

# Hwa Chong Conflict Resolution and Inquiry

1, 3, 4 June 2019



## Position Paper Guidelines

*Against the Tide*

## 1. INTRODUCTION

The position paper is an important document that is to be written before the conference to summarise a country's stance on the issues to be discussed. This serves both as a tool to consolidate delegate's pre-conference research, as well as for committee chairs to understand delegates' level of understanding to better guide council during HCCRI 2019.

At HCCRI 2019, position papers will be factored into the awards metrics, and are **mandatory**. *Delegates which fail to submit their position papers on time will be barred from awards.*

## 2. POSITION PAPER GUIDELINES

### 2.1 Format

Position papers are to be within **one** (1) page per topic, excluding any references and bibliography. Margins on each side are not to be less than **one** (1) inch, and the font size is not to be less than **twelve** (12) points.

### 2.2 Referencing

Delegates are to use the **notes-bibliography** referencing style espoused in the Chicago Manual of Style (17<sup>th</sup> Edition). Position papers should utilise endnotes, and contain a minimum of two references.

### 2.3 Deadline and Submission Method

Delegates are to submit their position paper by **25 May 2019, 2359h**.

Delegates are to send their position papers to the following email addresses, depending on their council:

- United Nations General Assembly: [hccri2019.unga@gmail.com](mailto:hccri2019.unga@gmail.com)
- United Nations Committee for the Status of Women: [hccri2019.uncsww@gmail.com](mailto:hccri2019.uncsww@gmail.com)
- East Asian Summit: [hccri2019.eas@gmail.com](mailto:hccri2019.eas@gmail.com)
- United Nations Security Council: [hccri2019.unsc@gmail.com](mailto:hccri2019.unsc@gmail.com)
- United Nations General Assembly 6 (Legal): [hccri2019.legal@gmail.com](mailto:hccri2019.legal@gmail.com)

### 3. DRAFTING A POSITION PAPER

*Note: This section may be more applicable to beginner delegates.*

Delegates should start their research and drafting process from the study guides that are published on the HCCRI website. Notably, delegates should pay attention to the Questions a Resolution Must Answer, found at the end of each guide. The approach delegates take to address those questions should be answered within the Position Paper.

Delegates could also consider structuring their position paper according to the following framework:

- Past actions the country has taken
- Present stance/position towards the issue — and other countries
- Proposed solutions

All three portions should be in equal proportion to achieve a balanced view of the topic and its relation to the country the delegate is representing.

Delegates can think about their country's stance through generalising common principles that underpin the diplomatic representations and actions that the country has previously undertaken, and the Paper should explain the reasons for the country's stance.

### 4. PLAGIARISM POLICY

Plagiarism is defined in Hwa Chong Institution's academic integrity offences as "attempts to pass off as your own work, whole or part, the work or ideas of another person or institution, without proper acknowledgement of the source".

In addition, plagiarism is defined as submitting the same work for different publications and conferences. Delegates are also liable to reprimand for plagiarism if they willingly circulate documents that have been plagiarised before or during the conference.

Delegates reminded that plagiarism will be taken extremely seriously at HCCRI 2019, and may include being barred from awards.

Plagiarism can be avoided by properly citing or referencing in accordance with section 2.2. However, do note that complete lifting of excessive chunks of text is still unacceptable; as far as possible delegates are to minimise direct quoting and paraphrase instead.