

POSITION PAPER FORMAT



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:

Basic Examples:

EXAMPLE

- 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:

Pream<mark>bulatory clauses</mark>

- Expressing concern
- Recalling
- Guided by
- Noting

EXAMPLE



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

EXAMPLE

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:

EXAMPLE

What HC expects:

Operative phrases:

- Insists that
- Invites
- Urges
- Demands

EXAMPLE



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Conclusions

EXAMPLE

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°
Int. 1.5
References APA format 7th edition
Indent after the first paragraph