

Code of Conduct for CHIREC MUN '24

This is the Code of Conduct for CHIREC MUN '24. ALL individuals participating in this conference must follow the code of conduct. Failure to do so will result in serious repercussions; including but not limited to **making the person ineligible to participate in CHIREC MUN '24 in any capacity, cancellation of participation certificate, ban on participating in future CHIREC MUN Conferences.** CHIREC MUN '24 brings together Participants from various schools in Hyderabad to participate in an intensive Model United Nations conference. In this environment, it is very important that all the Participants have a common understanding of the standards of behavior expected of them to maintain a safe and an enjoyable event for everyone involved. This Code of Conduct helps maintain a pleasant, safe and healthy environment for all Participants in CHIREC MUN '24.

CHIREC MUN '24 Secretariat

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Section 1: Introduction

1.1 All Participants must agree to abide by this Code of Conduct

- a. Before the start of CHIREC MUN '24, all Participants must sign the undertaking that is the Liability Release Form they will abide by this Code of Conduct for the duration of CHIREC MUN '24.
- b. In the case where a Participant is a minor, at least one parent or guardian of the Participant attending CHIREC MUN '24 shall also sign the undertaking.
- c. No Participant shall be allowed to be involved in CHIREC MUN '24 unless:
 - i. They have signed the undertaking called "Liability Release Form – CHIREC MUN '24" and undertaking called "Tech Release Form – CHIREC MUN '24".
 - ii. where a Participant is a minor, at least one parent or guardian has signed the undertaking in this document.

1.2 What do the terms in this Code of Conduct mean?

The terms used in this Code of Conduct aims to be self-explanatory, unless expressly stated otherwise:

- a. "Age of majority": The age at which an individual becomes an adult as specified by either the United Nations Convention on the Rights of the Child or Section 3 of the Indian Majority Act, 1875, whichever is the older age.
- b. "CHIREC MUN '24" means the conference named 'The CHIREC Model United Nations 2024' conducted by CHIREC International School, Kondapur.
- c. "Complainant": A person who is aggrieved by a breach of the Code of Conduct and has made a complaint to the Host of CHIREC MUN '24.
- d. "Host": The Secretariat and other Organizing Committee members of CHIREC MUN '24.
- e. "Participant": means and includes and is not limited to the following:
 - i. Delegates
 - ii. IP members
 - iii. Executive Board
 - iv. Attendees of CHIREC MUN '24 in any capacity

f. “Sexual harassment”: Any unwanted, unwelcome or uninvited behaviour of a sexual nature which makes a person feel humiliated, intimidated or offended. It may include physical contact, verbal comments, jokes, propositions, the display of offensive material or other behaviour which creates a sexually hostile environment. Examples of Sexual harassment include but are not limited to uninvited touching, smutty jokes or comments, sex-based insults, repeated invitations to go out after prior refusal, persistent insinuations about a person’s private life. Sexual harassment is not behaviour which is consensual, welcome and reciprocated.

g. “Start of CHIREC MUN ‘24” means the commencement of the first formal function of CHIREC MUN ‘24, the date as it stands, July 26th, 2024.

Section 2: What is expected of participants?

2.1 What Participants must do

During CHIREC MUN ‘24, all Participants must do:

- a. Behave in a respectful and courteous manner towards other Participants in the event, guests and sponsors of CHIREC MUN ‘24.
- b. Abide by any rules, guidelines and restrictions set by the secretariat and organizing committee to keep the event regulated and ensure the safety of Participants.
- c. Follow the dress code (as defined in paragraph 2.4) put in place by CHIREC MUN ‘24 officials.
- d. Be mindful of the schedule and timings and arrive at the venue and committee sessions on time. You may miss only 2 sessions to be eligible for a certificate and awards.
- e. Keep your belongings with you at all times (Chirec International School is not responsible for the loss of any belongings).

2.2 What Participants must not do

During CHIREC MUN ‘24, Participants must not:

- a. Make insulting comments, jokes, insults, or insinuations about another person’s culture, race, religion, gender or sexual orientation or which may be construed as being derogatory or as harassment, whether in the presence of that person or in any other forum in which the person may not be present.
- b. Stalk or physically harass another individual.
- c. Engage in any form of violence or threats of violence.
- d. Engage in any form of Sexual harassment [as defined in paragraphs 1.2 (f)]
- e. Take or use other people’s property without their permission or consent.
- f. Intentionally cause damage to the property of other individuals or of the host venue.

- g. Consume any substance which they are not legally entitled to consume in India or supply any such substances to others.
- h. Consume or be under the influence of alcohol or drugs in a way which may bring CHIREC MUN '24 into disrepute.
- i. Consume or be under the influence of any illegal products and/or nicotine products including but not limited to cigarettes, vapes, e-cigarettes etc.
- j. Order, buy, ask the Host to provide energy drinks, food from outside the Host's venue, or any other item in this regard under any circumstances.

2.3 Behavior during the committee sessions

- a. Participants in CHIREC MUN '24, especially delegates, must not confront each other and/or executive board members in an aggressive manner after a committee session.
- b. Feedback between delegates and executive board members must be given and received in a constructive and non-confrontational manner.
- c. Refrain from cross talk and listen to fellow delegates.
- d. Avoid the use of mobile phones during committee sessions.
- e. Conducting research during committee sessions and the use of Wi-Fi will not be permitted unless approved by the executive board.

