



GIISMUN  
TOKYO2023  
CHAPTER 3

20  
23

# DELEGATE HANDBOOK

UNLEASH THE DIPLOMAT IN YOU

**July 1st to July 3rd**

An educational simulation and academic activity organized to learn about diplomacy, international relations and the UN aimed to become one of the most influential MUNs.



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# Message from our Secretary General

Dear Delegates,

On behalf of GIISMUN Tokyo and the entire secretariat, it gives me immense pleasure to welcome you all to the three-day physical conference that will be held from June 29th to July 1st, 2023!

Model UN has the ability to let students speak up for what they believe in and become involved in the world. It cultivates students to grow into future leaders who are confident, knowledgeable and driven to voice their opinions, and passionate to make positive changes in society.



We are excited to see the growth in popularity of MUN among the younger generation and the traction that these conferences are gaining. We hope to cultivate curiosity from a young age and build individuality.

Our exceptionally hardworking and dedicated secretariat is organizing an environment for productive and spirited debate about important issues.

We will do our best to help you understand the parliamentary procedure and to ensure that the views of all delegates are heard and respected.

The committees and agendas have been chosen to intrigue each participant and are based on the crises the world is facing.

In midst of the pandemic, the school will be taking all the necessary precautions such as social distancing, regular sanitization, use of masks as well as temperature checks.

Finally, I would like to thank everyone who is helping make GIISMUN Tokyo 2023 happen. This event could not be possible without the tremendous effort made by the faculty, secretariat, and volunteers.

I look forward to seeing all of you and I wish you the best of luck!!

Sincerely,  
Ananya Katyal  
General Secretary



# INTRODUCTION TO MUN

## WHAT IS THE UN?

The United Nations (UN) is an international organization whose aims are to facilitate cooperation in international law, security, economic development, social progress, human rights and achieving world peace. The UN is central to global efforts to solve problems that challenge humanity. The UN was founded to provide a platform for dialogue among countries. The establishing document of the United Nations is the UN Charter which resembles a constitution. The charter serves as the complete authority on all matters with relation to administration at the UN.

## WHAT IS THE MUN?

Model United Nations (Model UN or MUN) is a simulation of the United Nations that aims to educate participants about current events, topics in international relations, diplomacy and the United Nations agenda. The participants role-play as diplomats representing a nation in a simulated session of the United Nations, such as the Security Council or the General Assembly.





# GIISMUN MISSION & VISION STATEMENTS

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## Mission Statement

GIISMUN Tokyo believes in promoting a greater understanding among students about global issues and encouraging them to be open-minded in terms of diversity and in the face of adversity. We want to foster leadership and positive collaboration for problem-solving through discussion and debates leading to a consensus.

## Vision Statement

GIISMUN Tokyo envisions a world composed of active global citizens who strive for peace, conflict resolution, sustainable human development, protection of human rights, and continual social progress.





# COMMITTEES & AGENDAS

## **Juniors:**

Committee: United Nations Development Programme (UNDP)

Agenda: Preventing Resource Scarcity in Conflict Zones

Committee: United Nations High Commissioner of Refugees (UNHCR)

Agenda: Develop strategies for the protection of 'climate refugees' who experience displacement due to climate change and natural disasters

Committee: United Nations Children's Fund (UNICEF)

Agenda: Establishing legal frameworks to prevent crime, substance abuse as well as child labor for children in poverty.

Committee: United Nations Human Settlements Programme (UNHSP)

Agenda: Creating a Blueprint for Safe and Sustainable Cities and Increasing Living Standards

## **Seniors:**

Committee: United Nations Human Right Council (UNHRC)

Agenda: Accountability for and Prevention of Inhumane Treatment in Detentions

Committee: Security Council (UNSC)

Agenda: Improving the Administration of Justice by Military Tribunals through the addressing of International Nuclear Testing sites

Committee: United Nations Office on Drugs and Crime (UNODC)

Agenda: Countering Transnational Organized Crimes and Illicit Drugs which are Major impediments to community development

Committee: UN Convention on Animal Health and Protection (UNCAHP)

Agenda: Protection of endangered animals and threatened wildlife from poaching, animal experimentation, and conflict

Committee: Disarmament and International Security (DISEC)

Agenda: Impact of Private Military Security Companies on Global Security in Cyber War and Terrorism.

