

How to write a resolution

A resolution reads as a single sentence that starts with the name of the writer and the town followed by the Introductory Clauses with the background to the problem being addressed e.g.

- With aspects of the current situation
- With reference to organisations active in those fields
- With previous attempted solutions

etc.

Each of these clauses has a capital letter and finishes with a comma.

Then follow the Operative Clauses. These clauses describe measures all of which show a solution for the problem depicted in the first part (introductory clause) each of these clauses has a number and finishes with a semi-colon, the last clause with a full stop.

Introductory Clauses usually open with a participle, operatives with a main verb.

Introductory phrases

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

Operative phrases

Accepts	Declares accordingly	Further reminds	Reminds
Affirms	Deplores	Further recommends	Requests
Approves	Designates	Further resolves	Solemnly affirms
authorises	Emphasises	Further requests	Strongly condemns
Calls	Encourages	Have resolved	Supports
Calls upon	Endorses	Notes	Trusts
Condemns	Expresses its appreciation	Proclaims	Takes note of
Congratulates	Expresses its hope	Reaffirms	Transmits
Confirms	Further invites	Recommends	Urges
Considers	Further proclaims	Regrets	