



United Nations
Student Association
Maastricht

Delegate's Guide

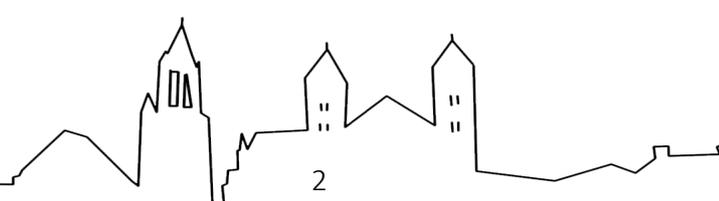
**EuroMUN 2019: Exploring the
European Idea**

May 2nd to 5th, 2019

Maastricht, The Netherlands

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Research for EuroMUN

Introduction

It is common that prospective delegates believe in the unchallenged fact that success at a MUN conference is correlated with prior experience and public speaking skills. However, what will differentiate an average delegate from one worthy of one of the conference's awards is the research prior to a MUN conference, which will constitute a solid foundation on the academic content of the delegate's speeches.

The following guide will support prospective delegates in outlining the main steps of a MUN research so they can know where to start this important part of the preparation of the conference. As a prospective delegate of the EuroMUN conference, there are three crucial elements you should investigate:

- The topic of discussion;
- The position of your country on that topic and;
- The committee you are part of.

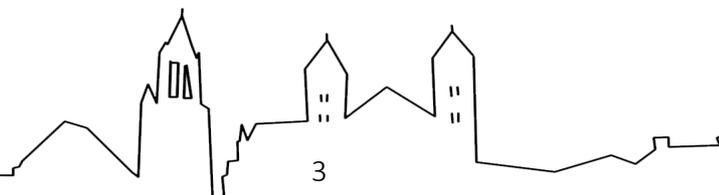
The Topic

The topic of discussion is the first important element on which a good delegate should devote his time before the conference. To start researching good arguments to defend a topic can look like looking for a needle in a haystack; however, with this guide we will help you to identify the main areas you should start your research with. To start the research on any topic, we recommend examining the following elements:

- The historical, social and economic context of the problem;
- Its historical, social and economic causes and main actors involved;
- Past attempts at finding a solution, especially those being decided at the international level, in International Organizations such as the UN;
- Potential creative solutions to solve the problem and options to solve it that are already on the table and;
- Recommendations from policy-advisors or academia.

Sources of information

The first step into the research of the topic should be a thorough reading of the Study Guide available on the EuroMUN's website. The Study Guides, elaborated by the Chairs of each



Committee with support from the Secretariat, have the intention to give a first insight into any topic and the main direction that its writers want the topic to take. However, it is important to take the Study Guide as a limited primary source of knowledge, and, as such, it is necessary that you expand your research through a series of tools:

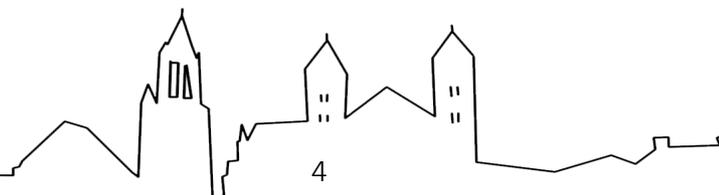
- UN website and related: the official website of the United Nations and its bodies is a very helpful source of research, since it contains information on all the main subjects of debate at a MUN. Moreover, the website includes archives on sessions, resolutions and legislative actions on international conflicts that can serve as an inspiration for the resolutions of your topic of discussion.
- Think tanks: these are a useful source of policy briefs which analyze current policies and propose amendments or changes to them in order to solve pressing global problems. In order to research in a topic in which the EU is involved, for example, it can be convenient to search information on the website of the Centre for European Policy Studies or the European Council on Foreign Relations.
- News agencies: the majority of the topics at a MUN have a very close relationship with current affairs, and news agencies help to provide more in-depth analyses, data and recent developments of a specific topic. Some of the most important news agencies include the BBC, the Guardian, the New York Times, Foreign Policy, the Washington Post, and the Economist.
- Other sources: further useful sources include specialized magazines, research papers or any type of encyclopaedia. In addition, NGOs websites can offer extensive reports on situations of conflict around the world in diverse topics such as the environment or the protection of human rights. Finally, Wikipedia can also be a great source to grasp the most superficial aspects of the topic such as the timeline of its main chronological events.