Committee: Special Political and Decolonization Committee (General Assembly)

Agenda: Protection of Cultural Property in Times of Armed Conflict and Colonization



# MUN DICTIONARY



## **MUN**

Model United Nations (MUN) is a simulation of the UN in which students role-play as representatives (delegates) of various countries, and come together to simulate UN conferences. These delegates aim to resolve a particular problem (the agenda).

## **EXECUTIVE BOARD RIGHTS**

The Executive Board is a panel of students who act as directors of the committee. It consists of the Chair and Vice-Chairs. The Executive Board has the power to declare open floor, recess, adjournment, and closure.

## **QUORUM**

The floor is declared “open” when  $\frac{1}{3}$  of the General Assembly is present during Roll Call.

## **ROLL CALL**

When the delegation is called for during roll call, they must acknowledge their presence by stating “present and voting” if they wish to have voting rights during substantive voting or “present” if they do not wish to vote for substantive matters.

## **SETTING THE AGENDA**

In the first committee session, the Executive Board will prompt a “motion to set the agenda”. The delegates will decide the agenda by voting. A simple majority is required for the motion to pass.

## **VOTING**

Delegations receive the right to vote by affirming “present and voting” during roll call. Abstention is not in order during procedural voting. After the Chair has announced the commencement of voting, delegates are not allowed to interrupt the voting process unless they raise a point with connection to the actual conduct of the voting.





## GENERAL SPEAKER'S LIST

Once the floor is open, the General Speaker's List will commence. During this event, delegates have a duration of 90 seconds to explain their country's stance and propose a solution over the agenda. All delegates are required to give a speech during the General Speaker's List.

After every three delegations give their speeches, the Chair will ask if there are any motions on the flow where the delegates can raise a motion if they wish.

## YIELDS

During the General Speaker's List, if the delegate has 15+ seconds left, they are required to yield their remaining time. These yields can be made to the Chair, another delegation, questions from the committee, or comments from the committee.

**Yield to the Chair:** The delegate may yield their remaining time back to the Chair to further the proceedings.

**Yield to another delegation:** The delegate speaking may yield their remaining time to another Delegation. If the delegation accepts the yield, they must express their views regarding the points covered by the other delegate during the speech.

**Yield to questions:** The delegate may yield their remaining time and entertain two questions from the committee. The delegations asking the questions may request a follow-up question with the permission of the Chair.

**Yield to comments:** The delegate may yield their remaining time to two comments from the committee.





## **CAUCUSES**

There are two types of Caucuses: Moderated Caucuses and Unmoderated Caucuses.

### **MODERATED CAUCUS:**

A formal discussion of a specific topic related to the Agenda.

A motion for a moderated caucus requires a simple majority to pass. The delegate raising this motion will decide the number of delegates participating and the speaking time for each delegate.

The maximum duration of a moderated caucus is 20 minutes and the maximum number of delegates allowed to speak is 20.

This delegate that raised the motion will also be able to choose whether they would like to speak first or last.

### **UNMODERATED CAUCUS:**

An informal discussion of a subtopic related to the Agenda. Any delegate that wishes to start an unmoderated caucus will have to raise a motion to suspend formal debate and specify the topic and duration of the caucus.

The maximum duration for which an Unmoderated Caucus can go on is 20 minutes. During this time, the delegates are allowed to lobby and find allies to work on working papers or draft resolutions with.

After the duration of the unmoderated caucus, the delegate that raised the motion must summarize the topics covered to the Executive Board.



