

# POSITION PAPER FORMAT

\* **Margins:** 2.5 (the four)

\* **Letter type:** Arial

\* **Letter size:** 11

\* **Paragraph:** 1.5 spaced

\* Double enter between paragraphs

\* Justified

\* **National Emblem** (centered)

\* **POSITION PAPER** (centered, in bold & capital letters)

\* After the "title of POSITION PAPER" the following in Capital and small letters & in bold:

**Committee:** (full name of your committee)

**Topic:** (full topic)

**Country:** (the country's official name)

\* **Content:**

1<sup>st</sup> Paragraph. (Introduction)

A brief introduction to the country and its history regarding the topic and/ or UN body.

2<sup>nd</sup> Paragraph.

The country's actions on a national level, including political and/ or foreign policy.

3<sup>rd</sup> Paragraph.

The country's actions on the international level, including resolutions, conventions and declarations that the country supports.

4<sup>th</sup> Paragraph.

Quotes taken from speeches made by heads of the government and / or government representatives.

5<sup>th</sup> Paragraph.

Statistics regarding the issue.

6<sup>th</sup> Paragraph. (Conclusion)

The country's recommendation for a resolution for the topic.

\* On the last paragraph, your conclusion, the recommendations should be enlisted:

- a)
- b)
- c)

\* At the bottom of the page, left side, bold, in Capital & small letters, you should write:

**Delegate:** (your first name & one last name), **(Name of your school)**

**e-mail:** (your email)

**phone number:** (your phone number)

**NOTE.** You should print your 2 position papers in color to hand them in the day of the event in a beige folder. It is advisable for you to have an extra copy for your personal use where you may write down notes for your participation during the sessions.