The Country

The research conducted on a specific country will vary widely depending on the topic of debate. For example, if a delegate is allocated a country that has a very secondary role in the topic, then the research on the country per se will not be as important as the research on the topic. On the other hand, if a delegate is allocated a country that has a key role in the topic, such as the P5 in the UNSC, then this delegate will need to do a more extensive research on his country's position.

In general, however, every delegate should have some knowledge of his country's:

- History, including the foundation of the state, its main legislative text or Constitution, previous political systems and military conflicts;



- Geography, including geographical location, regional neighbours, and size of natural resources;
- Demography, including size and structure of population, main religion and ethnic composition, as well as public opinion;
- Political system, including the type of regime, its key leaders, and the presence of political movements;
- Economy, including position in main economic indexes, GDP of the country per capita, main economic sectors of the country, and trade partners and;
- International relations, including view of the international arena, international allies and rivals, membership in organizations and signature of treaties.

Sources of information

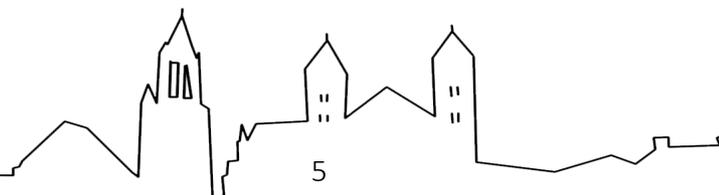
To start the research on a country's position on any topic, the delegate should start by researching broadly on the websites listed in the above-mentioned topic section of this guide. Further information on the political situation and the economy of the country can be found thanks to different sources, such as:

- The website of the country's government, which includes information on its legislative actions, the speeches of the government's officials, and its relations with other international actors;
- International organizations and NGOs' websites, such as the World Bank, the IMF or Human Rights Watch, which provide annual reports on specific countries and recent information on states' international actions and;
- International Indexes, such as the Human Development Index, which provides data on important aspects of the social well-being of a country, or the Economist Intelligence Unit's Democracy Index, which gives data on the level of personal freedom enjoyed in a country.

The Committee

The third and final step of a MUN research should be done on the functions and limits of the Committee that you are part of as a delegate. This part of the research has been often overlooked, triggering typical situations such as delegates of secondary UN bodies taking binding decisions on military deployments (which can only be undertaken by the UN Security Council) or delegates adopting a resolution at an EU Committee that enters into conflict with one of the EU's main treaties.

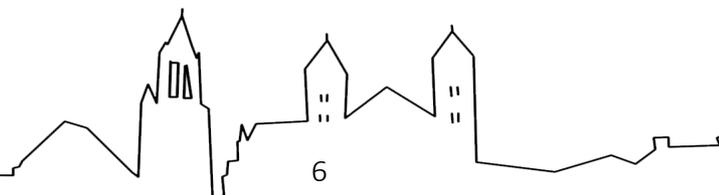
The research into a Committee, therefore, should include some of the above-mentioned resources and also:



- The specific rules of procedure for several Committee's posted in the EuroMUN website in the Annexes to the General Rules of Procedure;
- The constitutive and regulatory Treaties that sustain institutionally the specific Committee or international body;
- The website of the specific body, which provides more generic information on the functioning of that specific organization.

Furthermore, a crucial part in your preparation, lays within the blocs of States that may share the same perspective or priorities your country does, and who could collaborate with you in the committee sessions. The following questions can guide you in the research of your bloc countries:

- Within your committee, any other Member State shares your view?
- What States or organizations are opposed to your views?
- Which States are generally in the same voting block as your assigned State?



