

Resolution Writing Guidelines

General rules

1. The European Youth Parliament produces its statements in the format of a resolution. The resolutions are formal statements written by delegates.
2. Until a resolution has been adopted by the General Assembly, it is referred to as a motion for a resolution. In all of the following, a motion for a resolution is simply referred to as a resolution.
3. A resolution has three parts: the heading, the introductory clauses and the operative clauses.
 - a. A clause is a sentence that contains one argument or proposal.
 - b. Clauses may have sub-clauses, but must still be only one sentence.
4. Introductory clauses identify and state the problems that need to be addressed, highlight important past actions or provide background on the motion topic.
5. Operative clauses state actions and recommendations that intend to solve the problems which are identified in introductory clauses.
6. Resolutions are written in British English.

Format

1. The location and date of the International Session is located in the upper right corner of each resolution.
2. The heading consists of the full name of the committee, the topic and the list of delegates.
 - a. The list of delegates starts with the words “Submitted by:” followed by the list of delegates in alphabetical order by their last name. An ISO two-letter country code in brackets will be added after the name of each delegate.
 - b. The nationality of a delegate is used to determine the country code. In case a delegate has more than one nationality, the person in question may choose which nationality they want to use.
3. After the heading, the words “European Youth Parliament:” introduce the resolution clauses.
4. Introductory clauses are listed first followed by the operative clauses.
 - a. Introductory clauses are listed in a logical order from most general towards more specific and building upon each other.
 - b. Introductory clauses must be numbered with an upper case letter. Their sub-clauses are numbered with lower case Roman numerals.
 - c. A comma is used to end each introductory clause, except the final introductory clause which ends with a semicolon. Sub-clauses to introductory clauses also end with a comma.
 - d. Operative clauses are listed in a logical order to correspond to the introductory clauses.
 - e. Operative clauses are numbered with Latin numerals and their sub-clauses are numbered with lower case letters.
 - f. A semicolon is used to end operative clauses, with the exception of the final operative clause which ends with a full stop. Sub-clauses to operative clauses

end with a comma, with the exception of the last sub-clause which ends with a semicolon.

5. Acronyms and abbreviations are written in full the first time they appear in the resolution. Thereafter they are abbreviated.
6. Factual explanations that are necessary to understand a resolution are provided in footnotes. Footnotes are numbered continuously throughout the whole resolution booklet.