

WYCOMBE  
MODEL ARCTIC  
COUNCIL

DELEGATE GUIDE

JANUARY 2024

WYCOMAC



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## 1. Welcome

On behalf of Polar Aspect, the Secretariat of the Wycombe Model Arctic Council (WYCOMAC) warmly welcome you to the fourth WYCOMAC conference.

Polar Aspect design and run the world's only Model Arctic Council simulations for secondary-school pupils. Before becoming a teacher, Polar Aspect founder and Managing Principal Dr Anthony Specca lived and worked in the Canadian Arctic as a senior civil servant. Inspired to share his experience and love of the Arctic with youth, in 2016 he created and launched the Norwich Model Arctic Council at Norwich School in the UK. Other MACs for secondary schools have followed since then, including WYCOMAC, which convened for the first time in 2020.

WYCOMAC is a simulation of the real-world Arctic Council. Established in 1996 as a high-level international forum, the Arctic Council is devoted to advancing international cooperation and good governance across the Circumpolar North. What makes the Arctic Council unique amongst intergovernmental organisations is also what makes the WYCOMAC unique amongst diplomatic simulations—the full participation of Arctic Indigenous peoples alongside Arctic states, and the rule of consensus for all decisions.

In today's divided and hyper-partisan political climate, this emphasis on inclusive consensus makes WYCOMAC and other Polar Aspect MACs special. Delegates must rise to the challenge of negotiating the bridging solutions that bring Arctic states and peoples together over difficult issues, in full unanimity and with no recourse to over-ruling each other by majority vote.

We hope you are looking forward to the opportunity to meet this challenge together with your fellow WYCOMAC delegates. This Delegate Guide, as well as the accompanying Research Guide, will help you to prepare for the upcoming conference, and to make the most of your learning. Please read both guides carefully.

Now more than ever, as the climate warms and geopolitics hardens, the Arctic has become one of the most fascinating and important regions on the planet. Much more than a pristine wilderness, a resource frontier or a military theatre, it is an ancestral homeland for peoples living on the front lines of some of the most pressing challenges the world faces today. By preparing for and participating in WYCOMAC, you will learn much from your in-depth exposure to a part of the world that few of your peers have discovered.

We wish you an enjoyable WYCOMAC experience.

## 2. Timetable

WYCOMAC is a two-day simulation. It takes place alongside Wycombe Abbey School's MUN conference (WASAMUN), with which it shares breaks, meals and social events. Our timetable will run as follows (all times GMT/UTC):

Pre-conference	
<i>Discussion papers</i>	Discussion papers are due by email to the WYCOMAC Secretariat ( <a href="mailto:wycamac@polaraspect.com">wycamac@polaraspect.com</a> ) no later than 15.00 on Friday 12 January 2024, so they may be circulated to all delegates in good time for the start of the conference.

Friday 19 January 2024 (items shared with WASAMUN in italics)	
12.00 – 12.15	<i>Registration</i>
12.15 – 12.45	<i>WASAMUN opening ceremony</i>
12.45 – 13.15	Plenary briefing
13.15 – 14.30	Working Group meeting (including opening statements)
14.30 – 15.00	<i>Refreshments</i>
15.00 – 16.30	Working Group meeting (continued)
16.30 – 17.00	Arctic State debriefing
17.00 – 17.30	Permanent Participant debriefing
19.00 – 22.00	<i>Diplomatic dinner and ball (black-tie optional)</i>

Saturday 20 January 2024 (items shared with WASAMUN in italics)	
09.00 – 10.30	Senior Arctic Officials meeting
10.30 – 11.00	<i>Refreshments</i>
11.00 – 12.30	Senior Arctic Officials meeting (continued)
12.30 – 13.30	<i>Lunch</i>
13.30 – 15.30	Senior Arctic Officials meeting (continued)
15.30 – 16.00	<i>Refreshments</i>
16.00 – 16.30	Ministerial meeting
16.30 – 17.00	Plenary debriefing
17.00 – 17.30	Closing ceremony

### 3. Participating in WYCOMAC

WYCOMAC is a simulation of Arctic Council diplomacy. As a participating pupil, or 'delegate', you play the role of a representative from one of the eight Arctic States (Canada, Denmark, Finland, Iceland, Norway, Russia, Sweden or the USA), or one of the six Indigenous Permanent Participant organisations (Aleut International Association, Arctic Athabaskan Council, Gwich'in Council International, Inuit Circumpolar Council or Russian Association of Indigenous Peoples of the North). Working together with any other delegates from your 'delegation', as well as all the delegates representing the other Arctic States and Indigenous peoples, your aim is to negotiate consensus agreement on challenging and significant issues facing the Arctic today.