# PREPARING FOR MUN



## **Understanding your Member State**

It is important for delegates to remember that as representatives they are always expressing the opinion of the State. Delegates should try to understand the socioeconomic and political factors that influence their country's policy and the country's past actions on the topic, so that they are equipped to express an opinion on every topic that they may discuss. Delegates should also be aware that although national leaders sometimes use strong language regarding other countries, diplomats only use professional and polite rhetoric language.

## **Understanding your Committee**

In order to truly understand the opportunities and limitations of the actions they may be able to pursue, each delegate should research and come to understand the committee to which they are assigned. As you read about the committee and the past actions it has taken, you should try to gain an understanding of what the committee can and cannot do.



## Understanding Your Topic and Member State's Positions

After familiarizing yourself with your country's foreign policy and gaining an understanding of your committee, delegates should try to outline each topic and gain an understanding of all of its aspects, including:

- The history of the topic, including past international actions.
- All parts of the topic and any related topics are that may also be discussed in the committee.
- Which parts of the topic have achieved a broad international consensus and which parts of the topic are still contentious?
- What resolutions, treaties, conventions, or other international documents have been adopted that relate to the topic?
- What your Member State has done on the topic?
- What other Member States and organizations have done on the topic?

## Preparing to Negotiate

In addition to preparation, delegates are also encouraged to think about how to prepare themselves to act as a diplomat.

Skills that you will utilize in the committee include:

- Staying in character - avoid the use of words like "I" and "you" and instead refer to yourself as the Member State you are representing and refer to others the same.
- Giving speeches, including pre-written speeches and impromptu speeches in front of the committee during formal sessions.
- Making motions and operating under the MUN Rules of Procedure.
- Negotiating with others, convincing others of your ideas, and compromising to achieve consensus.
- Writing working papers, amendments, and formal notes to other delegations.





# POSITION PAPERS

## What is a Position Paper?

- A Position Paper is a document of one page with three paragraphs, which presents your country's stance on the issue your committee will be discussing.
- A MUN Position Paper shows us that delegates have done basic research before the conference about the agenda.
- A solid position paper has three parts
  - 1) Country's position
  - 2) Country's relation
  - 3) Country's Proposal

## Introduction

- Name of the committee
- Your country
- Your name
- The agenda

## Country's Position

- To establish your position, start with a brief history of the situation the committee will be discussing
- State how your country sees the situation or what your position on the topic is
- Define what you see as the challenge to society. Keep in mind - the goal is to solve these challenges by the end of the conference
- Frame the issue to be discussed as something that does not only pertain to your country but, ideally, also the other countries you would want to support your policy. You do not need to mention the countries that have faced the same problems but you can mention that this situation does not pertain to just your country





# POSITION PAPERS

## Paragraph 1

To write the first paragraph effectively, all three of the points should be there with a brief explanation

- Introduction to the issue - Allows you to start establishing your position
- Country's stance upon the situation
- Impact it has had on society

## Paragraph 2

- Past actions taken - Delegates will have to explain the policies their country has taken

## Paragraph 3

- Call of Action - You will be able to use the similar solutions you proposed on your working papers and draft resolutions





# SAMPLE POSITION PAPERS

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Conference: Rutgers Model UN  
Committee: DISEC  
Topic: Reduction of Military Budgets  
Country: South Africa  
Delegation: Peter Zakin and David Mandelbaum, The Dalton School

## Position Paper

From 1996 to 2005, annual world military expenditure increased from \$254 billion to a 2006 predicted total of \$1.1 trillion per year. In light of the September 11 attacks, the U.S. has rapidly increased their military budget because of their “global war on terrorism,” setting a new upward trend of military expenditure. Currently, the military expenditures of the U.S. are an astonishing 47% of the world’s total. It is evident that as the United States’ war on terrorism continues, the upward trend of world military expenditure will continue.

South Africa’s military expenditures, however, remain relatively reasonable in comparison to the spending of the rest of the world. In the year 2006, the percent of South Africa’s GDP spent on military expenses was only 1.7%. This is less than half of the U.S.’ 2005 percentage (most recently available), which was over 4%. Furthermore, South Africa ranks 99<sup>th</sup> out of 172 countries with data available regarding percentage of GDP used on military costs.