Writing a position paper

Introduction

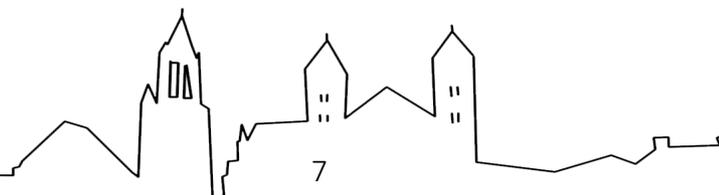
Position papers are an essential element of both the preparation and the debate in an MUN. It is a short statement of your country's policy on each matter at hand. It serves primarily to disclose this information and establish a level-playing field in the committee: everyone knows everyone else's position, so the committee can quickly move on to actual proposals and negotiations. Next to that, it also plays a role in how your Chairs will evaluate you and helps them conduct the debate more efficiently.

How to write a position paper

Your position paper should be brief and concise: you don't want to overwhelm the Chairs and the other Delegates with useless information. We therefore advise you not to use too extravagant wording: keep it simple! Below, we present a general structure for position papers, from which you can of course deviate as you see it.

- Introduction: your country and the topic: This is your general introduction for this specific topic. This part must be as brief as possible, but you should include two aspects. First, a very short introduction to your country and its relationship to the committee and topic, and second, how the matter at hand affects your country, even if it seems very far-fetched. There is always a way in which your country is affected, or at least, cares about the matter.
- Position: make clear what your country's position is. While it is good to keep some mystery for negotiating power, the reader should not be confused about your stance.
- Past actions: describe here your country's achievements with regards to the topic at hand. This includes national policy, but also participation in regional and international programs and actions.
- Plans and proposals: round off by including your country's proposals. This is obviously the most important, the one on which the committee discussions will rely. While it is always important to convince your reader, and later on your colleagues, that your country's approach is the best, we encourage you to stay as close to the facts as possible. Statistics and quotes are always a good way to ensure you do not deviate from reality, but there are other ways.

It is not mandatory to reference your sources. However, doing so shows us that you did your research and that you are intellectually honest, both important qualities in a Model UN.



Finally, bear in mind that while you can deviate from the exact position outlined in this document during the debate, it is essential to show chairs the direction in which you aim to go.

Formatting

The division of the text and its structure is entirely up to you, but we have some requirements that all position papers must meet.

A position paper starts with a heading, of the following form:

Committee: The name of your committee, e.g. ECOSOC

Country: The country you represent, e.g. France

Delegate: Your name and institution, e.g. John Smith, Maastricht University

Topic: The complete title of the topic you are writing about

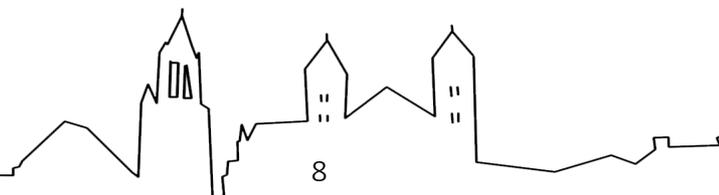
Your position paper should not be longer than an A4 page for each topic, and while there is no lower limit, we encourage you not to make it too short. The text should be in Times New Roman, font size 11, 1.5 spaced and at least 2cm margins.

Important notes

All position papers should be submitted before May 29, 23:59 GMT+1. Position papers received after this deadline will not receive feedback, and Delegates who fail to respect the deadline shall not be looked favourably upon when it comes to selecting award winners.

Should you have any question about writing the position paper, we will happily answer it at information@euromun.org.

Good luck!