WYCOMAC takes place as part of the WASAMUN conference. Registration for WYCOMAC is through Wycombe Abbey School. Delegates are advised to consult the Wycombe Abbey MUN website ([mun.wycombeabbey.com](http://mun.wycombeabbey.com)) for current information about participating in the conference, as well as for WASAMUN conference policies, which apply equally to WYCOMAC.

#### The WYCOMAC experience

Just as the Arctic Council is unique amongst international organisations, WYCOMAC is unique amongst diplomatic simulations. Four characteristics make WYCOMAC special:

- **Consensus.** All decisions of WYCOMAC, whether substantive or procedural, must be made unanimously. There is no option for a majority vote even if consensus is elusive. For this reason, WYCOMAC delegates do not debate pre-prepared resolutions, nor lobby for signatures as at Model United Nations. Rather, they rise to the challenge of negotiating mutually agreeable declarations in real time.
- **Collaboration.** The Arctic Council has a reputation for collegiality. The WYCOMAC Secretariat exists only to facilitate cooperation between delegates, who are encouraged to use their privilege to discuss issues and negotiate solutions informally. There will also be time for spontaneous interaction with other delegates between meeting rounds and during breaks. Cultivating positive working relationships with other delegates is important.

- **Indigenous participation.** Unusually in model diplomacy, WYCOMAC delegates have the opportunity to play the roles of Arctic Indigenous peoples' organisations, as well as Arctic States. Playing such a role illuminates what small but determined groups of people aware of their rights can achieve on the international stage. It also reveals the Arctic as a homeland—and even delegates representing Arctic States should be aware of what it means to be an Indigenous person and to have Indigenous rights.
- **Thematic focus.** Unlike Model United Nations, which can be thematically diffuse, WYCOMAC offers delegates an in-depth engagement with one of the world's most fascinating and fast-changing regions. There are only eight Arctic States and six Arctic Indigenous peoples' organisations, so WYCOMAC conferences are also small and intimate. Delegates get to know the issues, and their fellow delegates, more closely.

## Your role as a WYCOMAC delegate

There are three parts to a WYCOMAC conference. The first part simulates meetings of one of the six Arctic Council Working Groups, which attempt to lay the groundwork for a common approach to pressing Arctic issues assigned in advance of the conference. The second part simulates the work of Senior Arctic Officials (SAOs) as they negotiate a political declaration based on that common approach. The third part simulates a Ministerial meeting at which the political declaration is decided, should the SAOs have been successful. (For more information on the structure and work of the Arctic Council, see the *WYCOMAC Research Guide*.)

## Working Group

In the Working Group, you play the role of a representative from one of the Arctic States or Permanent Participant organisations. The Working Group provides an opportunity for delegates to exchange initial views on the issue assigned in advance of the conference. No substantive decisions are normally taken in the Working Group. Rather, areas of agreement and disagreement are identified to inform further diplomatic work.

Having already exchanged discussion papers with other delegations in advance of the conference, you begin the Working Group with a very brief opening statement. After all delegations have made opening statements, you undertake to exchange views with your fellow delegates in an informal way. Your aim is to find any existing common

ground on evidence, facts, values and interests related to the issue in question, and to identify any remaining points of disagreement for further consideration.

The work you do at the Working Group stage is technical rather than political, and it informs negotiations at the SAO meeting. It is not necessary to work through disagreements in Working Groups. However, disagreements should be carefully noted so that they can be addressed at the SAO meeting. The WYCOMAC Secretariat helps to document the Working Group meetings by producing notes that summarise salient points of agreement and disagreement.