The exorbitant sum of money wasted every year in the name of military causes offers no discernible gains for individual nations and poses a substantial threat to the maintenance of international security. The constant expansion of military budgets fosters competition between countries and embitters international conflicts.

In drafting a resolution that offers an effective solution, the Disarmament and International Security Committee must emphasize transparency with regards to military



## WHAT IS A WORKING PAPER?

A working paper is a carefully-drafted document asking the assembly to express an opinion, affirm a policy, or take an action. Working papers are the first evolution of what will eventually become a resolution. It is a formal proposal made to the assembly by a delegate or group of delegates. It consists of both pre-ambulatory and operative clauses.

## HOW TO INTRODUCE A WORKING PAPER?

In order to introduce a working paper, you have to raise a motion by saying “the delegate of \_\_\_\_\_ would like to raise a motion to discuss the working paper \_\_\_\_\_” The chairperson may then pass the motion and you can explain your working paper. Then a vote takes place. If you can convince people that your working paper is helpful, then they vote for it and the motion passes. However, if it doesn’t get sufficient votes then the working paper does not pass

## HOW TO MAKE A WORKING PAPER?

Working papers are roughly a draft of the resolution document. To make a working paper, first you have to make a preamble that mentions the main purpose of the working paper. Perambulatory Clauses like Affirming, Alarmed by, Approving, Aware of, Believing, bearing in mind, Confident, and Contemplating are to be used. Then you have to come up with a list of your problems and proposals and add them in using operative clauses. Operative clauses like Accepts, Affirms, Approves, Authorizes, and Calls for, are to be used. These clauses help formalize your arguments and give more emphasis to your queries. A detailed list of pre-ambulatory and operative clauses is given at the end of the document. To make a convincing working paper you should:

1. Keep it short.
2. Present your solutions directly.
3. Try to use formal vocabulary.







# SAMPLE WORKING PAPERS

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## SAMPLE WORKING PAPER (1)

Penn State Harrisburg, Model United Nations

Submitted To: Special Political Committee

Subject: Land Mines

Submitted By: Poland, Israel, Macedonia, Netherlands, Spain and Italy

### THE GENERAL ASSEMBLY

Alarmed that every month over 2,000 people are killed or maimed by mine explosions and that most of the casualties are civilians who are killed after hostilities have ended.

Aware that land mine usage has dramatically increased over the past 20 years, with an emphasis on its potential as a weapon to terrorize civilians.

Noting, with deep concern, that surgical care and the fitting of orthopedic appliance costs a total of \$750 million for the 250,000 amputees registered by the United Nations.

Deeply disturbed that mines maim and kill tens of thousands of people each year, mostly women and children.

### RESOLVES

- 1) Strongly recommends the universal banning on the production of all new anti-personal mines.
- 2) Further recommends that an extensive educational program be started through the World Health Organization, in those countries that request such action as well as UNICEF programs and anti-land mine coalition.
- 3) Demands the establishment of an international treaty to stop the use of Anti-personal and the dismantling of all those presently in stock.
- 4) Requests the establishment of an international sign for land mines, along the lines of the sign for radiation.
- 5) Further requests that those countries that would participate would receive a 25% return of funds once they have reached a certain amount and subsequently there after, for each time they reach the certain amount.



# RESOLUTION

## WHAT IS A RESOLUTION?

A resolution is a final document made from all the passed working papers. It is a document that is consisted of all the best points in the best interests of the people of the committee.”.

## HOW TO INTRODUCE IT?

After multiple working papers have been passed someone can bring up the motion to introduce the resolution by saying “The delegate of \_\_\_\_\_ would like to raise a motion to discuss the resolution.

## HOW TO MAKE A RESOLUTION?

All the clauses and formats mentioned in the working paper guide are also to be used in the resolution. All you have to do is to come to agreement on a set number of solutions that form the resolution. Then all of these are written down to create the resolution. A Working paper and resolution are quite similar. Please refer to “How to make a working paper”.

