



PORGMUN



Delegate's Handbook

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Introduction

A welcome to our guests from the Heads of Porgmun.

Dear delegates, esteemed guests, fellow organizers, respectable supervisors,

the road to PORGMUN 2016 has been a very bumpy and difficult one, but definitely interesting indeed. Sleepless nights, hundreds of e-mails, countless notes on papers torn out of notebooks, many meetings in the ungodly morning hours. However, we could not mention all this and not further explain that organizing an MUN conference is worth all the sweat and tears. Even though we have had to give up the vast majority of our free time during the past 8 months, starting to map and plan PORGMUN out in mid August 2015, we have realized that all of our hard work and suffering will not go to waste once you take these handbooks out of your folders and begin skipping through them. In that moment, the trouble that we went through this year will become insignificant in comparison with the feeling of accomplishment which you bring us by trusting us enough to come to our conference.

This is the first year for the both of us to lead PORGMUN from the upper positions, with Markéta being appointed the Secretary-General and Hana becoming the Deputy Secretary-General only after the original founders of the Conference left. It was only last year when we joined the Team for the first time and being given these positions only after one year has appeared as both too fast and an overwhelming leap forward. We had not had any MUN experience when we agreed to take these posts over; add being very young on top of that and you might get a recipe for disaster. Nevertheless, during the whole planning ordeal of PORGMUN we received a lot of help from others, both inside and outside the current organization Team of PORGMUN, and we would like to express our enormous thanks to each and every single one of those who have not let us down, as well as to you, dear delegates, for putting your fate in our hands, even for such a short period of time that PORGMUN 2016 will last for.

For us, though, PORGMUN will not end on April 10. It will last for so much longer, as we will draw from this experience for years to come. In this notion, we hope to meet with you in the following years of PORGMUN as well.

Yours faithfully,

Hana Jirovská, PORGMUN Deputy Secretary-General

Markéta Lišková, PORGMUN Secretary-General



Team



Martina Jirečková
 Head of IT



Jiří Lhotka
 PGA



Barbora Müllerová
 Head of Registration



Kateřina Kupková
 Head of Press Team & Design



Byron Heng
 Student Chief Officer



Klára Hrubá, Sára Stopková
 Heads of Social Program



Natalie Jirásková
 Head of Media Relations



Daniel A. Devereaux
 Head of PR & Financing



Jan Schroll, Zach Barnes
 Teacher Body Representatives

Conference Rules

All participants of the conference must abide by the following rules.

Rules of the debate:

- The delegates always have to refer to themselves as well as others in third person.
- In order to speak, the delegate has to have the floor or an appropriate Point or motion.
- When being yielded the floor, the delegates must stand up and remain standing until yielding the floor to the Chair or another delegate.

Rules of the conference:

- English is the official and working language of the Conference and of all Committees. All resolutions and other documents shall be released in English.
- United Nations is a diplomatic institution with the purpose of protecting and maintaining international peace. Therefore, all delegates must refrain from declaring a war.

Committee Plan

Committee	Topic(s)
Security Council (SC)	Resolving the conflict in Syria and Iraq on an international scale
Historical Security Council (HSC)	The Distribution of Power and Maintaining Peace in Autumn of 1956
Human Rights Council (HRC)	Identifying and combatting institutional racism Are we losing grasp of our personal data? The right to be forgotten in the digital era
Economic and Social Committee (ECOSOC)	Securing basic healthcare, water and food supplies for North African countries in conflict Tackling the proliferation of curable diseases in regions suffering from poverty
International Court of Justice (ICJ)	Law of Armed Conflicts (Humanitarian Law) Diplomatic Law Terrorism and the Principle of Universal Jurisdiction
Disarmament and International Security Committee (DIS)	Resolving the South China Sea dispute Establishing an Ethical Legal Framework for Fully Autonomous Weapon Systems (aka Killer Robots)