## **SAO meeting**

The SAO meeting is a diplomatically 'higher-level' meeting than the Working Group meeting. In this meeting, you play the role of an SAO from one of the Arctic States, or a high-level representative from one of the Permanent Participants. SAO meetings are often thought of as 'Arctic ambassador' meetings, and indeed most SAOs officially hold ambassadorial rank on the international stage. Whilst in reality there is only one such person representing each Arctic State or Permanent Participant, all WYCOMAC delegates represent their respective delegations equally.

The work of the SAO meeting is more political than technical. Referring to the documentation arising from the Working Groups, you attempt to negotiate a mutually agreeable political declaration covering both issues in question. Any disagreements must be worked out in the SAO meeting if consensus is to be achieved on the declaration.

SAO meetings are more formal than Working Group meetings, so that every delegate who wishes to speak can be heard. However, you may pause proceedings at any time to negotiate more informally. Considerable 'word-smithing' is involved in negotiating a declaration, and you are encouraged not to get caught up in procedural formalities. The WYCOMAC Secretariat record the declaration in real time as you draft it.

## **Ministerial meeting**

The Ministerial meeting represents the Arctic Council in its most official and highest-level form. In this formal meeting, you play the role of a foreign minister from one of the Arctic States, or the leader of one of the Permanent Participants. Whilst in reality there is only one such person representing each Arctic State or Permanent Participant, all WYCOMAC delegates will represent their respective delegations equally.

The Ministerial meeting is brief. Each delegation gives a closing statement indicating their final decision on the declaration, should the SAOs have been successful in drafting one. If all Arctic State delegations agree on the declaration, Arctic State ministers may then formally adopt it as the final ‘Wycombe Declaration’ for that year.

Should SAOs not have been successful in drafting a declaration, then each delegation gives a closing statement reflecting on the lack of agreement. It is possible—though arguably highly diplomatically embarrassing—for a Ministerial delegation to withhold agreement to a declaration previously agreed at the SAO level.

## **Debriefing sessions**

At the end of each day of the WYCOMAC conference, delegates gather for ‘debriefing sessions’ with the WYCOMAC Director. At these sessions, you reflect on the progress of discussions and negotiations, aiming to transform your experience into new knowledge about the Arctic, about diplomacy and international affairs, and about yourself as an effective communicator and collaborator. There are two debriefing sessions the end of the first day, one for Arctic State delegates and one for Permanent Participant delegates. The debriefing session after the Ministerial meeting on the second day is a plenary session involving all delegates.

You are strongly encouraged not to think of WYCOMAC as a game that you win only if you and your fellow delegates are able to agree and adopt a declaration. It is not easy to negotiate mutually agreeable solutions to the complex problems that Arctic faces, and consensus may prove elusive for reasons that you as an individual delegate cannot control. Instead, you are encouraged to think of your participation as its own reward, together with what you will have learned about the Arctic, the Arctic Council, Indigenous peoples, public speaking, negotiation, consensus building and so on. Simply put, you will get out of WYCOMAC what you put into it.

## 4. Social media

The WYCOMAC Secretariat will use social media before and during the conference to keep in touch with our followers about the programme. Delegates are encouraged to do the same, and to tag us in your posts!

### WYCOMAC social media

Follow WYCOMAC and other Polar Aspect MACs on our website, X (formerly Twitter) timeline and Instagram feed—and please use our handles and hashtag in your posts:

- Website: [www.polaraspect.com](http://www.polaraspect.com)
- X (formerly Twitter): **@PolarMACs**
- Instagram: **polarmacs**
- Hashtag: **#WYCOMAC**

### Related social media

If you post to social media about your WYCOMAC experience, you may wish to tag one or more of the following institutions (English-language accounts listed wherever available):

Related X (formerly Twitter) and Instagram handles	
<i>Arctic Council and affiliated organisations</i>	
Arctic Council	@ArcticCouncil arcticcouncil
Arctic Contaminants Action Program	@ACAP_Arctic
Arctic Monitoring and Assessment Program	@AMAP_Arctic amap.no
Conservation of Arctic Flora and Fauna	@CAFFSecretariat caff_arctic_biodiversity
Emergency Prevention, Preparedness and Response	@EPPR_Arctic eppr_arcticcouncil
Protection of the Arctic Marine Environment	@PAMESecretariat
Sustainable Development Working Group	@sdwgsecretariat @SDWG_Chair sdwg_arcticcouncil
Indigenous Peoples Secretariat	indigenous_peoples_secretariat