Important Documents and Useful Links

For U.N. Committees, be sure to check the following:

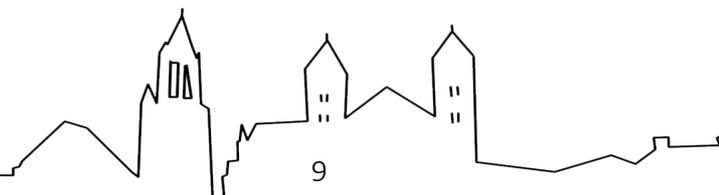
- The Charter of the United Nations (<https://www.un.org/en/documents/charter>)
- The Universal Declaration of Human Rights (<http://www.un.org/en/documents/udhr>)
- The Geneva Conventions (<http://www.icrc.org/eng/war-and-law/treaties-customary-law/geneva-conventions/>)

For EU Committees, be sure to be familiar with the existing legislation and the Lisbon Treaty. You can find information about the former in the Study Guide, while the latter can be explored via:

- <http://www.lisbon-treaty.org/wcm/>
- http://www.consilium.europa.eu/uedocs/cms_data/docs/pressdata/en/ec/111652.pdf
- <https://eur-lex.europa.eu/homepage.html>
-

For NATO, the Washington Treaty and general information can be found in the Study Guide or accessed via the following links:

- <https://www.nato.int/cps/en/natohq/126169.htm>;
- <https://www.nato.int/cps/en/natohq/57772.htm>



Legal Memorandum Structure for CJEU

The CJEU is one of the committees with a different structure for its position paper. Instead, it must be formatted as a legal memorandum. The requirements for this will be described in the following and if you still have questions you can search up examples online.

Heading or Caption

Start your first page as follows:

TO: Name of the person who assigned the research project (i.e. Court of Justice of the European Union)

FROM: Your name

DATE: Date the memorandum has been submitted

RE: Name of the client, brief description of the subject matter

Short Summary of the Case/Facts

Provide the background information on the case. Mention the facts that are legally relevant to the issues that you seek to answer (either positive or negative for the position of your client). Be precise and complete. Keep in mind that this section must follow a legal logic, so do not forget to pay attention to the timeline of the case.

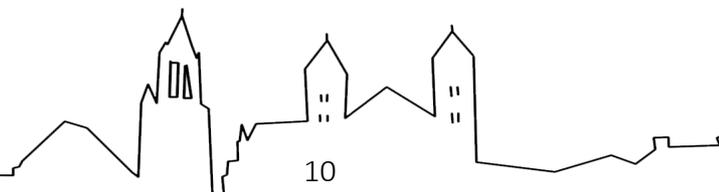
DO NOT COMMENT ON THE FACTS OR DISCUSS HOW THE LAW SHOULD APPLY IN THIS SECTION.

Questions Raised

This should be sufficiently narrow and brief and objective. It should be a “yes or no” question. (Or probably yes or probably no). The relevant law should always be cited in the question itself. There can be more than one legal question that can be answered in a legal memorandum.

Discussion

This is where the main information regarding the cases go in. It should reflect a comprehensive understanding of the case. Position of your party should be demonstrated in detail. Relevant legal principles and applicable law, including any case law, should be analysed and applied. At



the end of the discussion section the reader has to have a complete overview of the case, the position of the represented party and a clear understanding on the relevant law.

Use IRAC (Issue, Rule, Application, Conclusion) method for tackling each legal question. Each issue should be dealt with in a separate section.

Conclusion

This should be brief and precise. You are summarising everything that has been discussed in the discussion part. This part should clearly state the what are the answers to the questions asked and how did you reach to this conclusion.

- A sample memorandum can be reached through this link: <https://www.law.cuny.edu/legal-writing/students/memorandum/memorandum-3/>
- Keep in mind that your memorandum is only 3 pages maximum, hence some parts seen in the sample memo may be omitted. This is just to provide you with an idea of how it should look like. When it doubt, stick to the structure provided for the CJEU.
- There is no need for a table of contents, list of abbreviations or a bibliography. The sources that were used should be cited in the footnotes. Please make use of OSCOLA referencing style.

