

# POSITION PAPER GUIDELINES

Position papers should be written in

1. Times New Roman,
2. Size 10 – 12 font
3. Single spaced,
4. 2 pages in length

**Please Note: Anything over 2 pages will not be read.**

Your position paper should consist of a well-developed introduction and a summary of the position of your country on each of the topics to be discussed in your committee. It is important to remember that while you will have lots of information on your country's actions on a local or national level, you must discuss your country's position on an international level, particularly including suggestions for policies and future action that could be taken. Examples of excellent position papers are available on the NWMUN – Seattle website.

## ***Submission Process***

We request each submit the position papers to the committee staff **by 11:59 pm (PST) on Saturday, November 1st.**

The processes as follows:

1. Please send each position paper in a separate e-mail to the committee with the subject line  
**COUNTRY - COMMITTEE**
2. Please cc all position paper submissions to [positionpapers@nwmun.org](mailto:positionpapers@nwmun.org).

## ***Committee E-Mail Addresses***

General Assembly  
[ga.seattle@nwmun.org](mailto:ga.seattle@nwmun.org)

Human Rights Council  
[hrc.seattle@nwmun.org](mailto:hrc.seattle@nwmun.org)

World Health Organization  
[who.seattle@nwmun.org](mailto:who.seattle@nwmun.org)

Security Council  
[sc.seattle@nwmun.org](mailto:sc.seattle@nwmun.org)

World Summit on the Information Society  
[wsis.seattle@nwmun.org](mailto:wsis.seattle@nwmun.org)

Reformed Security Council  
[rsc.seattle@nwmun.org](mailto:rsc.seattle@nwmun.org)

**Please Note: Delegates who have not submitted a position paper by the specified deadline will not be given consideration for awards.**

***Position papers should include, and will be evaluated, on the following items***

1. Formatting and presentation;
2. Conventions such as proper spelling and grammar;
3. The content should include:
  - a. Paragraph #1: Background information on the topic, why your country thinks it is important, relevant national commitments and action on the issue. Remember to focus on national policies which influence your country's action on this topic within the UN and internationally.
  - b. Paragraph #2: International commitments and your country's support of specific resolutions, initiatives, conventions or treaties. Describe what actions have been taken by your country to address prior international agreements made by your country.
  - c. Paragraph #3: Specific and concrete proposals for next steps on the topic, priority issues, and how your country can move forward on addressing the topic. This is the most important section of the position paper, and should be the longest paragraph.

Note: Citations are not necessary; position papers are a summary of the official policy of your country that you, as a delegate, are representing.

***Primary Sources for Information on your Country's Position***

1. Speeches or statements made by your country on particular issues within the United Nations.  
*Research tip: Go to <http://unbisnet.un.org> and search for speeches made by your country, or go to your country's Mission to the UN website, which can be found here: <http://www.un.int>.*
2. Voting record of your country, indicating its support or lack of support for particular resolutions.  
*Research tip: Go to <http://unbisnet.un.org> and search for Voting Record of your country*
3. Stated position on issues available online either via the country's Mission to the United Nations, Embassy, or Foreign Ministry.  
*Research tip: Go to <http://www.un.int> for your country's Mission to the United Nations, <http://www.usip.org/resources/foreign-affairs-ministries-web> or use a search engine for your country's Foreign Ministry.*

**SAMPLE FORMAT AND CONTENT OUTLINE FOR POSITION PAPER**

***Delegation from [Member State]***  
***(Bold, Italicized, Times New Roman, Size 10-12)***

***Represented by [School Name]***  
***(Bold, Italicized, Times New Roman, Size 10-12)***

***Position Paper for [Committee Name]***  
***(Bold, Italicized, Times New Roman, Size 10-12)***

Introductory sentence providing an overview of the topics and, if appropriate, your delegation's relationship with the committee. (Times New Roman, Size 10 – 12)

**I. Topic One Title (Bold, Times New Roman, Size 10-12, Centered)**

Paragraph #1: Background information on the topic, why your country thinks it is important, relevant national commitments and action on the issue. Remember to focus on national policies which influence your country's action on this topic within the UN and internationally. (Times New Roman, Size 10 – 12)

Paragraph #2: International commitments and your country's support of specific resolutions, initiatives, conventions or treaties. Describe what actions have been taken by your country to address prior international agreements made by your country (Times New Roman, Size 10 – 12)

Paragraph #3: Specific and concrete proposals for next steps on the topic, priority issues, and how your country can move forward on addressing the topic. This is the most important section of the position paper, and should be the longest paragraph. (Times New Roman, Size 10 – 12)

**II. Topic Two Title (Bold, Times New Roman, Size 10-12, Centered)**

Same content, structure and formatting as Topic I.

**III. Topic Three Title (Bold, Times New Roman, Size 10-12, Centered)**

Same content, structure and formatting as Topic I.