## Related X (formerly Twitter) and Instagram handles

### Arctic State Foreign Ministries

Canada	@CanadaFP gacanada.amcanada
Denmark	@DanishMFA @Tinganes @GreenlandMFA udenrigsministeriet
Finland	@Ulkoministerio
Iceland	@MFAIceland
Norway	@NorwayMFA utenriksdept
Russian Federation	We do not advise tagging the Russian Foreign Ministry at this time
Sweden	@SwedenMFA swedishmfa
United States of America	@StateDept statedept

### Permanent Participant organisations

Aleut International Association	@aleut_aia aleutinternationalassociation
Gwich'in Council International	@GwichinCouncil
Inuit Circumpolar Council	@ICC_Alaska @ICC_Canada @ICC_Greenland icc_alaska icc_canada
Russian Association of Indigenous Peoples of the North (RAIPON)	We do not advise tagging RAIPON at this time
Saami Council	@SaamiCouncil saamicouncil

### Other organisations

Polar Aspect	@polaraspect @PolarMACs polarmacs
Wycombe Abbey School	@wycombeabbey wycombeabbey
Wycombe Abbey Model United Nations	@wycombeabbeymun wycombeabbeymun

## 5. WYCOMAC Policies

Polar Aspect take very seriously the safety of our conferences, and the enjoyment of our delegates. Delegates, teachers and guests participating in or observing WYCOMAC are kindly requested to respect the following policies, in addition to all policies that apply to the WASAMUN conference of which WYCOMAC is a part.

### Code of good conduct

As a pupil representing your school, you are expected to behave maturely. In particular, you must adhere to the following code of good conduct, any breach of which may result in exclusion from WYCOMAC:

- You must not question the authority of the WYCOMAC Director, or any deputies the WYCOMAC Director may appoint.
- You must treat all participants and observers, whether delegates, Secretariat staff, teachers or guests, with tact and respect. Bullying, insults or abuse of any kind is strictly forbidden, whether openly in speech, or in written notes exchanged during the conference.
- You must be on time for all meetings. Meetings will begin promptly out of respect for all delegates.
- You must negotiate with other delegates in good faith and with a diplomatic demeanour. Staged 'walkouts' or refusals to speak with other delegates are unacceptable.
- You must respect the privacy rules outlined below, and you should avoid general sharing of your personal information with other participants.
- You must adhere to WASAMUN dress protocols. In addition, no attempt to imitate or wear national or Indigenous dress will be tolerated of any delegate who is not him- or herself of that nationality or Indigenous status.

### Privacy

All participants must maintain confidentiality for themselves and for other participants. Participants must not make any attempt to photograph or record other participants without permission. Under no circumstances should delegates reveal personal information about themselves or one another if using social media to communicate about their experience of WYCOMAC.

## **Publicity**

WYCOMAC Secretariat staff may photograph or otherwise record certain elements of the conference, including images of participants, for purposes such as publicity, website content and social media content. Any participants who do not wish to appear in photographs or recordings should please inform the WYCOMAC Director or Secretariat.

## **Teachers and other observers**

Teachers whose pupils are taking part in WYCOMAC may observe—but may not participate in—conference proceedings. At the discretion of the WYCOMAC Director, and only with the permission of the organisers of WASAMUN, other educators or special guests may also observe WYCOMAC.

## **6. WYCOMAC rules of procedure**

### **Rule 1. General provisions**

Delegations from all Arctic States and Permanent Participants may participate in all parts of any WYCOMAC meetings. All decisions taken by delegations, whether substantive or procedural, shall be by consensus of all Arctic State delegations present (Rule 16), provided a quorum of at least six Arctic State delegations exists. However, Permanent Participant delegations should also indicate their agreement or disagreement with any matter, and delegations are encouraged to respect the ideal of full consensus. Matters of military security may not be discussed at WYCOMAC meetings.