## WHAT IS IN A RESOLUTION?

A resolution always contains:

1. A concise and evocative title (or number)
2. A list of Signatories
3. The name of the committee or the General Assembly
4. A set of PREAMBULATORY CLAUSES punctuated by semicolons (;)
5. An address to the Member states or voting parties
6. A set of OPERATIVE CLAUSES punctuated by commas (,)
7. A concluding clause punctuated by a period (.)





# SAMPLE DRAFT RESOLUTION

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## United Nations

### Security Council

*Protecting, Resolving, and Organizing the Central African Republic*



#### SC 1/1.1

**Sponsors:** Albania, Dominican Republic, France, Russian Federation, United States

**Signatories:** Bahrain, Belgium, China, Germany, Indonesia, South Africa, United Arab Emirates, United Kingdom

**Topic:** Topic 1 - The Crisis in the Central African Republic

*The United Nations Security Council,*

*Recognizing the Charter of the United Nations,*

*Noting with deep concern the 2.4 million people who are in dire need of assistance and protection,*

*Alarmed by the 400 thousand people who have already been displaced,*

*Reminding that a strong government is needed to help facilitate funding and initiatives*

*Expressing its appreciation for the efforts of the existing MINUSCA peacekeeping force,*

*Having adopted R2P as its guiding principle for the creation of the military force, with precedent as the deployment of the United Nations Preventive Deployment Force (UNPREDEP) in Macedonia in 1949,*

*Emphasizing the need for international cooperation on this issue,*

1. *Establishes* the creation of a sub-committee to oversee this initiative, called the United Nations African Supervisory Committee for Armed and Educational Programs (ASCAIP);
  - a. This sub-committee will be representative of all the United Nations member state who provide peacekeeping operations, and any nation that wishes to join must be approved by the members of ASCAIP by a majority vote;
    - i. Subcommittee will assemble every five months to discuss whether tangible progress has been made, and whether;
    - ii. The sub-committee will include the government representative of the Central African Republic to ensure the nations opinions are heard;
  - b. The committee will be under the auspices of MINUSCA, from where it will obtain its funding likewise;
  - c. Then, convene a special session of the Security Council in six months so that the subcommittee reports on its progress, to see if it should be given additional time in its mandate, or new resolutions must be put into place;
2. *Urges* more funding from developed countries and UN bodies such as IMF, World Bank, to address the famine in the Central African Republic;



In order to make the conference a meaningful experience for everyone involved, there are some rules of procedure that must be followed.

## **ORDER OF DEBATE**

1. Opening By the Chair.
2. Roll Call.
3. Statement of Agenda.
4. Reading of the operative clauses by the Main Submitter.
5. The chair sets debate time for the resolution and yields the floor to the main submitter.
6. Delegates speak and debate on the resolution, and propose amendments.
7. Voting on the amendments.
8. Voting on the resolution.
9. The debate session was closed by the chair.

## **DETAILED STRUCTURE**

- Each committee is led by a Chairperson who facilitates the discussion for the committee. The committee will start with the Chairperson taking roll calls. Afterward, the committee will vote on which of the assigned topics to discuss first. After the topic is selected, the committee is ready to begin a debate.
- The default debate format is called the Speakers List. This is where delegates take turns making speeches in front of the room in the order that they are listed on the Speakers List as selected by the Chair.
- After a certain number of speeches, the delegates may vote to change up the debate format to either Moderated Caucus or an Unmoderated Caucus. Moderated Caucus is when the committee decides to focus on a sub-issue and get a back-and-forth debate going. Delegates will raise their placards to be called on to speak, and the Chairperson will call on speakers one-by-one until the Moderated Caucus time has expired.