Committee	Topic(s)
Human Trafficking Committee (HTC)	<p>Establishing an international pact to prevent organ, tissues and cells (OTC) trafficking</p> <p>Preventing forced marriages</p>
Environment Committee (EC)	<p>Protection of the Arctic</p> <p>Supporting the basic energy needs of developing countries through sustainable energy</p>
Gender Equality Committee (GEC)	<p>Women's participation in governance with a focus on peace talks and post-conflict governance</p> <p>Achieving equality in education opportunities and labour market participation</p>
Financial and Economic Committee (ECOFIN)	<p>Complementing official development aid (ODA) by innovative financing for development</p> <p>Reducing the volatility of crop prices as a means of improving food security</p>
Committee on Drugs and Crime (DC)	<p>Reducing the power of the drug lords and gangs and eliminating the negative social phenonemons appearing with drug trafficking and drug use</p> <p>Establishing unified counter-terrorism procedures in the aftermath of the recent terrorist attacks on UN member states</p>

Preparation Procedure

Step 1

Become a citizen of your country

Basic knowlege

a) The land and its history

What is its name and flag? Where does it lay? How big is it? What are the needs of the different provinces? How many inhabitants does it have? How was our nation formed? What wars were we in? Which countries were our allies? How did our borders change throughout the time? Were there any significant historical events?

b) Politics and economy

What is the political situation? What is the leading political direction? What recent laws or reforms were adopted? What are the targets of the contemporary government? How strong is our economy? How does it influence our political relations? What trading groups are we in? How developed is the country? How good is the health and education system? What is our infrastructure like? What developments is the government working on?

c) Demography and culture

How is the society divided? Is there a great difference between the rich and the poor? What does this cause? What ethnic groups are there? What is the situation with the ethnic minorities? What traditions are there? Are there any problems with the traditions? What religions are there? What do these religons prohibit? What is our crime rate?

d) Others

Do we possess nuclear weapons? How strong is our military? In what missions are we active? Are there any disputed territories?

Political reasons

You want to know who your allies are and act accordingly. During the lobbying sessions you and other delegates will be getting into groups and creating resolutions together. Research the political relations of your country and have a quick look at possible allies in the discussions.

Look at your country's neighbors and your relations with them. Look at what conflicts you have and what your governments agree on. Also find out whether your country is a part of any different union aside from the UN, such EU, NATO, NAFTA and others.

Committee

As a delegate, you will spend most of the time trying to tackle the problems of your committee. Try to completely avoid your personal opinion. Remember, you represent your country, not yourself, at the conference.

Finding what your government has done for the problem of your committee can be difficult, but it will be the most important information for you during the discussions. Try to find resolutions submitted or co-submitted by your country or projects your country has funded. Put together your country's approach to the problem and you will know how to react to the discussions appropriately. Go through the Research papers provided by your Chairs available on the PORGMUN website and research the topic itself.

Information about the UN

As PORGMUN is a Model UN conference, we advise you know how the UN works, what parts it has and what is basic hierarchy. We also recommend you to have a read through the charter so that you do not violate the basic rules of the UN during the debates.

Preparation Procedure

Step 2

Prepare a position paper

A position paper is a document prepared by every delegate before the conference to share their country's basic views on the discussed topics. Its form should resemble that of a short speech presenting the country's aims and expectations for the committee debates. Every delegate is expected to send in one position paper summarizing their country's viewpoint on the topic(s). The ideal length for a position paper is 300-400 words. The position paper should include the name of the committee, the name of the topic and the delegate's country. Position papers are to be sent directly through MyMUN.net where they will be displayed for the other delegates to read. Participants in the International Court of Justice are not expected to prepare Position Papers.



Sample position paper

Committee: Human Rights Committee

Topic: Freedom of Expression as a Threat to Global Security

Presented by the delegate of the French Republic

France believes that free communication of thoughts and opinions is one of the fundamental rights of any man, hence it is crucial to preserve the values as presented by the ageless Declaration of the Rights of Man and of the Citizen of 1789, which also inspired the United Nations Universal Declaration of Human Rights of 1948. France also follows the European Convention on Human Rights and consents to the jurisdiction of the European Court of Human Rights.