### **Rule 2. Director and Secretariat**

The Director shall oversee WYCOMAC, appoint and supervise the Secretariat, and act as the final arbiter of any delegate appeals. The Director shall have the sole right to suspend or expel any delegate from WYCOMAC for a breach of WYCOMAC policies, especially policies regarding good conduct and delegate privacy. Delegates shall not question the authority of the Director.

The Secretariat shall be responsible for the formal, proper and orderly functioning of all WYCOMAC meetings in accordance with these rules. Members of the Secretariat shall serve as Chair and Rapporteur to manage and document WYCOMAC meetings. The Director may also serve as Chair of any WYCOMAC meeting.

The role of the Chair is to facilitate delegate discussion, not to dictate the pace or substance of the meeting. Delegations shall have extensive freedom to determine how meetings proceed, but the Chair reserves the right, in the most exceptional circumstances and only to preserve the orderly progress of the meeting, to assume control of procedure temporarily. Decisions of the Chair shall be subject to the oversight of the Director, to whom delegates may appeal.

WYCOMAC meetings shall take place according to the timetable specified by the WYCOMAC Director or Secretariat. Delegates shall not hold WYCOMAC meetings outside this timetable, nor without the supervision of the Director or Secretariat.

### **Rule 3. Official language**

English shall be the working language of WYCOMAC. Delegates who wish to speak or table documents in another language shall provide interpretation or translation into English.

### **Rule 4. Discussion papers**

Prior to a WYCOMAC conference, all delegations should write a discussion paper on the matter to be discussed. Delegations shall submit their papers to the Secretariat by the deadline specified, so that they may be circulated to other delegations in good time ahead of the conference. Late discussion papers may not be circulated.

Delegations shall format papers using Arial, Helvetica or Helvetica Neue 11-pt font, single-spaced, with 2.54-cm margins on all sides. The title of the paper shall be the issue to be discussed, followed by the identity of the submitting delegation. Delegates may refer to the *WYCOMAC Research Guide* for help with discussion papers.

### **Rule 5. Diplomatic courtesy and communication**

Delegates shall be diplomatic and respectful at all times, and they shall not interrupt one another except to rise to a point of order (Rule 11). Delegates shall address the Chair as ‘Mister Chair’ or ‘Madame Chair’ as appropriate. Delegates shall address other delegates as ‘The delegate (from...)', or by using the other delegate’s preferred pronouns of the form ‘he’, ‘she’ or ‘they’. Delegates shall refer to themselves by the name of the Arctic State or Permanent Participant they represent—e.g. ‘Canada believe that...’ or ‘The AIA propose that...’, or by using the pronoun ‘we’. Delegates shall not use the pronouns ‘I’ or ‘you’ of themselves or one another.

Delegates may exchange private messages with one another, or with the Director or Secretariat, via written notes. Written notes containing private messages can only be exchanged through the offices of the Secretariat, and delegates may not use any other channel, whether analogue or digital, to exchange messages about WYCOMAC during the conference. Private messages may serve various purposes, such as policy coordination, private requests, expressions of thanks or apology, proposal of a matter, etc, but in general such purposes should be germane to the conference. Private messages shall be just as respectful as open speech.

## **Rule 6. Working Group meetings**

The initial meetings of a WYCOMAC conference shall always be Working Group meetings. At Working Group meetings, delegations will make opening statements (Rule 9) and engage in informal discussion (Rule 12). The WYCOMAC Secretariat shall document Working Group meetings, aiming to produce lists of agreements and disagreements on evidence, facts, values and interests pertaining to the issue in question at that Working Group meeting.

## **Rule 7. Senior Arctic Officials meetings**

The Working Group meetings of a WYCOMAC conference (Rule 6) shall always be followed by SAO meetings. At SAO meetings, delegations will engage in formal and informal discussion (Rules 10 and 12), and collaborate on drafting a declaration on the issue to be discussed at that conference (Rule 13). It is possible for delegations to collaborate on more than one draft declaration at a time, so long as consideration of all but one draft declaration has been postponed (Rule 14). The Rapporteur shall colour-code multiple draft declarations to allow delegates to distinguish them easily. Ideally, SAO meetings should end with consensus agreement (Rule 16) to submit a single draft declaration to a following Ministerial meeting (Rule 8).

