



Welcome to

MilanMUN

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Introduction

This guide contains everything you need to know to take part in MilanMUN as a delegate. MilanMUN 2022 is a hybrid conference, with some local schools attending in person and others remotely. Please bear in mind that some operations might take longer as a result of this.

Here is a first checklist of some preliminary operations. Everything is explained in detail in the following pages:

- ✓ [Send one full draft resolution](#) by Tue 7 April to get a lobbying room on Meet;
- ✓ Check that you have your [Country Account to join Meet calls](#); ask your MUN teacher or [click here to retrieve it](#);
- ✓ [Opt in to note passing](#) if you want to send and receive digital notes to/from other delegates.



The password to access protected content on our website is **Pointofinformation** (case sensitive, capital P).

Conference Schedule



💡 All times are **GMT+2 (CEST)**. Please use [World Time Buddy](#) or a similar tool to convert them to your local time zone.

Thursday 7 April 2022

Online

14:00–16:00	Lobbying	Approval Panel in Session
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Friday 8 April 2022

Online / Manzoni Campus

09:00–10:30	Opening Ceremony	Approval Panel in Session
10:30–11:00	Coffee Break	
11:00–13:00	All Committees in Session	
13:00–14:00	Lunch Break	
14:00–16:00	All Committees in Session	
16:00–16:10	Chair Debriefing	

Saturday 9 April 2022

Online / Manzoni Campus

09:00–10:30	All Committees in Session	
10:30–11:00	Coffee Break	
11:00–13:00	General Assembly	Security Council in Session
13:00–14:00	Lunch Break	
14:00–15:00	Closing Ceremony	

On Friday 8 and Saturday 9, delegates from authorised local schools can attend in person at our Manzoni Campus [in via Deledda 11, 20127 Milan](#). Check with your MUN advisor to know more.

Meet Links



Ceremonies

👉 Opening Ceremony

🎬 Streaming **for Delegates**

<https://stream.meet.google.com/stream/91826794-3cae-4cef-93a4-4af7f48aeelf>

👤 Main call **for Ambassadors**

<https://meet.google.com/jpk-vsvc-rqk>

👉 Closing Ceremony

🎬 Streaming **for Delegates**

<https://stream.meet.google.com/stream/d131b2e4-738e-42d7-b7b9-9960a3df92cc>

👤 Main call **for Ambassadors**

<https://meet.google.com/tjv-pqrj-tkh>

Committees

👉 **UNSC** Security Council

<https://meet.google.com/vvs-sxdn-eff>

👉 **GA1-DISEC** Disarmament & International Security

<https://meet.google.com/ssj-pjsj-ziw>

👉 **GA3-SOCHUM** Social, Humanitarian & Cultural

<http://meet.google.com/ayi-fjha-qoo>

👉 **FAO** Food & Agriculture Organization

<https://meet.google.com/jpq-updz-mvs>

👉 **WTO** World Trade Organization Ministerial Conference

<https://meet.google.com/kze-vucp-mnt>

👉 **UNEP** UN Environment Assembly

<https://meet.google.com/wkf-iynt-pok>

👉 **UNDP** UN Development Program Executive Board

<https://meet.google.com/gqd-jxcm-eyj>

General Assembly

🎬 Streaming **for Delegates**

<https://stream.meet.google.com/stream/442e8a24-1f56-47b8-8a8d-d4f4b3c846c2>

👤 Main call **for Ambassadors**

<https://meet.google.com/cio-uidq-czp>

Agenda & Study Guides



UNGA General Assembly

- 👉 [Building Global Resilience Hubs](#)

UNSC Security Council

- 👉 [The Question of Sudan](#)
- 👉 [Climate-Related Peace & Security Risks](#)
- 👉 [The Situation in Ukraine](#)

GA1-DISEC Disarmament & International Security

- 👉 [Peace & Disarmament in the Pacific Region](#)
- 👉 [Private Interventions in Traditional and Cyber Warfare](#)
- 👉 [Measures to Reduce Illicit Weapons Trafficking](#)

GA3-SOCHUM Social, Humanitarian & Cultural

- 👉 [Combating the Spread of Ideologies Glorifying Racism, Racial Discrimination, Xenophobia and Related Intolerance](#)
- 👉 [Promoting Reforms to End Police Brutality Worldwide](#)
- 👉 [Increasing Female Representation in Leadership Roles and Addressing the Gender Wage Gap](#)