# CONFERENCE STRUCTURE

- An unmoderated Caucus is when delegates are free to get up out of their seats and roam around the room to work with other countries with similar policies. The first one or two unmoderated caucuses will be spent finding allies, but afterward, most of the unmoderated caucuses are spent writing draft resolutions with your caucus bloc (your group of allies).
- The committee will switch between Speakers List, Moderated Caucus, and Unmoderated Caucus until draft resolutions are complete, merged, and ready to be presented.
- Resolutions will be presented either as they are ready or all at once near the end of the conference. Some conferences allow a question-and-answer period after the presentations, and some conferences will also allow time to make mergers or amendments to the resolution.
- Finally, all the countries in the committee will vote on whether or not they want a resolution to be passed.





# POINTS

## **WHAT ARE POINTS?**

Points are questions that delegates can ask the chair or speaker without having to take the floor. A Point can be regarding the content of debate or procedural matters.

## **POINT OF INFORMATION**

A point of information is the most common type of point. It is used when a delegate would like to ask the speaker a question on the debated item. Points of information must always be poised in the form of a question and can be an aggressive query to throw off the speaker, or can support the speaker by asking them to clarify information, which is then highlighted for other delegates.

## **POINT OF PERSONAL PRIVILEGE**

This is a point that is addressed to the chair concerning the well-being of the delegate. The delegate may have a problem with the room temperature or something disturbing them. A point of personal privilege cannot interrupt the speaker unless it is a point of personal privilege due to inaudibility.

## **POINT OF PARLIAMENTARY ENQUIRY**

This point is addressed to the chair when the delegate is confused about a procedure rule. For example: the delegate is confused whether time has been allotted "against" or "for" an amendment. This point may not interrupt the speaker.

## **POINT OF ORDER**

This point is raised to the chair when the delegate thinks that there has been a mistake in the order of debate.





# MOTIONS



A motion is a suggestion of some sort by a delegate to the house and requires a "second" as support from another delegate. A motion tries to move the committee from the current position to the next position.

The Chair may, at his/her discretion, decide to vote upon the motion, or to adopt/ overrule it without a vote in the interest of debate. The Chairs' decisions on these matters are unquestionable.

### **MOTION TO MOVE INTO OPEN DEBATE**

This motion can be used during a closed debate when a delegate would like to turn it into an open debate.

### **MOTION TO MOVE INTO TIME AGAINST**

This motion can be used to move the debate directly into time against the amendment. Delegates may not motion to move back into time "for" once the Chairs have announced that the time "for" has elapsed.

### **MOTION TO MOVE INTO VOTING PROCEDURES**

This motion can be used by a delegate, if entertained by the chair, to end debate and move straight into the process of voting for the resolution or amendment in question.

### **MOTION TO EXTEND DEBATE TIME**

A delegate can use this motion if they wish to extend the debate time in favour of, or against the resolution, once the set time for either has ended.



## **MOTION TO DIVIDE THE HOUSE**

This motion calls for a re-vote in the event that the vote on a resolution is close. It requires that the chair asks one delegate at a time whether they are for or against a resolution. Delegates may abstain even if such a motion passes. This motion is often overruled by the Chairs in the interest of debate, and should be avoided.

## **MOTION TO EXTEND POINTS OF INFORMATION**

This motion may be called only if the Chairs have restricted the number of points of information to be entertained by the delegate who has the floor.

## **MOTION TO ADJOURN DEBATE**

This motion is used to temporarily suspend the debate on the current resolution and move on to debate the next resolution. This usually happens when a delegate feels they would be in a better position to debate, after lobbying some more.



## **WHAT IS LOBBYING?**

Lobbying is the informal process before a debate, in which you interact with other delegates in your committee. This opportunity is to be used wisely. Gather support for your resolution if you have one. If you don't, seek out existing or potential allies and work with them to amend a pre-existing resolution, or draft an entirely new one.

**A common mistake is to believe that your power is limited by the country that you have. This is not true. Your power is limited by your initiative. In the UN, all countries have an equal say.**





# VOTING

## **METHOD OF VOTING**

Each present delegation shall have one vote. Observing nations cannot vote on substantive matters. Each vote may be a Yes, No, or Abstain. On procedural motions, members may not abstain.

Members who mentioned “present and voting” during roll call are obligated to vote during all substantive votes.