## **Rule 8. Ministerial meetings**

The final meeting of a WYCOMAC conference shall always be a Ministerial meeting. Should the preceding SAO meetings (Rule 7) have produced an agreed draft declaration (Rule 13), Ministerial delegations shall review the draft declaration received, engage in formal and informal discussion (Rules 10 and 12) if desired, decide by consensus (Rule 16) whether to adopt the draft declaration as a final declaration (Rule 17), and make closing statements (Rule 18). Should the preceding SAO meetings not have produced a draft declaration, Ministerial delegations shall engage in formal and informal discussion if desired, and make closing statements.

## **Rule 9. Opening statements**

At the start of a WYCOMAC conference, whether in a special opening ceremony, or in Working Group meetings (Rule 6), or both, the Director or Chair shall invite delegations to make brief opening statements. Arctic State delegations shall give their opening statements in alphabetical order, followed by Permanent Participant

delegations in alphabetical order. Delegations shall limit their opening statements to no longer than two minutes.

Opening statements in a special opening ceremony should include e.g. expressions of thanks to the WYCOMAC Secretariat and hosts, of good faith about the upcoming negotiations, of the importance of the issues to be discussed, and the like. Opening statements in Working Group meetings should introduce in more detail a delegation's views on the issue to be discussed in that meeting, but they should not involve simply reading the discussion paper (Rule 4). If there is only one opportunity to deliver an opening statement, delegations should endeavour to combine the two statement types.

## **Rule 10. Formal discussion**

Delegations wishing to speak during an SAO meeting (Rule 7) or Ministerial meeting (Rule 8) must first request recognition by raising their placards, unless the meeting has been suspended (Rule 15) for informal discussion (Rule 12). The Chair shall keep a list of such requests, fulfilling them in the order that the Chair deems most appropriate. Any delegation that wishes to speak shall be recognised to do so. Speeches should be relevant to the matter under discussion, otherwise the Chair may call a delegate to order.

Only one delegate may speak at a time, and only one delegate from the same delegation may speak at a time when a delegation is recognised by the Chair to speak. The Chair reserves the right to limit the speaking time of delegates, either in general or at specific instances, although such limits are rarely imposed. Additionally, the Chair reserves the right to manage the total length of delegate discussion time order to maintain the timetable set by the Director.

## **Rule 11. Points of order**

Delegates may interrupt other delegates in formal discussion (Rule 10) only to rise to a point of order, which shall be adjudicated immediately by the Chair in accordance with these rules. A point of order shall only be used for procedural purposes, for instance when a delegate cannot hear proceedings, or when a delegate believes that proper procedure has not been followed. A delegate shall not use a point of order to pose a question to, or to debate with, another delegate.

Delegates have no formal right of reply. Concerns about insulting language directed towards an Arctic State, Permanent Participant, delegation or a delegate's own person should be reported directly to the Chair or Director.

## **Rule 12. Informal discussion**

At any time outside of a WYCOMAC meeting, including when a meeting is suspended (Rule 15), delegations may informally discuss any issues on the WYCOMAC agenda. Informal discussion is not governed by the rules applying to formal discussion (Rule 10), points of order (Rule 11), postponement (Rule 14) or suspension (Rule 15). However, delegates may not draft declarations (Rule 13) or reach consensus agreement (Rule 16) during an informal discussion.

Delegations may not informally discuss issues on the WYCOMAC agenda before the WYCOMAC conference begins, even if the delegations come from the same school or know each other socially.

## **Rule 13. Draft declarations**

Delegations shall draft declarations jointly during SAO meetings (Rule 7). Draft declarations shall be documented in real time by the Rapporteur, who shall make them visible to all delegates and observers using a projector and screen. Delegates may not edit draft declarations themselves.

At any time during a meeting, delegations may propose to discuss an addition or amendment to the draft declaration. To make such a proposal, delegations should write a note to the Rapporteur containing the exact wording of the addition or amendment they are proposing to discuss. The Rapporteur shall bring all such submissions to the Chair's attention. The Chair shall deal with such submissions in the order received, after any current matters for discussion have been concluded.