France, however, insists on protecting individuals and groups from being defamed or insulted according to their ethnicity, nation, race, religion, sex, and sexual religion or due to a certain handicap. For that reason, the vindication of crime against humanity and incitement to commit such crime is considered a violation of the law.

Concerning the case of the Charlie Hebdo shooting in January of 2015, France firmly believes that 'hate speech' and 'the right to blaspheme' are often confused. Factors to be considered when distinguishing between the two are the prospect of violence as a result of the speech, the intent of the speakers and the context in which the words are spoken. Moreover, restrictions of hate speech seek to protect individuals, whereas anti-blaspemy laws rather serve to protect the state and its theology whilst threatening the security of an individual. That is why the French Republic strongly despises the terrorist act and sees it as a violation of the law.

The key areas of focus in terms of eliminating hate speech should be the distinction between hate speech, free speech and blasphemy (as the confusion of these may cause major disputes between citizens) as well as the guarantee of the freedom of expression.

Thank you for your attention.

Preparation Procedure

Step 3 Write a resolution

A Resolution proposes actions supported by the Committee regarding the Topic. It resolution consists of two parts: **Preambulatory Clauses and Operative Clauses**, both beginning with with appropriate phrases. The clauses in the Resolution should be logically arranged and clearly formulated. They should not repeat themselves; every clause should be dealing with a different aspect of the given matter. The Resolution must also be written correctly in terms of grammar, spelling and punctuation. During the Debate, the Committee can accept Amendments on Operative Clauses of the Resolution, but the Preambulatory Clauses stay the same.

Preambulatory Clauses

Preambulatory clauses state the reasons why the committee is addressing the topic and highlights past international actions on the issue. Preambulatory clauses may include references to the UN Charter, cite past UN resolutions and most importantly, include general facts and statements on the topic, its significance and impact.

Operative Clauses

Operative clauses are the committee's proposals on what should be done in regards to the discussed topic. The operative clauses should therefore describe the course of action that you as the delegate of your country propose. If the committee votes for your resolution, your proposed action becomes the UN's proposed action. Operative clauses are more significant for the content of the Resolution because Preambulatory Clauses only describe the reasons behind the Operative Clauses. Operative Clauses should be the strongest part of your Resolution.

Delegates in Historical Security Council (HSC), Security Council (SC) and International Court of Justice (ICJ) are not expected to prepare Resolutions.

Useful phrases to start a preambulatory clause:

Affirming	Declaring	Fully aware	Convinced
Alarmed by	Deeply concerned	Further recalling	Reaffirming
Approving	Deeply convinced	Welcoming	Recognizing
Aware of	Emphasizing	Keeping in mind	Fully alarmed
Bearing in mind	Expressing its appreciation	Noting with regret	Viewing with appreciation
Noting with approval	Taking into consideration	Noting with concern	Having considered

Useful phrases to start an operative clause:

Accepts	Calls upon	Endorses	Recognizes
Adopts	Condemns	Further recommends	Recommends
Affirms	Decides*	Further requests	Suggests
Appreciates	Declares	Notes with appreciation	Supports
Approves	Emphasizes	Notes with approval	Urges
Authorizes*	Encourages	Reaffirms its belief	Welcomes

*Only used by the Security Council (SC) and Historical Security Council (HSC)

Preparation Procedure

Sample resolution

FORUM: Disarmament Committee

QUESTION OF: Evolving measures to prevent terrorists from acquiring conventional arms and weapons of mass destruction

MAIN SUBMITTER: Brazil

CO-SUBMITTERS: France, Palestine, Sweden, Syria, Czech Republic, Germany, Russian Federation

The Disarmament Committee,

Noting that the danger of terrorist attacks involves not only weapons of mass destruction (e.g. bombs, dynamites, etc.), but conventional arms as well (e.g. revolvers, Man Portable Air Defense Systems, etc.),

