate often requires background knowledge than does not necessarily regard the issue spoken about. It does not follow a certain format; this is just for yourself.

the policy paper is a research paper stating the position of your country on a certain topic. This does follow a certain format and is absolutely mandatory in the understanding of the issues.



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SAMPLE POLICY STATEMENT

DELEGATION: Amsterdam, The Netherlands

FORUM: Global Mayor Forum

QUESTION OF: Lowering crime rates within major cities and metropolitan areas

Currently, crime rates are rising due to increasing poverty and organized crime. The Global Organized Crime Index is currently 5.03 and rising, while the youth crime rate is significantly increasing too. The increasing crime rate is affecting safety, social health, and the economy, while it regards the poorer neighbourhoods in our cities even more. Well-planned crime prevention strategies not only prevent crime and victimisation but also contribute to sustainable development and creating safe and resilient cities.

The United Nations Office on Drugs and Crime has introduced a new tool, recognising the role of education and it draws on the role of sports for peace development and its potential as a tool for crime prevention and a space for education and inclusion. This has been found effective. The government of the Netherlands wants to ensure that the national crime – from human trafficking to real estate fraud – is reduced by at least a quarter. The decision regarding the “eEvidence” made on the 9th of January, effective as of March 2026 within the European Union, states that the new regulation will strengthen existing agreements on the exchange of digital evidence, which has been vital for many successful cases.

Amsterdam is suggesting preventing criminality, especially in youth, by introducing more opportunities for sports and arts, in school as well as youth work in neighbourhoods where necessary to persevere these activities, to keep youth off the streets.

Also, the improvement of the quality of education and expanding future orientation within adolescence must be pushed through to reach the best results, as it has been proven that people with short-term mindsets are more likely to commit a crime.

Additionally, the standard charges for third degree homicide in the UK as well as USA, are 20 to 40 years in prison, while the penalty for abortion in Texas is a 100,000 fine plus imprisonment up to a lifelong. Amsterdam finds that to be concerning and thinks these penalties should be put in order, to discourage primary crime intentions.

Rotterdam has the biggest harbour so obviously there is a lot of drug trade within Rotterdam, but we only know this because 50% of all the drugs is intercepted, and The Netherlands is already working on the increase of this.



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RESOLUTION WRITING

What is a resolution?

A resolution is a formal statement of a proposal to a UN Council, Committee or Commission. It consists of one long, but coherent, sentence divided into clauses and sub-clauses. A resolution should not represent the position of once country but rather of a majority of the UN member states

Do I have to write a resolution?

Before the conference, you must write a resolution on at least two issues on the agenda in your committee. Exceptions are the Crisis Committee and the Security Council; here you will only have to write a good policy statement. However, it is advisable to practice resolution writing anyway as it is a skill that you will to master for all committees.

How to write a resolution

A – What is the preamble?

The preamble is the introduction of the resolution. It describes the background of the issue and for example, refers to former resolutions and conventions on the issue as a means of introduction.

B – How to write the pre-ambulatory clauses?

You can first state references to former UN resolutions, ratified conventions, and/or declarations. You can also provide official figures, the most recent ones possible, to illustrate the issue. You can, furthermore, congratulate countries and/or organizations (i.e. UN organizations, NGOs) which have worked on the issue. You can emphasize the difficulties that have been encountered in the past. You will need to begin the pre-ambulatory clauses with a present or a past participle or an adjective. See the list on one of the following pages.

C – What are the operative clauses?

The operative clauses contain the policy statements of the body making the resolution. The clauses should be clear and only with one clause. They present by order of importance what the UN (member states) should do or what attitude it should adopt. Make sure that your resolution contains at least 6 operative clauses.

D –How to write the operative clauses?

This question is the most difficult one. You must ensure that your proposals are actually workable and that they fully reflect the existing policies of the country or agency that you represent. You encourage, and/or invite countries to sign/ratify a convention/declaration. You may propose, welcome, or deplore all new situations. You may support, congratulate, or refuse new proposals. You may confirm, or regret what already exists. You must begin the operative clauses with verbs in the third person singular of the Present Tense. See a list on one of the following pages.



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- Rather than just borrowing/copying clauses from already existing UN resolutions, we advise you to write your own. The reason for this is that you will be in a much better position to defend and debate during the conference when you have written the resolution yourself.

How to present a resolution

The heading will appear in the upper-left hand corner of the page, and it should include the following:

Committee Name
(Main)Sponsor(s)/Main Submitter(s):
Signatories/Co-Sponsors/Co-submitters:
Topic/Issue:

The opening verb of each clause is underlined. There is a line-space between each clause. The lines of the pre-ambulatory clauses are NOT numbered. Each operative clause IS numbered. The sub-clauses begin with a), b), c), etc.; sub-sub-clauses begin with i), ii), iii), etc. Acronyms and abbreviations are written out in full the first time they are used. Each pre-ambulatory clause is followed by a comma. Each operative clause is followed by a semicolon. There is only one full stop, that is, at the END of the resolution.