Delegations may also orally propose to discuss an addition or amendment to the draft declaration whenever they are recognised to speak by the Chair (Rule 10), so long as there is not already a matter under discussion. If there is already a matter under discussion, the delegation that wishes orally to propose to discuss an addition or amendment to the draft declaration must first propose to postpone the matter currently under discussion (Rule 14)

All Arctic State delegations must agree by consensus (Rule 16) to discuss an addition or amendment to the draft declaration, whether written or oral. Should they agree to

discuss the addition or amendment, the Chair shall invite the delegation that proposed the discussion to speak about their addition or amendment. All subsequent formal discussion must pertain to that addition or amendment, until it is either adopted into the draft declaration by consensus or postponed.

A delegation that has proposed to discuss an addition or amendment to the draft declaration may change the wording of their addition or amendment, or withdraw it entirely, by written notice to the Rapporteur at any time, or whenever they are recognised to speak by the Chair.

## **Rule 14. Postponement**

Delegations may propose to postpone discussion of the matter currently under discussion whenever recognised to speak by the Chair. All Arctic State delegations must agree by consensus (Rule 16) to the postponement. A proposal to postpone may also be accompanied by a proposal to discuss another matter, but if so, all Arctic State delegations must agree by consensus to both proposals as though they were a joint proposal, otherwise neither proposal is agreed.

Delegations may propose to reintroduce any previously postponed matter whenever recognised to speak by the Chair, so long as there is not already a matter under discussion. If there is already a matter under discussion, the delegation that wishes to propose a reintroduction of a previously postponed matter must first propose to postpone the matter currently under discussion. All Arctic State delegations must agree by consensus to the reintroduction.

## **Rule 15. Suspension**

Delegations are encouraged to suspend SAO meetings (Rule 7) or Ministerial meetings (Rule 8) whenever desired in order to allow for informal discussion (Rule 11) to take place. It is normally much more efficient to negotiate informally, including over the wording of draft declarations, than to do so formally. However, no decisions may be taken whilst a meeting is suspended (Rule 16), even if consensus exists. All decisions must be taken in meetings.

Delegations may propose to suspend a meeting whenever recognised to speak by the Chair, regardless of whether a matter is currently under discussion or not. Delegations should specify a duration for the suspension, not to exceed the time allocated to the meeting on the WYCOMAC timetable. The Chair may limit the duration of a

suspension in order to maintain the timetable set by the Director. All Arctic State delegations must agree by consensus (Rule 16) to the suspension.

## **Rule 16. Consensus agreement**

There are three situations in which the Chair will determine whether consensus agreement exists:

- Whenever a delegation makes an orderly proposal—whether to discuss an addition or amendment to the draft declaration (Rule 13), to postpone discussion of a matter (Rule 14), or to suspend a meeting (Rule 15);
- Whenever a delegation requests the Chair to ascertain whether consensus exists on an addition or amendment to the draft declaration, or on all or part of the draft declaration itself; and
- Whenever no delegations wish to speak further on an addition or amendment to the draft declaration, or on all or part of the draft declaration itself.

Delegations should demonstrate agreement by raising their placards.

In the case of a procedural matter, should consensus exist, the proposal is adopted, and the Chair shall immediately invite the proposing delegation to speak on the proposal. Should consensus not exist, the Chair shall immediately invite a maximum of two delegations to speak in favour of the proposal, and two against. After these speeches, the Chair shall again immediately ascertain whether consensus exists on the proposal. Should consensus of the Arctic State delegations exist, the proposal is adopted, and the Chair shall immediately invite the proposing delegation to speak on the proposal. Should consensus of the Arctic State delegations continue not to exist, the proposal is not adopted. Delegations may reintroduce unadopted proposals, but they are encouraged to do so only when there is reason to believe that the proposal will be met with a more favourable response upon reintroduction.

In the case of a substantive matter, should consensus exist, either the addition or amendment is adopted into the draft declaration, or all or part of the draft declaration is adopted, as the case may be. Should consensus not exist, the matter is not adopted.

After any ascertainment of consensus, whether on a proposal or on a substantive matter, delegations may provide an explanation of their positions.

