

INSTRUCTIONS FOR HEAD OF DELEGATION



The head of delegation is expected to introduce his/her delegation at the opening ceremony :

- She/he is allowed to find any presentation she/he thinks fit as long as the introduction complies with the specific nature of the ceremony. This should **NOT** be an enumeration of all names of the delegates or the committees they take part in; this is very boring for the audience.
- The president of the session will interfere if this rule is not respected.
- The presentation / speech should be prepared in advance.
- The presentation / speech **should not exceed 2 minutes**. Please check it! Remember that 30 delegations need 90 minutes, even if they stick exactly to the timetable. If they don't respect this timetable, it is very boring for the audience.
- The accompanying teacher should check the introduction speech of the head of delegation and correct and guide the head of delegation if necessary.

The head of delegation is expected:

- To participate as a full member in one of the committees.
- To count the votes of her / his delegation and to give the results when the President ask her / him.
She / he doesn't address the President and gives the result by standing and using this formula, for example: "France has voted as follows: three votes in favour, two votes against. " **(for an amendment there is no abstention)** or "France has voted as follows: 2 in favour, 3 against and zero abstention" for a resolution.
Please give the result in this order: in favour, against, abstention.
- To inform the local and national press in his/her country about the Model European Parliament and all its activities.
- To write a final evaluation of the Model European Parliament session she/he has attended. Please submit a written report within two weeks after the closing of the Session to info@mepeurope.eu