

Delegation: Official Name.
Committee: Full name (abbreviation)
Topic: A/B
Delegate name: Full name

We recommend using preambulatory clauses on paragraphs 2, 3 and 4, and operative phrases on paragraph 5 for a more formal redaction. HOWEVER, THESE ARE NOT REQUIRED JUST RECOMMENDED.

1st paragraph - Salutations 2-3 lines:
EXAMPLE

## Basic Examples:

- On behalf of the Prime Minister, the delegation of the Kingdom of Great Britain and Northern Ireland, welcomes the other delegations at this honorable committee...
- Good morning honorable chair and present member states
- Begin with an international phrase: "Pacta sunt servanda a recognized international law principle should be considered important due to..."


## 2nd paragraph- Overall explanation of the topic:

Preambulatory clauses

- Expressing concern
- Recalling
- Guided by
- Noting

3rd paragraph - Country's position concerning the topic to be discussed:
What HC expects:
Preambulatory clauses:

- Noting,
- Recognizes
- Fully alarmed
- Expressing concern
"[...] To stick and affirm its position."

4th paragraph- Solutions:
What HC expects:
Preambulatory clauses:

- Bearing in mind,
- Guided by
- Seeking
- Regretting (in case the administration from the country in past sessions voted in a different position than in the present session)
"[...] to approach possible solutions from what the country can provide."

5th Paragraph - O P T I O N A L - Possible solutions from the delegation, it is essential to stick to its foreign policy and internal politics:
What HC expects:
Operative phrases:

- Insists that
- Invites
- Urges
- Demands


## POSITION PAPER FORMAT

## Conclusions

Basic examples to close:

1. The delegation of $X$ would like to hear from the other delegations present in this honorable committee.
2. The delegation of $X$ would be pleased to collaborate with the other delegations present today.
3. The delegation of $X$ would like to conclude by thanking the presence and motivation of the delegates present at this honorable committee.

## References

Last name, Name initial. (year) or (year, month). Title of the source. Name of the web page. URL

## Format:

Arial / Times New Roman $12^{\circ}$
Int. 1.5
References APA format 7th edition
Indent after the first paragraph