## **Rule 17. Final declaration**

A draft declaration (Rule 13) will be considered the final declaration once it has been agreed by consensus (Rule 16) at a Ministerial meeting. Only one final declaration can be agreed per WYCOMAC conference. After the conclusion of the WYCOMAC conference, the final declaration will be made available to all delegations.

## **Rule 18. Closing statements**

During the Ministerial meeting (Rule 8), the Chair shall invite delegations to make brief closing statements. Arctic State delegations shall give their closing statements in alphabetical order, followed by Permanent Participant delegations in alphabetical order. Closing statements should express a delegation's views on the final declaration, or on the failure to agree a final declaration. Delegations shall limit their closing statements to no longer than three minutes.

## **Rule 19. Certificates**

After the WYCOMAC conference, all delegates who completed the conference will receive a certificate of participation. At the discretion of the Director, and in consultation with the Secretariat, special commendation certificates will be awarded to all delegates in one Arctic State and one Permanent Participant delegation. Special commendations will be awarded on the following criteria:

- Constructive contributions to meetings that helped build consensus amongst fellow delegates;
- Knowledge of the Arctic, of the Arctic State or Permanent Participant represented, and of the issue discussed; and
- Credibility 'acting' the role of diplomat from an Arctic State or Permanent Participant.

## **7. Senior Secretariat**

### **Dr Anthony Specca FRGS FRSA, Director**

Dr Specca is founder of Polar Aspect, a consultancy focused on Arctic education. He created Polar Aspect MACs to share his enthusiasm for the Arctic with youth, and to inspire them to learn more about this unique region and its peoples. Formerly, he lived and worked in the Canadian Arctic as a senior policy official with the Government of Nunavut, and he now teaches Politics and Economics at Norwich School. He is Adjunct Professor with Trent University's School for the Study of Canada, Honorary Lecturer with the University of East Anglia's School of Environmental Sciences, and Managing Director of the UArctic Læra Institute for Circumpolar Education. An elected politician, Dr Specca also serves as Member and Chair of East Suffolk Council.

### **Miss Caitlin Fox, Deputy Director**

While at Norwich School, Miss Fox was a delegate to Polar Aspect's first WYCOMAC conference, and a member of the Senior Secretariat of NORMAC for schools. She also served on the school's Model UN Society Executive Committee, and she completed an independent research project on Arctic shipping. More recently, she has visited Tromsø in the Norwegian Arctic, including the offices of the Arctic Council Secretariat. Miss Fox is now in her third year reading Geography at the University of Durham.

## 8. Host school

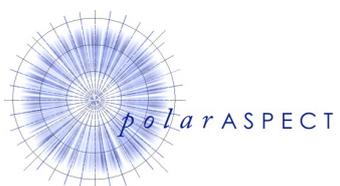
Wycombe Abbey has hosted WYCOMAC since 2020. Nestled in 170 acres of landscaped parkland in a former manor estate in the Chiltern Hills market-town of High Wycombe, Wycombe Abbey is an independent boarding school for girls between the ages of eleven and eighteen. A world leader in girls' boarding education, the school ranks as one of the UK's top all-girls schools by academic results.

Wycombe Abbey is a place where academic excellence, empathy and integrity thrive. Building on a firm foundation of more than 125 years of educating young women, the school encourages curiosity, bold ideas, innovation, leadership, and delight in learning—inside and outside the classroom. Combined with a rich co-curricular programme and total pastoral care through boarding, this world-class education makes Wycombe Abbey a distinctive place for girls to learn and grow.

Wycombe Abbey is proud to host WYCOMAC. Visiting delegates and teachers are warmly welcome here.

### **Miss Lauren Monteil, Host**

Miss Monteil is Head of Psychology, Head of Butler House and Model United Nations (MUN) Coordinator at Wycombe Abbey. She organises the well-regarded WASAMUN conference of which WYCOMAC is part, having been involved with MUN for many years at both Wycombe Abbey and other schools. As a teacher and examiner, Miss Monteil strives to help pupils to build a fascinating scientific framework by which they can interpret the people and behaviour surrounding them, to feel utterly confident in their knowledge, and to be exhilarated by their learning.



WYCOMBE MODEL ARCTIC COUNCIL IS AN EDUCATIONAL INITIATIVE OF POLAR ASPECT  
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