

## ELECTRONIC SUBMISSION OF WMOAS RESOLUTIONS

### Submission Deadlines for Proposed Draft Resolutions (PDRs)

**March 17, 6 p.m.:** All PDRs intended for the **First Packet**. Any PDRs received by the faculty reviewer after this deadline will be reviewed at the Model and go into the Third Packet if approved.

\* Briefly, delegates will submit PDRs electronically by email attachment in Word 2003 format to their faculty advisor, who then will forward them to the appropriate faculty reviewer. After review, the faculty reviewer will reply, either approving or rejecting the PDR. Reviews will send comments explaining rejected PDRs. The faculty reviewer, if time permits, may allow minor revision of returned PDRs. Reviewers will give specific dates when these must be returned if that are to be approved for the First Packet. First Packet resolutions will be posted on the WMOAS website [www.wmoas.org](http://www.wmoas.org) by April 1.

\*Working Groups – Often resolutions are so much alike that Faculty Reviewers will group them together and require that delegates fashion a common resolution. This gives delegates an opportunity to do collective work, something very much in character at the OAS. Delegates whose PDRs are placed in a Working Group will be informed of all others in that working group, and may contact one another before the Model Assembly, or begin work at the Model Assembly on Tuesday evening, or the specific time set aside on Wednesday morning. **Working group resolutions will be submitted for the Second Packet.**

**April 8, 3:30 p.m.:** For all working groups to submit their (joint) resolutions during the First Committee Session. Those approved will constitute the **Second Packet**. \* All draft resolutions submitted at the Model will have to be submitted on a USB flash drive (for their management by the administrative staff), along with a paper copy for the Faculty Reviewers.

**April 9, 1:30 p.m.:** For PDRs not approved for the First Packet, any working-group PDRs not approved for the Second Packet, and any new PDRs within the initial limits of two resolutions per delegation in each committee. Those approved will constitute the **Third Packet**. Again, all draft resolutions submitted at the Model will have to be submitted on a USB flash drive (for their management by the administrative staff), along with a paper copy for the Faculty Reviewers.

### Management of Proposed Draft Resolutions for Committee Consideration

**Format for Resolutions** All resolutions must be produced using MS WORD 2003 (or in MS WORD 2003 format). **Document MUST NOT contain headers, footers, use of tables to format text, or text boxes.** No graphics are to be used in documents. Accepted fonts are New Times Roman 11pt Type and Arial 11pt Type. Page size should be 8 ½ x 11. The title of the resolution must be centered and in bold **CAPITAL LETTERS**. No other headings should be in

bold. Co-signatory section must be on a page with resolution text. A guide to resolution format is on the WMOAS website [www.wmoas.org](http://www.wmoas.org) .

**THE FIRST PACKET OF PROPOSED DRAFT RESOLUTIONS:** will be distributed electronically the week before the Model Assembly (posted on the website [www.wmoas.org](http://www.wmoas.org) by April 1. These resolutions will all have been submitted and approved electronically. Delegations must print and review the First Resolution Packet for all committees prior to arriving in Washington. **THERE WILL BE NO PAPER COPIES OF THE FIRST PACKET DISTRIBUTED AT THE MODEL ASSEMBLY.**

\* Delegates must take an additional step in Washington before their PDR can be debated in committee:

**\*\*\*CO-SIGNATORIES** - PDRs cannot be introduced for debate, even if reviewed and approved, if their author has not secured the proper co-signatories prior to the First Session of the Committees on Wednesday afternoon, April 9. Resolutions must have five co-signatories or they cannot be introduced for debate. Each delegate must have an “official” copy of their resolution (from the packet posted on the WMOAS website) with them in Washington. Co-signatories may sign this copy which then must be submitted to the Committee chair before the First Session of the Committees begins.

**THE SECOND PACKET OF PROPOSED DRAFT RESOLUTIONS:** Those PDRs put into Working Groups will submit their joint resolutions—on both a USB flash drive and a paper copy with co-signatories—on Wednesday, April 8, during the First Session of the Committees by 3:30 p.m. Working group resolutions must have a combination of co-sponsors and co-signatories that total six (for example, a resolution with 3 co-sponsors requires only 3 co-signatories). Those resolutions approved will constitute the **Second Packet**, which will be distributed at the Second Session of the Committees.

**THE THIRD PACKET OF PROPOSED DRAFT RESOLUTIONS:** Those PDRs not approved for the First Packet, any working-group PDRs not approved for the Second Packet, and any new PDRs within the initial limits of two resolutions per delegation in each committee, will be submitted—on both a USB flash drive and a paper copy with co-signatories—on Thursday, April 9 at 1:30 p.m. at the start of the Fourth Session of the Committees . Those approved will constitute the **Third Packet**, which will be distributed at the Sixth Session of the Committees.