FAO Food & Agriculture Organization

- 👉 [Sustainable Farming and Agriculture for Risk-Resilient Diets](#)
- 👉 [Measures to Tackle Food Waste](#)
- 👉 [Risks to Food Security Posed by the Decline in Honeybee Populations](#)

WTO World Trade Organization Ministerial Conference

- 👉 [The Sustainability of the Global Waste Trade](#)
- 👉 [Intellectual Property Rights on Life-Saving Medications and Drugs](#)
- 👉 [Preventing the Escalation of New Trade Wars](#)

UNEP UN Environment Assembly

- 👉 [Saving Lake Victoria](#)
- 👉 [The Sustainable Management of Water Sources in a Changing Climate](#)
- 👉 [Preventing the Exploitation of Natural Resources in War and Armed Conflicts](#)

UNDP UN Development Program Executive Board

- 👉 [Eradicating New Forms of Poverty and Exclusion](#)
- 👉 [Enhancing Cooperation to Alleviate the Impact of Natural Disasters](#)
- 👉 [Fostering a Resilient Recovery in an Urbanizing World](#)



Study guides are also available on our website: milanmun.it > Prepare > Study Guides

Drafting a Resolution

This section deals with the preparation of draft resolutions or clauses for the lobbying phase. It will take place Thursday 7 April at 2:00pm; [check the full schedule](#) to know more.

In lobbying, you discuss your ideas with other delegates. **In order to get a virtual lobbying room, you need to submit a draft resolution (or clauses for UNSC).** The chairing team will consider all drafts submitted by Thursday 7 April and assign a virtual unmoderated room to every delegate with a valid resolution to propose. Other delegates may ask to join any room to discuss, merge, propose edits, and sign other resolutions. The link to submit a draft is at the bottom of this page.

- 👉 All delegates in **regular committees** (all except UNSC) should submit a minimum of one full resolution on [one of their committee's topics](#), consisting of **5-9 preambulatory clauses and 6-10 operative clauses**. You can choose the most relevant topic to your country or the one you are most interested in. You may also prepare some clauses and ideas on other topics.
- 👉 All delegates in **UNSC** should submit a maximum of **2 preambulatory and 2 operative clauses** per topic.

Requirements

All draft clauses and resolutions must respect the following rules:

- 👉 Preambulatory clauses must contain arguments, reasoning, and evidence only.
- 👉 Each clause must contain only one introductory phrase.
- 👉 Introductory phrases must only be used once. Add **"also"** and **"further"** if you need to repeat it (e.g. "suggests", "also suggests", "further suggests").



Remember that a resolution cannot:

- 🚫 Ask for a country to be **thrown out of the United Nations**; however, it can require to take this procedure into consideration;
- 🚫 Contain any clear **budgetary information**; financial investment or assistance can only be suggested in general terms;
- 🚫 Enforce **sanctions** on countries not complying with a resolution; it can, however, include clauses suggesting the Security Council to take said decision into account;
- 🚫 Decide on any **offensive military actions**; only peacekeeping operations can be authorised by the Security Council.



[Submit your drafts here](#)

You can use any Google account

Lobbying

💡 Lobbying is **all remote**. To join, use the [regular committee links](#).

If you successfully submitted a draft in time, you will receive a virtual room to discuss it with other delegates. The chair may also ask you to merge it with that from other delegates.

- 👉 In **regular committees**, if you collect **at least 5 signatures** from fellow delegates, you can then send your resolution to the Approval Panel. The AP experts will check it and either approve or reject it. If approved, it can be debated. The link to send it to the AP is below.
- 👉 In **UNSC**, the chairing team will select some operative clauses for debate. All approved clauses become part of a resolution, which is then debated and approved or rejected as a whole. The final resolution will comprise 5-9 non-debatable preambulatory clauses and 6-12 operative clauses.



📌 [Send to Approval Panel here](#)

Debating Remotely

MilanMUN 2022 is a hybrid event. Delegates from authorised local schools will debate face to face, while delegates from foreign schools will join in via Google Meet. **This might slow down some operations and increase the chairing team's workload considerably.** Please keep this in mind if you encounter any issue. If you need **tech support**, send in a ticket (the link is below).

The following instructions apply to delegates joining remotely. If you are attending in person, use your placards to debate as you normally would.



[Submit a Tech Ticket](#)

Claim Your Country Account

To log in, you need your **Country Account**. Ask your MUN teacher or [click here to retrieve it](#).