Bearing in mind that over-armament is a very pressing issue in some areas of the world, including many parts of Brazil,

Realizing that conventional arms are being misused daily in terrorist attacks that aim to disrupt the international peace the UN has pledged to protect,

Having considered the need for equality in disarmament measures in all states lest they may incite international legal disputes and illegal arms trade,

Guided by the hope for a future without fear concerning the situations described above,

1. Urges all stable members of the United Nations to call upon their citizens to report to government officials should they know of illegal armaments holding in their vicinity;
2. Suggests that all United Nations members encourage its people towards disarmament through measures set up by their respective governments, and recommends:

- a. A law on disarmament that should forbid all unregistered civilians from acquiring any armaments (excluding knives, etc.)
- b. More complex requirements for acquiring a weapon such as:
- c. Increasing the minimal age for purchasing a gun to 25,

- d. Establishing a limit of armaments allowed per individual,
- e. Mandatory psychological and shooting tests,
- f. Effective proof of the need for a weapon,
- g. Absence of a criminal record,
- h. Gun registrations and authorizations under the Federal Police organs if the nation is considered stable,
- i. A creation of a ballistic database registering the unique markings imprinted on the bullet;

3. Proposes a special Commission for the International Approval of Weapons to be created under the United Nations which would:

- a. Register and grant approval to organizations to distribute weapons to individuals/other organizations (e.g. police officers, approved civilians, etc.),
- b. Control the international distribution of weapons through mea-

sures such as:

- i. Annual inspections of organizations with the permission to sell weapons,
- ii. A law ordering these organizations to provide monthly overviews of both the production and sale of weapons;

4. Encourages all United Nations member states affected by terrorism to adopt strict rules on the control of borders to prevent illegal smuggling of weapons through:

- a. Searching vehicles coming in and out of these countries,
- b. Confiscate and destroy all weapons bore by individuals not registered under the Commission for the International Approval of Weapons,
- c. Allowing the said organization to control certain border areas if the nation is unable to.

Rules of Procedure

Points and Motions

Points

Point of Personal Privilege

The Point of Personal Privilege may be raised by any Delegate in case of personal discomfort. It does not require a Second, a second Delegate affirming the proposed Motion by raising their placard and saying "second". This Point shall not interrupt the Speaker unless it concerns their audibility.

Point of Information to the Speaker

The Point of Information to the Speaker may only be raised when the Speaker opens themselves to Points of Information. The Speaker may open himself to any and all, a specified maximum number of or no Points of Information. The Point of Information should have the form of a question relevant to the discussed matter. Short introductory statement may precede the question. The Speaker may choose not to answer the Point of Information. Dialogue on the floor is not allowed; to ask a follow-up question, the Delegate must first ask for a permission of the Chair.

Point of Information to the Chair

The Point of Order may be raised by any Delegate. It does not require a Second. It may only refer to the order of proceedings or a violation of the Rules of Procedure including the mistake of the Chair. This Point may interrupt the Speaker. The Delegate shall then explain the nature of their Point. It is to be evaluated by the Chair immediately.

Point of Order

The Point of Order can be used by any delegate to inform the Chair of any violation of the rules of procedure, including the mistake of a Chair. This Point can interrupt the speaker immediately. The delegate will be then asked by the Chair to explain the nature of their Point.

Right of Reply

The Right of Reply may only be raised by a Delegate that was mentioned by the Speaker in an offending manner either personally or on behalf of their country. This Point may not interrupt the Speaker. Exclaiming "Right of Reply" along with raising the placard is acceptable when raising this Point. The Right of Reply shall consist of a short, factual statement and may include a demand of an apology. The Speaker is then asked whether they wish to apologize.

Motions

Motion to move directly into Voting Procedure

The Motion to Move Directly into Voting Procedure may be raised by any Delegate and requires a Second, a second Delegate affirming the proposed Motion by raising their placard and saying "second". If any Delegate raises a valid objection by raising their placard, saying "objection" and explaining the nature of their Objection, the Motion is not in order. The Chair may choose not to entertain this Motion.

