

How to Write a Resolution

Introduction:

The resolution (a.k.a.: “reso”) is the document which a committee debates. It brings to light a certain problem or issue, and explains why and how action should be taken. The reso is not inflexible; rather, it can and even should be amended throughout debate adding or striking clauses, inserting examples, and removing objectionable points.

Resolutions, like any good writing, must possess both content and form. While a resolution’s success or failure will not hinge on improper punctuation, a properly written resolution demands attention. Delegates will appreciate it; so will you. FOLLOW THE PROCEEDING GUIDEL

Follow the proceeding guidelines when writing resolutions. Use the following sample resolution as a model. A list of preambulatory and operative phrases is also included. Use these phrases for variety, but avoid melodrama.

Heading:

The heading should contain the following:

Committee:

Subject:

Proposed by:

Body:

1) After the heading, one of the following lines should read:

The General Assembly,
(For the General Assembly and its subcommittees)

The Economic and Social Council,
(For the Economic and Social Council and its subcommittees)

<OR>

For specialized agencies, address that agency
(ex: The European Union, The Security Council,)

2) Number all lines in the body of a resolution.

3) Preambulatory clauses

The preambulatory clauses state the reasons for introducing the resolution, and are begun with a preambulatory phrase, each of which is underlined. Preambulatory clauses should be ended with a comma. A list of preambulatory phrases is included below.

4) Operative Clauses

The operative clauses follow the preambulatory clauses, and state recommended courses of action. Similar to the preambulatory clauses, each operative clause is started with an operative phrase, which must be underlined. Additionally, each operative clause must be numbered and concluded with a semicolon (;). A list of operative phrases is included below.

5) The entire resolution should be ended by a period.

Preambulatory Clauses

| | | | |
|------------------|-----------------------------|---------------------------|---------------------------|
| Affirming | Deeply disturbed | Guided by | Noting with satisfaction |
| Alarmed by | Deeply regretting | Having adopted | Noting with deep concern |
| Approving | Desiring | Having considered | Observing |
| Aware of | Emphasizing | Having considered further | Realizing |
| Believing | Expecting | Having devoted attention | Reaffirming |
| Bearing in mind | Expressing its appreciation | Having examined | Recalling |
| Cognizant of | Expressing its satisfaction | Having heard | Recognizing |
| Confident | Fulfilling | Having received | Referring |
| Contemplating | Fully aware | Having studied | Seeking |
| Convinced | Fully alarmed | Keeping in mind | Taking into account |
| Declaring | Fully believing | Noting further | Taking note |
| Deeply concerned | Further deploring | Noting with approval | Viewing with appreciation |
| Deeply conscious | Further recalling | Noting with regret | Welcoming |
| Deeply convinced | | | |

*Note that “strong” phrases such as “declaring” and “deploring” should be used for crisis committees such as Security Council rather than regular subcommittees of the General Assembly and Economic and Social Council.

Operative Clauses

| | | | |
|---------------|----------------------------|--------------------|-------------------|
| Accepts | Declares accordingly | Further proclaims | Regrets |
| Affirms | Deplores | Further reminds | Requests |
| Approves | Draws attention | Further recommends | Resolves |
| Authorizes | Designates | Further requests | Solemnly affirms |
| Calls for | Emphasizes | Further resolves | Strongly condemns |
| Calls upon | Encourages | Invites | Supports |
| Condemns | Endorses | Proclaims | Notes |
| Congratulates | Expresses its appreciation | Reaffirms | Takes note of |
| Confirms | Expresses its hope | Recommends | Trusts |
| Considers | Further invites | Reminds | Urges |

*Note that “strong” phrases such as “urges”, “condemns”, and “declares” should be used for crisis committees such as Security Council rather than regular subcommittees of the General Assembly and Economic and Social Council.

