

# DHAP 2019 Position Paper Guidelines

## *What is a position paper?*

A position paper is a document detailing the stance of your country/portfolio/agency and proposed solutions to the topics which your council will be discussing.

For **non-press delegates**, your position paper should include following:

1. Brief background information on the topic
2. Past involvement of your country/portfolio
3. The stance of your country/portfolio
4. A brief explanation of key problems
5. Potential solutions to the problems identified

For **press delegates**, your position paper should include the following:

1. A brief history of your news agency
2. Relative biases, especially with regard to major events, historical and/or present

## Formatting requirements

Please include your committee and your country/portfolio/news agency at the top of your position paper, as follows:

**Committee:** ASEAN Ministers on Energy Meeting

**Country:** Singapore

Position papers should be written in Times New Roman, font size 12, and they should be single spaced. Position papers for all councils should not exceed 500 words per topic (headings will not be included in the word count).

All sources used in the construction of your position paper should be cited as endnotes in the APA style.

## Details for submission

Please adhere to the following format for the title of the document: DHAP2019\_Committee\_Country/Portfolio/Agency (e.g. DHAP2019\_AMEM\_Singapore)

Please also submit your position paper as a single Microsoft Word document to your respective Chairs by **31 May, 2359**. Your chairs can be contacted via the following email addresses:

AMEM: [dhap2019.amem@dhs.sg](mailto:dhap2019.amem@dhs.sg)

AMMST: [dhap2019.ammst@dhs.sg](mailto:dhap2019.ammst@dhs.sg)

ARF: [dhap2019.arf@dhs.sg](mailto:dhap2019.arf@dhs.sg)

UNSC: [dhap2019.unsc@dhs.sg](mailto:dhap2019.unsc@dhs.sg)

HCC: [dhap2019.hcc@dhs.sg](mailto:dhap2019.hcc@dhs.sg)

Press Corps: [dhap2019.presscorps@dhs.sg](mailto:dhap2019.presscorps@dhs.sg)

Should you require an extension, please contact your respective Chairs to request for one **at least 3 days** in advance. Chairs reserve the right to grant extensions on a case-by-case basis.

Please note that Chairs may disqualify delegates from any award in the event of a late or non-submission. Chairs may also disqualify delegates from awards if plagiarism is detected.