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SAMPLE RESOLUTION

FORUM: General Assembly 3: Social, Cultural and Humanitarian

QUESTION OF: Preserving Minority Languages

SUBMITTED BY: The Republic of Turkey

CO-SUBMITTERS: Belgium, Latvia, United Kingdom of Great Britain and Northern Ireland, Russian Federation, Mexico, Poland, Slovakia, Egypt, Malta, Finland

THE GENERAL ASSEMBLY, THIRD COMMITTEE,

Viewing with appreciation the cultural diversity and history of the planet,

Keeping in mind the natural development of languages and dialects around the world,

Noting with deep concern the actions taken by some states to change the demographic and linguistic identity of parts of their states,

Expressing its concern for the efforts and campaigns of certain member states to discourage the use of minority languages in their countries, or even eradicate them from public discourse,

1. Affirms that linguistic minorities around the world have the right to speak their own languages in private and communal spheres, in addition to using them in legal proceedings;
2. Calls upon all member states to not discourage or obstruct the natural course of such languages in any way, shape, or form;
3. Expresses its hope that countries working to counter the use of minority languages will change their national policies in favour of linguistic diversity, through means such as but not limited to:
 - a) Encouraging the voluntary teaching of these languages in schools,
 - b) Allowing regional media outlets to use minority languages in newspapers and on radio and television programs,
 - c) Accepting testimonies given in minority languages and their use in other court proceedings,
 - d) The appropriate signing of public services in the relevant minority language of said geographical area, public services that could be signed included but is not limited to:
 - i. Road signs,
 - ii. Public transport,
 - iii. State-owned property;
4. Recommends that the UN or any of its bodies should attempt to save languages dying a 'natural death' due to their small and declining number of speakers, through means such as but not limited to:
 - a) Preserving written examples of the minority language,
 - b) Encouraging young people to learn the minority language,
 - c) Encouraging speakers of a minority language to pass it on to the younger generation;



PHRASES FOR INTRODUCING RESOLUTIONS

Every clause of your resolution has to start with one of the phrases stated below. There are separate phrases for pre-ambulatory clauses and operative clauses. Some phrases only delegates of the Security Council are allowed to use (of course they can also use the other phrases). These phrases are listed separately.

Pre-ambulatory Phrases

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

Operative Phrases

Affirms	Expresses its hope	Regrets
Approves	Further invites	Requests
Asks	Further proclaims	Resolves
Authorizes	Further recommends	Seeks
Calls for	Further requests	Stresses
Calls upon	Further resolves	Strongly affirms
Confirms	Hopes	Strongly urges
Congratulates	Insists	Suggests
Emphasizes	Invites	Supports
Encourages	Proclaims	Trusts
Endorses	Proposes	Urge
Expresses its appreciation	Reaffirms	
	Recommends	



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Security Council Pre-Ambulatory clauses

Declaring
Deploring
Further deploring
Decides
Further declaring

Security Council Operative Phrases

Condemns
Decides
Declares
Declares accordingly
Deplores
Designates
Strongly condemns



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USEFUL LINKING WORDS FOR DEBATING AND SPEECHES

All in All
Although
As
As a consequence
As a result
Because
Compared to
Consequently
Contrary to
Equally
Even though
First
For
For example
For instance
Hardly
However
In brief
In comparison with
In contrast to

In short
In spite of
Instead
Lastly
Merely
Moreover
Nonetheless
On the one hand
On the other hand
Scarcely
Similarly
Since
Still
Summing up
Therefore
Thus explaining
To a certain extent
To a large degree
To conclude
Whereas
Yet



MUN-TERMINOLOGY

Ad-hoc debate	A debate that does not start with an entire resolution, but in which a resolution is built up clause by clause during the debate. This type of debate is used in the SC and CC
Administrative Staff (admins)	The assistants of the Chair. They assist in voting procedures and passing notes.
Amendment	An amendment is an alteration to a specific part of the resolution. The intention of a proposed amendment should be to improve the resolution, thus helping the resolution to pass. Amendments are either of the first or the second degree.
Amendment to the first degree	An amendment made to a resolution.
Amendment to the second degree	An amendment made to an amendment of the first degree.
Chair	The person who oversees the debate. The Chair decides who may speak, what is and what is not in order. The Chair's decision is always final.
Co-submitter	A delegation that supports the resolution before the debate has started.
Delegate	A member of a delegation.
Delegation	A group of delegates representing a certain country or organization.
Executive Staff	Students in charge of the organization of the MUN- conference.
General Assembly	The General Assembly (GA) is the main deliberative body of the UN.
Lobbying	The negotiating, concerning resolutions, between delegates before the actual debate.
Main submitter	The delegation submitting the resolution. The main submitter will read out the operative clauses at the start of a debate and will give the first speech.
Merging	The process where several draft resolutions are put together and become one resolution, which can be discussed in the



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	forum.
MUN-Director	The teachers accompanying the students from a school.
MUNA-Staff	These are the people who are responsible for the organization of the MUNA-conference.
Operative Clause	A clause in a resolution that tells the reader what the resolution proposes to do and what measures need to be taken.
Policy Statement	A brief but comprehensive definition of the issue, plus the relationship to the country's national interest.
Point of Information	A question to gain clarification, either to the speaker who has the floor or to the Chair, by a member of the house who has been duly recognized by the Chair.
Pre-Ambulatory clause	A clause in a resolution, which tells the reader what has gone before, why or on what basis the resolution was written.
President	A clause in a resolution, which tells the reader what has gone before, why or on what basis the resolution was written.
Resolution	The proposal made by the delegates on how to deal with a certain issue.
Secretary General	The 'leader' of the conference.
Security Council	The UN Charter gives the SC primary responsibility for maintaining international peace and security and the Council alone has the power to back up its declarations with actions to ensure compliance with them.
United Nations	Organization set up after the Second World War, with the aim of achieving peace, justice, and social progress.



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We understand this information can be a lot to take in.
If there are still questions after you have read the booklet and participated in trainings, do not hesitate to ask. Though, it will all become clearer when the actual debate starts, we promise 😊.

Good luck with this year's MUNA from the whole staff, and we are absolutely looking forward to meeting you all.

Kind regards,
Maud Nicolai and Meetkamal Kaur