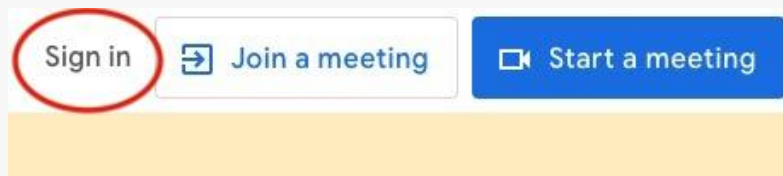
Do not change your password for any reason. If you do, we will remove you from the conference.

Then follow the instructions below.

Computer

💡 For optimum performance, please use **Google Chrome**.

1. Log out of your personal Google account or open a new Incognito window.
2. Open <https://meet.google.com>. Click **Sign in** in the upper right corner.



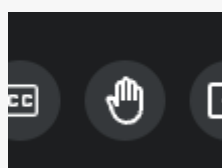
3. Sign in using your **Country Account**.
4. Click on your committee name to join the call. If it says that the meeting has not started, please wait.

Phone/Tablet

1. Download the **Google Meet** app and open it.
2. If it is the first time you use it, tap **Sign in**. If not, tap your profile picture in the upper right corner. Then tap **Add another account**.
3. Sign in using your **Country Account**.
4. Tap your committee name to join the call. If it says that the meeting has not started, please wait.

Debate Remotely

Your camera should always be on and your microphone off. To interact with your committee, **raise your Meet hand**. You do this by clicking the little hand at the bottom of your screen. If the chairs recognise you, you can open your microphone.



Points

 **To make points, raise your Meet hand and wait to be recognised.**

Point	Debatable	Second Required	Vote to Pass	Overridable	When
Point of Personal Privilege	<i>No</i>	<i>No</i>	<i>None</i>	<i>No</i>	Addresses personal discomfort; <u>if related to audibility it may interrupt the speaker</u>
Point of Information to the Chairs	<i>No</i>	<i>No</i>	<i>None</i>	<i>No</i>	Addresses any explanation or clarification not related to procedures (e.g. fact-checks)
Point of Parliamentary Enquiry	<i>No</i>	<i>No</i>	<i>None</i>	<i>No</i>	Addresses any explanation or clarification related to procedures
Point of Order	<i>No</i>	<i>No</i>	<i>None</i>	<i>No</i>	Addresses violations of rules and procedures
Point of Information	<i>No</i>	<i>No</i>	<i>None</i>	<i>No</i>	Allows delegates to ask questions to other delegates regarding speeches, amendments or resolutions

Motions

 **To make motions, type them in the chat. To request a motion to follow-up, just say it.**

Motion to extend Points of Information	<i>No</i>	<i>Yes</i>	<i>None</i>	<i>Yes</i>	Gives delegates the possibility to ask for other points of information
Motion to accept as a Friendly Amendment	<i>No</i>	<i>Yes</i>	<i>None</i>	<i>No</i>	Passes a first-degree amendment without voting. If the main submitter or any co-submitter objects, it does not pass. Only co-submitters may use this motion.
Motion to move into Previous Question	<i>No</i>	<i>Yes</i>	<i>None</i>	<i>Yes</i>	Moves the debate to the voting procedures.
Motion to move into Closed Debate	<i>No</i>	<i>Yes</i>	<i>None</i>	<i>Yes</i>	Moves an open debate into a closed debate.
Motion to move into Open Debate	<i>No</i>	<i>Yes</i>	<i>None</i>	<i>Yes</i>	Moves a closed debate into an open debate.

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Motion to move into Time Against	No	Yes	None	Yes	Moves the Time In Favour of a Closed Debate into Time Against.
Motion to divide the House	No	No	None	Yes	Starts a roll-call vote, in which it is not possible to abstain. This Motion is to be used after the voting procedures and before the Chairs change the subject of Debate. <u>This Motion doesn't apply to the MilanMUN Security Council.</u>

Note Passing

Note passing is digital. You have to opt in before you can send/receive notes from delegates.

Please refer to our [Code of Online Conduct](#). Notes are monitored by our admin staff and advisors. No abuse, swear words, and personal info are allowed. Instagram and social media handles are ok.