Motion to move into Unmoderated Caucus

The Motion to Move into Unmoderated Caucus may be raised by any Delegate during Open Debate. This Motion requires a Second. If any Delegate raises a valid objection, this Motion is not in order. The Chair may choose not to entertain this Motion. The Motion to Move into Unmoderated Caucus must specify the time for the Unmoderated Caucus.

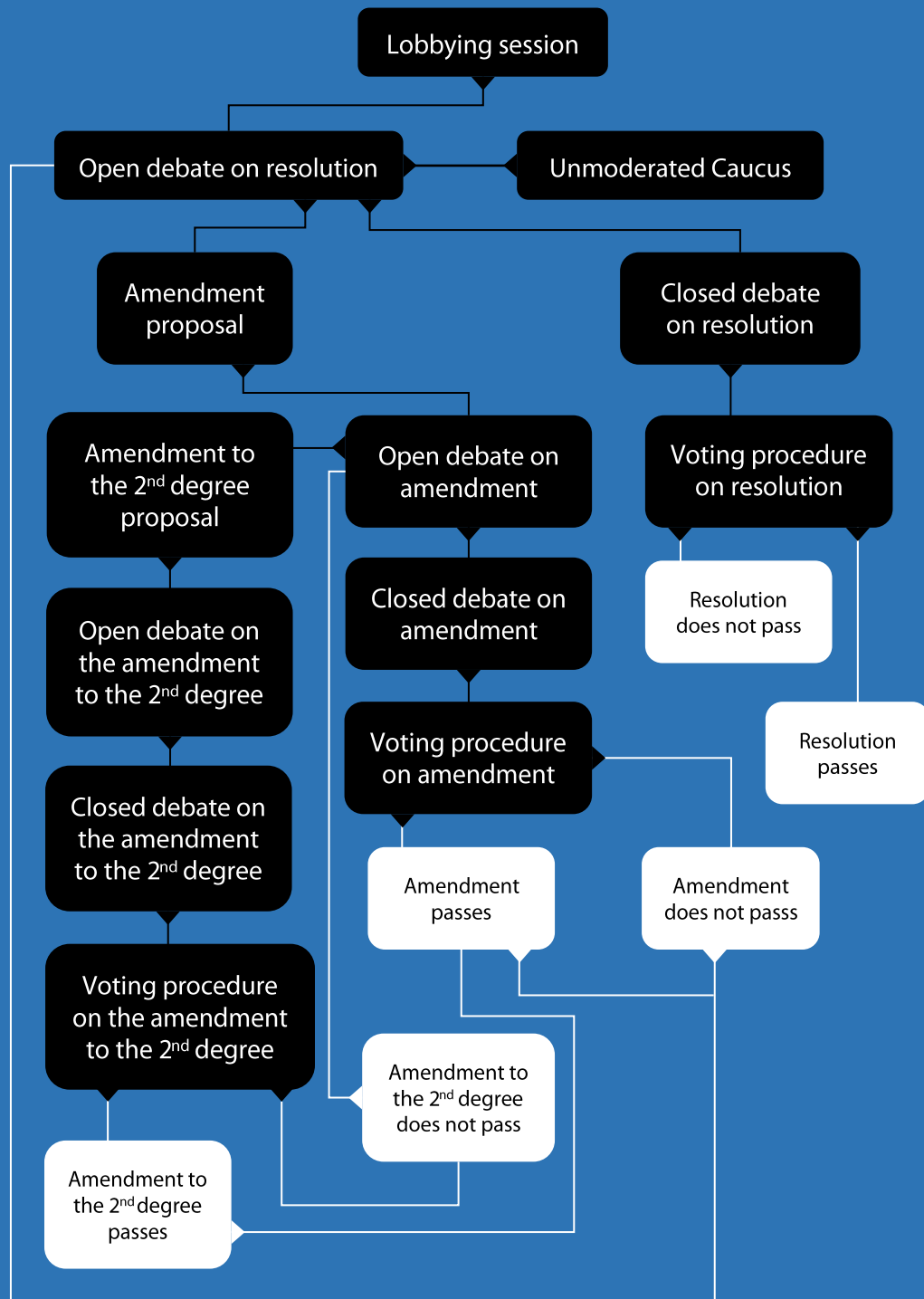
Motion to Move into Closed Debate

The Motion to Move into Closed Debate may be raised by any Delegate during Open Debate. This Motion requires a Second. If any Delegate raises a valid objection, the Motion is not in order. The Chair may choose not to entertain this Motion.



Rules of Procedure

Structure of Debate



Rules of Procedure

Description of the individual elements of the debate.

Lobbying Session

The Committee Sessions shall begin with a Lobbying Session, during which the Delegates are expected to work on Resolutions. During Lobbying Session, the Delegates are free to move around the room to discuss their alliances and edit the Resolutions to be submitted.

Open Debate

During Open Debate, Delegates may either take the floor to **give a speech or propose an Amendment** to the Resolution being debated or an Amendment to the 2nd Degree to the Amendment being debated. If a Delegate wants to speak, they have to raise their placard and wait for the Chair to yield the floor to them. After having finished their speech, they may choose to open themselves to Points of Information.

Closed Debate

Closed Debate shall take place when there are no more Delegates wishing to take the floor to speak about the Resolution, Amendment or Amendment to the 2nd Degree, there are no more Delegates wishing to submit Amendments or Amendments to the 2nd Degree or sufficient time has been dedicated to debating upon the Resolution, Amendment or Amendment to the 2nd Degree.

Unmoderated Caucus

Delegates shall be free to move around the room and use the specified time to informally discuss but not make any changes to the Resolutions. The time designated can be extended or reduced as necessary by a Delegate's proposal and a Chair's approval.

Amendment