Delegations may vote in favor of or against a proposal or may abstain from voting. The committee shall normally vote by show of placards.

## **CONDUCT DURING VOTING PROCEDURE**

After the Chair has announced the beginning of voting, no representative may enter or leave the room, nor shall any representative interrupt the voting except on a Point of Personal Privilege, Point of Inquiry, or a Point of Order in connection with the actual conduct of the voting.

Communication between delegates is strictly forbidden.



## **AWARDS ELIGIBILITY**

While participants in private delegations will be eligible for individual awards and recognition, the MUN club or private delegation as a whole will not be eligible to receive a delegation award. Additionally, delegates who miss more than one committee session will not be given participation certificates. Special exemptions will be made in the case of a medical sickness or other extenuating circumstances at the discretion of the MUN committee.

## **EXPULSION POLICY**

The secretary-general reserves the right to expel any delegate, delegation, school, or group thereof from the conference at any time for violating or failing to comply with conference regulations, or for any other reason. GIISMUN Tokyo has a zero-tolerance policy concerning alcohol and controlled substances. Expulsions take effect immediately. All conference registration materials (conference badges and placards) must be surrendered to conference staff upon expulsion.

## **AGGRESSION IN COMMITTEES**

Verbal or physical aggression of any nature will not be tolerated in committees. any delegate who is believed to be in violation of this policy may be subject to the following repercussions: a verbal reprimand, exclusion from awards consideration, expulsion from conference or any other action deemed appropriate by the chair in agreement with the MUN committee.

## **DRESS CODE**

GIIS MUN Tokyo requires all conference participants to visibly wear conference badges at all times during the conference; all delegates are required to adhere to the conference dress code - semi-formal. Participants who fail to adhere to these rules may be excluded from conference proceedings and events. GIIS MUN Tokyo team reserve the right to check conference badges of any participant at any time, for any reason whatsoever.





## **PHOTOGRAPHY AND VIDEO**

Throughout the conference, GIS MUN Tokyo staff and representatives of the conference may take photographs, videos, and interviews that show conference participants both during and in between committee sessions, and which may be used for promotional, educational, or other purposes by GIS MUN Tokyo. by attending the conference and signing the liability form, participants consent to be photographed, videotaped and/or interviewed and authorize GIS MUN Tokyo to use those photographs, videos, and/or interviews in any manner of choosing.

## **PLAGIARISM POLICIES**

Plagiarism will not be accepted at conference. delegates who violate this policy when delivering any written or presented work believed to be their own will be ineligible to receive awards.

GIS MUN Tokyo defines plagiarism in the following terms:

- Submitting someone else's work (e.g. that of a fellow Delegate, a published author or a faculty advisor) entirely as your own.
- Claiming the words of another author as your own (i.e. not citing sources when identical words and phrases have been used in your work).
- Claiming the ideas of someone else as your own regardless of the similarity in phrasing. Here too, sources used to form your thoughts must be cited.
- All sources should be cited as a footnote or endnote, including the following information about
- The source:
  1. Author last name, first name
  2. Title of the source
  3. Date published
  4. Page number/chapter heading



Delegation awards are decided based on the overall performance of delegates within a delegation.

### **CATEGORIES**

Each committee will offer three categories of awards to its delegates:

1. Best Delegate
2. Outstanding Delegate
3. Honorable Mention

### **AREAS OF EVALUATION ARE:**

The main areas evaluated are:

1. Remaining in character
2. Participating in committee
3. Proper use of the rules of procedure
4. Speaking Skills
5. Sportsmanship
6. Quality of Speech

Chairs will be observing your behavior, diplomacy, and character throughout the committee sessions, not only during the last few hours. Your evaluation is unaffected by the outcome of a resolution.





# CONTACT US!

If you have any queries before the committee sessions please do not hesitate to mail us at [giismuntokyo@gmail.com](mailto:giismuntokyo@gmail.com) If you have any queries during the committee sessions please do not hesitate to ask the chairs.

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