Opt in to Note Passing



Send a note to a fellow delegate

Rules of Procedure



To download our rules of procedure, use the QR code or go to milanmun.it > Prepare > RoPs

Code of Online Conduct

The following code of conduct applies to any delegate attending the conference online

General

- 👉 All delegates must keep their camera on at all times, clearly showing their face on an appropriate background. Delegates may use the “change background” feature of Google Meet, but they may not upload personalised images. The chairing team may request a delegate turn on their camera at any time while committees are in session and may expel them from the meeting without warning when they fail to abide by their instructions.
- 👉 Should a delegate experience technical difficulties with their camera or microphone, they must tell their chairing team immediately at the start of each session or (at the chairs’ request) at any time during the meeting. If such difficulties occur during a debate, delegates may either: a) inform the chairing team by raising a point of personal privilege (making sure not to interrupt the speaker); b) wait for the chairing team to acknowledge the issue and give an explanation when asked to do so; c) submit a ticket to the admin staff if they have reason to believe the issue does not have to do with their own equipment or connection.
- 👉 Formal clothing is required during all sessions. All delegates, members of the chairing team, and admin staff will follow the conference’s dress code.
- 👉 Delegates must refrain from sharing their screen at all times, unless instructed to do so by their committee’s chairing team.
- 👉 Delegates shall keep their microphones muted at all times, unless they have been given permission to speak by the chairing team.
- 👉 Eating is forbidden while committees are in session. Smoking is strictly prohibited at all times and will result in immediate removal from the meeting and in possible further disciplinary action.

Social Interactions

- 👉 All delegates must strive to keep a polite, respectful, and professional tone in all their communications and interactions with other delegates, chairs, staff, and advisors. Profanity, abuse, and deliberately mocking behaviour will not be tolerated under any circumstances and will result in severe disciplinary action.
- 👉 There will be no direct communication between delegates outside of authorised channels (i.e., Google Meet’s chat feature and Google Forms for “note passing”).

- ✎ Private communications between MilanMUN 2022 delegates must keep a friendly tone and positive and constructive attitude; they are subject to systematic checks by admin staff and may be made available to MilanMUN 2022 advisors upon request. Staff is instructed to block any communication that violates any of the above guidelines and to report repeat offenders to the MilanMUN 2022 executive board for further action.

Fair Use of School Accounts

- ✎ Delegates shall be granted access and use of ad hoc @lamanzoni.it accounts for the duration and the purposes of MilanMUN 2022. They do not have the right to use them before or after the conference and must not personalise any setting during the conference. They must not change the password, even if prompted to do so by any Google Suite app. Support tickets should be raised with staff for all login-related issues.
- ✎ School accounts are shared among delegations and, for this reason, they must not be used for any personal communication. Authorised uses include accessing pre-scheduled online meetings via Google Meet, responding to Google Forms, and accessing resolution and other relevant documents via Google Docs. Any other use is preemptively considered illegitimate and subject to sanctions unless explicitly authorised by the committee's chairing team or the executive board.
- ✎ For privacy reasons, Gmail has been disabled on school accounts used for debating. Meets cannot be initiated by delegates either.
- ✎ All the online activities involving the use of school accounts are subject to the school's policies and any breach thereof may result in termination of the account and of the participant's right to join online meetings. The delegates' activity will be scrutinised by school administration for the duration of the conference.

Privacy, Media & Disclaimer

- ✎ Delegates' identities are protected for the duration of the conference while they use school accounts; if they use them correctly, they are guaranteed their full name will never appear in any authorised screenshot or recording of the events. They may choose to disclose personal details to other delegates in private (i.e., through note passing), but they must refrain from posting personal information in the online meetings at all times.
- ✎ Recorded sessions, as well as associated materials used for publicity purposes, are the property of Civico Polo Scolastico "A. Manzoni" and can only be used for the purposes for which they were intended.
- ✎ Delegates and advisors are prohibited from storing or sharing MilanMUN Meet links with any outside person, as well as any link to Forms, online boards, and tools used during the conference. Streaming links are available for every event and will be shared in advance; they may be forwarded to third parties.

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- 👉 It is the responsibility of all participants to know and abide by the laws of the state which govern their Internet use and general conduct.
- 👉 By taking part in any online activity related to MilanMUN, all participants acknowledge they have read and understood the contents of this Code. They accept that any harm, damage or distress, both physical and emotional, that may result from their participation in the conference does not fall under the direct responsibility of Civico Polo Scolastico "A. Manzoni" or any of its employees and collaborators for the duration of the online conference.
- 👉 Failure to abide by any provision of this Code of Online Conduct will result in disciplinary action, including the delegate's suspension from MilanMUN, the termination of their participation in the conference, and the reporting of their action to advisors and teachers.

See you in 2023



Made with ❤️ by the MilanMUN Team
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