

RESOLUTION ASSESSMENT FORM

Submitter: _____

The Question of: _____

THIS RESOLUTION

PASSES

FAILS

If a resolution fails, the reasons for its failure are checked below. A failed resolution should be revised and re-submitted at the earliest possible time.

- Pages should be numbered correctly; i.e; “Page 1 of 1”
- The name of the forum must be displayed at the left hand side e.g. 1st PALMUN Conference
- The name of the committee/UN organ must be displayed at the left hand side e.g. COMMITTEE: Political
- The name of the submitter must be displayed at the left hand side e.g. SUBMITTER: Japan
- The title must be written in CAPITAL LETTERS: THE QUESTION OF ...
- The resolution must begin by the organ in italics. E.g. : *The General Assembly, The Economic and Social Council*
- The initial organ must be indented
- Acronyms and abbreviations are written in full the first time they are used in a resolution.
- The initiating phrases of all preambulatory and operative clauses must be in *italics*.
- Only clauses from the list ‘Terms used in resolutions’ will be accepted.
- Each clause, whether preambulatory or operative must be indented.
- The operative clauses must be numbered.
- Sub clauses are lettered: a), b), c), etc. Sub-sub-clauses numbered: i), ii), iii), etc.
- All preambulatory clauses must be separated by a comma.
- All operative clauses must be separated by a semi-colon.
- The resolution must end with a full stop.
- There is a line between each clause.
- The resolution must not be more than two pages long.