Any delegates may propose an amendment to add a clause, strike a clause, or edit an existing one. An amendment must be **written on an amendment sheet** that can be obtained from the Chair's assistant. The amendment must be sent via the Chair's assistant to the Chair. The Chair will read out the amendment and the delegate will then give a short speech explaining the submission.

Amendment to the 2nd degree

Amendments to the 2nd degree are used to change the original amendment. The procedure is the same as during a proposal of a regular amendment. **If an amendment to the 2nd degree passes, so does the entire amendment.**

Friendly Amendment

Friendly Amendments are not to be voted upon, they are to be agreed or disagreed to by the Main Submitter of the Resolution or the Amendment. Friendly Amendments may change the form, but not the content of the Resolution.

Voting Procedure

Each delegate in a Committee has one vote. Delegates may abstain from voting on Resolutions. Delegates may not abstain from voting on Amendments. Decisions of Committees shall be made by a **simple majority** of Delegates present and voting. Delegates who abstain are not considered present and voting. Delegates shall vote by raising their placards.

Timetable

Thursday 7. 4.	
11:00 -13:00	Registration
13:00-16:05	Opening Ceremony
20:00-	Mandatory Evening Social Program
Friday 8. 4.	
9:00-12:00	Committee Session
9:30	Teachers' Meeting
12:00-12:30	Lunch 1
12:30-13:00	Lunch 2
13:00-17:00	Committee Session
14:00-14:30	Presentation of NGOs
18:30-20:00	Voluntary Prague Tour
20:00-	Voluntary Unofficial* Evening Social Program
Saturday 9. 4.	
9:00-12:00	Committee Session
12:00-12:30	Lunch 1
12:30-13:00	Lunch 2
13:00-17:00	Committee Session
20:00-	Voluntary Unofficial* PORGMUN Party
Sunday 10. 4.	
10:00-12:00	Debating Passed Resolutions
12:00-13:00	Lunch Break
13:00-14:00	Debating Passed Resolutions
14:00-15:30	Closing Ceremony

*Unofficial events are organized by the PORGMUN team but without the supervision of Nový PORG and PORG Libeň schools. The locations for both of the unofficial social events serve both non-alcoholic and alcoholic beverages and smoking may be allowed in designated places. However, no alcohol or cigarettes will be sold to students under 18.