## EXAMPLE POSITION PAPER

*Delegation from  
The Republic of Lebanon*

*Represented by  
Northwest Regional University*

### *Position Paper for the Security Council*

The issues before the Security Council are: Protection of Civilians in Armed Conflict; and Security Council Reform. The Republic of Lebanon looks forward to actively seeking resolutions to each of these issues through collaborative efforts by all Member States represented on the Security Council.

#### **I. Protection of Civilians in Armed Conflict**

Protection of civilians in armed conflict, a principle enshrined in the Geneva Conventions, has remained a central concern for the United Nations and its Member States. Lebanon notes with concern that as many as ninety percent of all casualties in modern conflicts are civilians, and of these civilian casualties, most are women and children. In conjunction with the United Nations High Commissioner for Refugees, the Office of the High Commissioner for Human Rights (OHCHR), and other UN bodies, the Security Council is responsible for affirming and supporting the human rights of civilians in conflict zones. However, the mandate to protect civilians in armed conflict cannot be fully realized until the Security Council fully addresses the continuing Israeli occupation of Arab territories.

Having experienced the devastation of prolonged hostilities, Lebanon is decidedly invested in upholding and improving international instruments, which promote the protection of civilians in armed conflict. Lebanon believes that the primary responsibility for protecting civilians belongs to the individual states; solutions should respect state sovereignty and reflect the specific needs and capacity of each state. Nonetheless, intergovernmental organizations and regional organizations should continue to have an active role in preventative diplomacy and negotiation in order to protect civilians in conflict zones. Lebanon urges Member States to abide by the guidelines set forth in Security Council resolutions 1265 (1999), 1296 (2000), 1764 (2006), 1820 (2008), and 1998 (2011) and to fully implement these resolutions at the state level in order to protect the rights and lives of civilians in conflict zones.

The continuing use of cluster munitions is one of the greatest threats to civilians in conflict zones. Lebanon calls upon all Member States who have not yet done so to sign and ratify the 2008 Convention on Cluster Munitions, in accordance with the principles of the Universal Declaration of Human Rights and the Geneva Conventions. In September 2011, Lebanon hosted the Second Meeting of States Party to the Convention on Cluster Munitions under the banner “Together for a Safer Life”. In addition to addressing the elimination of cluster munitions, the meeting also discussed ways to provide humanitarian assistance and due compensation to victims of these weapons. Lebanon encourages all UN Member States to review the 2011 Beirut Declaration and the Beirut Progress Report.

Lebanon commends the Security Council for unanimously extending the mandate of the United Nations Interim Force in Lebanon (UNIFIL), whose participation is vital for maintaining the stability and security of Lebanon’s borders and civilians. Lebanon also applauds the UN High

Commissioner for Human Rights for taking time at the 2011 Security Council debate on Civilian Protection to draw attention to the recent humanitarian affronts of Israel in Gaza which endangered the lives of civilians and clearly violated international law.

## **II. Security Council Reform**

Security Council reform is a critical element of this initiative the Security Council is charged with maintaining international peace and security through its binding decisions. However, the ability of the Security Council to react swiftly and decisively in times of crisis has been constrained by the special interests of a few permanent members. The Security Council must reform to reflect the new geopolitical situation of the international community in order to maintain legitimacy and relevance as an instrument of peace and security. Furthermore, the working methods of the Security Council should be improved to ensure greater accountability and transparency.

Reforms should occur in a comprehensive and inclusive manner through established channels for intergovernmental negotiations. Lebanon insists that no artificial deadlines be placed on reform issues so that key issues can be fully negotiated and considered. General Assembly Decision 62/557 of 16 September 2008 (and its subsequent renewals) defines the ideal mechanisms for intergovernmental negotiations on Security Council reform. Accordingly, Lebanon recognizes the Intergovernmental Negotiations on Security Council Reform, formerly known as the Open-Ended Working Group on Security Council Reform, as a favorable platform for these negotiations. Lebanon welcomes the eighth round of negotiations, officially initiated on 28 November 2011. Lebanon extols the leadership of the General Assembly President and the Chair of Intergovernmental Negotiations for promoting the broadest possible consensus throughout this ongoing process.

Lebanon seeks reforms that will increase the participation of historically underrepresented groups and improve the ability of the Security Council to function effectively within the broader mandate of the United Nations. Lebanon urges all Member States to participate in fruitful negotiations to this end. Most troublingly, African states and members of the Organization of Islamic Cooperation lack adequate representation in the Security Council in spite of their significant presence and influence in the international community. The Security Council has repeatedly failed to react effectively, swiftly, and fairly to humanitarian crisis in these regions, indicating the inadequacy of the current membership structure.

Operational reforms should promote greater communication and interagency cooperation between the Security Council and General Assembly. In accordance with the views of the Non-Aligned Movement, the report of Security Council to the General Assembly should include an explanation of the rationale behind Security Council decisions. The report should also examine what factors, if any, constrained the ability of the Security Council to act effectively. The use of the veto should be constrained or discouraged, and permanent members should be held accountable for their vetoes. In addition, the Security Council should respect the provenance of the General Assembly and ECOSOC and avoid the egregious use of Chapter VII.

Lebanon anticipates significant progress towards these negotiations in the coming year.