



CancunMUN  
START THE WAVE

by International American School of Cancun

# Resolution Writing Guidelines

## Introduction and General Guidelines

A resolution embodies the concrete result of deliberations within a committee, representing its official position on an issue and typically including suggestions or instructions for member states, UN bodies, or other global stakeholders relevant to the topic under discussion. Resolutions symbolize the objective of committee endeavors and serve as declarations of commitment towards collective progress in a particular direction. They emerge from comprehensive research, drafting, dialogue, negotiation, and debate.

At the CancunMUN Conference, delegates will strive to reach agreement on resolutions aimed at addressing global challenges. While the range of topics and thus the content of resolutions may vary among different committees, the structure of resolutions remains consistent. Resolutions must be clear, concise, and relevant to the subject matter, falling within the jurisdiction of the respective committee and conforming to the designated format.

There are three main content guidelines to follow:

- Resolutions should refrain from attempting to solve every problem and instead focus on realistic actions within the capabilities and mandates of member states and UN bodies. Past UN resolutions can offer insights into feasible actions that committees are likely to pursue.
- Specific committees have distinct, well-defined limitations outlined in the UN Charter, such as the Security Council's exclusive authority to deploy UN forces or issue condemnations. Committees cannot direct actions towards non-UN entities. However, committees like Senado de México, US Senate, and the EU Commission have more authority to implement specific actions of their respective governments.
- Caution is necessary when specifying certain action details; for example, financial provisions should only be included if essential to resolving the issue at hand. Similarly, the creation of additional panels, committees, or special agencies within the UN framework should be avoided unless absolutely necessary, as there are likely existing UN bodies tasked with relevant mandates. Identifying potential collaborating agencies for the committee should be part of the research process.

➤ [Click here](#) for the video guide on how to write resolutions

## Resolution Key Terms

**Operative Clause:** This is the section of a resolution that contains specific actions, recommendations, or directives. Each operative clause begins with an action verb and outlines a proposed solution or course of action related to the topic being discussed.

**Preambulatory Clause:** Preambulatory clauses provide background information, context, and justification for the actions outlined in the operative clauses. They typically start with phrases like "Recognizing," "Taking into account," or "Considering."

**Operative Phrases:** These are phrases used to introduce specific actions or directives in operative clauses. Examples include "Calls upon," "Urges," "Recommends," "Encourages," and "Requests."

**Sponsors:** Sponsors are the delegates or countries that draft and formally present a resolution to the committee. They are responsible for gathering support from other delegates and advocating for the adoption of the resolution.

**Signatories:** Signatories are delegates or countries that support a resolution but may not have been directly involved in its drafting. They formally indicate their support by adding their names to the resolution.

**Roll Call Vote:** In CancunMUN, resolutions are adopted through a voting process. Delegates may vote in favor, against, or abstain from voting on a resolution. A roll call vote refers to a vote in which the chairs name the countries in a committee in the same order as the roll call and the delegates state their vote one by one.

## Resolution Writing

In Model United Nations, the resolution-writing process involves several key stages. Throughout the whole process delegates will be engaged in conversation, reaching agreements on what the best course of action is, what the specific goals should be, and what each country is willing to offer or allow. In the end, a resolution should read like one long sentence with a period only at the end. Even though resolutions in the United Nations are not always legally binding, they set an important precedent in international law and decision-making. Delegates should have all of this in mind when writing a resolution.

## Working Paper

Writing a resolution begins with the creation of a working paper, where delegates brainstorm ideas and outline proposed solutions. This informal document serves as a preliminary draft, allowing for feedback and refinement through discussions and negotiations.

The working paper must contain:

(Committee)

(Number of session)

Idea (Who said it?)

### Example:

UNEP

Session #4

There should be a specific target of at least 50% renewable energy production (China)

Environmentally-friendly farming should be supported through grants (USA)

A tax on carbon-intensive industries should be implemented worldwide (France)

Building on this foundation, delegates draft a formal resolution, carefully crafting specific operative and preambulatory clauses.

## Heading

A resolution's heading includes the complete committee name, the sponsors and signatories (all with official country names), and the topic. It may be single spaced to condense its size. At the top right, the committee's initials and the resolution title (A, B, C) will be mentioned.

**Example:**

GA Resolution A

General Assembly

Sponsors: United States of America, People's Republic of China, French Republic

Signatories: Hellenic Republic, Republic of Colombia, Federative Republic of Brazil

Topic B: "Strengthening UN coordination of humanitarian in complex emergencies"

## Preambulatory Clauses

Preambulatory clauses state **all** the issues that the committee wants to resolve on this issue. It may state reasons why the committee is working on this issue and highlight previous international actions on the issue. Preambulatory phrases must be in *italics*. A word bank of phrases can be found on the website. Before the clauses, the resolution will be introduced with the statement "*The (full name of committee)*," in *italics* and ending in a comma.

**Example:**

*The General Assembly,*

*Reminding* all nations of the celebration of the 50th anniversary of the Universal Declaration of Human Rights, which recognizes the inherent dignity, equality and inalienable right of all global citizens, [use commas to separate preambulatory clauses]

*Reaffirming* its Resolution 33/1996 of 25 July 1996, which encourages Governments to work with UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance,

*Noting with satisfaction* the past efforts of various relevant UN bodies and nongovernmental organizations,

*Stressing* the fact that the United Nations faces significant financial obstacles and is in need of reform, particularly in the humanitarian realm,

## Operative clauses

Operative clauses must state the solutions that the sponsors of the resolution proposes to resolve the issues. The operative clauses should address the issues specifically mentioned in the pre-ambulatory clauses above it. Operative phrases must be underlined. A word bank of phrases can be found on the website.

### **Example:**

1. Encourages all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance the carrying out of relief efforts; [use semicolons to separate operative clauses]
2. Urges member states to comply with the goals of the UN Department of Humanitarian Affairs to streamline efforts of humanitarian aid;
3. Requests that all nations develop rapid deployment forces to better enhance the coordination or relief efforts of humanitarian assistance in complex emergencies;
4. Calls for the development of a United Nations Trust Fund that encourages voluntary donations from the private transnational sector to aid in funding the implementation of rapid deployment forces;
5. Calls upon states to respond quickly and generously to consolidated appeals for humanitarian assistance; and
6. Requests the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development. [end resolutions with a period]

### **Presentation**

The resolution is then presented to the committee for debate by a maximum of two sponsors. A delegate may propose an amendment, and if the sponsors agree it will be subject to a one-round simple majority vote among the signatories. Finally, the resolution undergoes a voting process for adoption or rejection based on the committee's decision. Check the "voting procedure" document for more detail. Through this collaborative process, delegates work towards developing resolutions that address global issues and promote consensus-building among member states.

### **MLA Format:**

- Times New Roman font.
- Size: 12 pt.
- Double line & paragraph spacing (heading can be single-spaced).
- 1 Inch page margins.
- No page numbers required.
- **White** background with black text.