Speakers

The two following Speakers will be featured at the Opening Ceremony.

Andor Šándor

Czech soldier, general in the reserves, worked in the General Staff of the Communist Czechoslovak People's Army since 1986, a consultant and analyst in the field of security since 2003.



13⁰⁰-13²⁵

Opening Address
(President of the General Assembly, Secretary-General, Host School Teacher Representative)

13²⁵-13⁴⁵

Martin Klučar's Speech

13⁴⁵-14⁰⁰

Debate

14⁰⁰-14²⁰

Andor Šándor's Speech

Martin Klučar

Deputy Director, Deputy European Correspondent, Common Foreign and Security Policy Department, Ministry of Foreign Affairs of the Czech Republic.



14²⁰-14³⁵

Debate

14³⁵-14⁵⁵

20 Minute Break

15⁰⁰-16⁰⁰

Opening Speeches

16⁰⁰-16⁰⁵

Closing Address

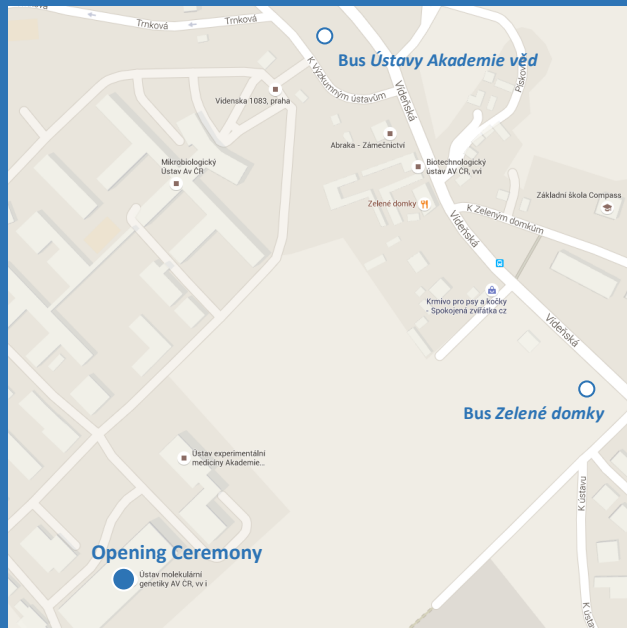
16¹⁵-16²⁵

Secretariat & Supervisors Meeting

PORGMUN Venues

Opening Ceremony

Institute of Microbiology of the Academy of Sciences
Vítěňská 1083



Bus 150 to *Nemocnice Krč*, 193 to *Zelené domky*

Bus 150 to *Kačerov*, 114 to *Ústavy Akademie věd*

Ice Breakers

Café U Rotlevů (HTC and ICJ)
Kamzíkova 542/4

Restaurant U Černého
slunce (Others)
Kamzíkova 556/91

(Metro Můstek)

Social Event

Student club Celetná
Celetná 562/20

(Metro Můstek)

Committee Sessions

Gymnázium Nový PORG
Pod Krčským lesem 1383/4

(Bus Ústav mateřství)

PORGMUN Party

Slušnej Kanál
Ondříčkova 503/29

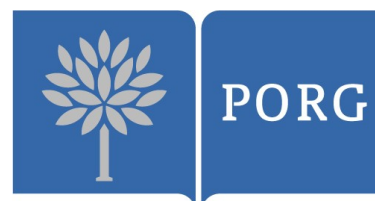
(Bus/tram Olšanské náměstí)

Closing Ceremony

Prague City Assembly
Mariánské náměstí 2

(Bus Mariánské náměstí)

Sponsors and Partners





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