2.4 Dress Code to be followed during CHIREC MUN '24

- a. Participants in CHIREC MUN '24 must follow a strict dress code consisting of
 - i. Formal shirts, trousers, blazers (not compulsory), ties (not compulsory), dress shoes, loafers, heels, ballet flats, shoes etc are allowed.
 - ii. Crop tops, sheer blouses, spaghetti tops are **NOT** allowed. Sleeveless formal tops, if worn, must be accompanied by a blazer. If worn waistcoats must be accompanied by a shirt/blazer.
 - iii. Skirts and dresses are **NOT** allowed.
 - iv. Casual clothing including but not limited to t-shirts, jeans, flip flops, leather pants, cargo pants etc are strictly prohibited.
 - v. Exposed midriffs are not allowed.
- b. The above is not including the "Social Night", to be held on the evening of 27th July 2024 wherein participants must follow a strict dress code consisting of:
 - i. Traditional Indian wear of their choice.
 - ii. Crop tops, sheer blouses, spaghetti tops are **NOT** allowed.

- iii. If sleeveless tops are worn, they must be accompanied by a covering top.
- iii. Skirts and dresses are allowed provided they are full length.
- iv. Casual clothing including but **NOT** limited to t-shirts, flip flops, leather pants, cargo pants etc are strictly prohibited.
- v. Exposed midriffs are not allowed.

Section 3: What happens if a participant breaches the Code of Conduct?

3.1 Breaches can be reported to a Complaints Officer

If a Participant believes that another Participant has breached the Code of Conduct, she/he may report the breach to an appointed Complaints Officer.

3.2 What will the Complaints Officer do?

Each Complaints Officer shall be responsible for:

- a. Being available to Participants to receive complaints about breaches of this Code of Conduct
- b. Investigating complaints
- c. Supporting the Complainant appropriately, which could include referring them

3.3 Complaints Officers can deal with some complaints themselves

If the Complaints Officer considers it appropriate, they may discuss the complaint with the Complainant and the person about whom the complaint has been made to try to resolve the matter by mediation so that both parties are satisfied with the outcome of the matter.

3.4 Complaints Officers can refer complaints to the Complaints Committee

- a. A Complaints Officer may refer a complaint to the rest of the Secretariat and CHIREC MUN '24 teacher coordinators.
- b. Complaints of the following nature must be referred to the Secretariat:
 - i.any form of violence or threat of violence
 - ii.Sexual harassment
 - iii.stalking or physical harassment
 - iv.the consumption or supply of substances which are illegal in the host country
 - v.a Participant's being under the influence of alcohol or drugs in a manner which has brought or threatens to bring CHIREC MUN '24 into disrepute
 - vi.any form of inappropriate relationship between a debater and any other Participant
 - vii.wilful damage to public property or the property of a Host venue.

Section 4: What happens if a complaint is referred to the Complaints Committee?

4.1 Who forms the Complaints Committee?

- a. CHIREC MUN '24 conference shall have a Complaints Committee comprising
 - i. Ms. Aanya Menon (Director General +91 9133022525), Mr. Ishan Edlabadkar (Secretary General - +91 7569548247)
 - ii. CHIREC MUN '24 Faculty Coordinators: Ms. Vinaya Sharadha and Mr. Naveen Reddy

4.2 When must the Complaints Committee meet?

- a. The Complaints Committee shall convene a committee meeting:
 - i. if any Complaints Officer refers a complaint to them in writing
 - ii. if the Complaints Committee otherwise considers it appropriate.
- b. The Complaints Committee shall convene a meeting within 24 hours of receiving a complaint in accordance with 4.2 (a) above.

4.3 What can the Complaints Committee do?

- a. At a meeting to discuss a complaint, the Complaints Committee may:
 - i. decide to take no further action
 - ii. make a decision about the complaint without a committee meeting
 - iii. hold a committee meeting about the complaint.
- b. Regardless of which option it takes, the Complaints Committee may also refer the complaint to the relevant higher authorities (such as the police) if it considers that this is appropriate.

4.4 What are the rights of a person complained about at a Complaints Committee meeting?

If the Complaints Committee holds a committee meeting, the person complained about must:

- a. be told what the complaint is about
- b. be told the date and time of the meeting
- c. be allowed to participate in the meeting and to be heard
- d. be allowed to remain silent during the meeting if she/he so choose
- e. be allowed not to attend the meeting if she/he so chooses.

4.5 What can the Complaints Committee do without a meeting?

If the Complaints Committee reaches a decision about a complaint without a hearing, it may:

- a. dismiss the complaint, or

b. uphold it and:

i. take no action

ii. counsel the person complained about iii. warn the person complained about.

4.6 What can the Complaints Committee do at the conclusion of a hearing?

If the Complaints Committee holds a hearing, it may:

a. dismiss the complaint,

or b. uphold it and:

i. take no action

ii. counsel the person complained about

iii. warn the person complained about

iv. suspend the person complained about from CHIREC MUN '24 for as long as it thinks appropriate

v. expel the respondent from future CHIREC MUNs

vi. ban the person complained about from all future Conferences or a specified number of future Conferences.

Section 5: What are the rights of a person who is suspended or expelled?

5.1. Where a person has been expelled for longer than the next conference

a. Where the Complaints Committee's decision has led to an expulsion and the person complained about has been expelled for longer than the next conference, the person complained about may, after the conclusion of CHIREC MUN '24, apply in writing to the Secretariat of CHIREC MUN '24 to be readmitted as a Participant at future Conferences. b. If the Secretariat of CHIREC MUN '24 receives an application by such a person to be readmitted ("the applicant"):

i. the application shall be forwarded to the Complaints Committee as soon as possible

ii. the Complaints Committee shall discuss the application with the other members of the Complaints Committee, and the Complaints Committee shall decide whether to grant or decline the application within 90 days of receiving the application.

5.2 What must the Complaints Committee do to decide on the application?

a. The Complaints Committee must make a decision about the application by:

i. declining the application, or

ii. readmitting the applicant subject to any conditions the committee thinks fit, or

iii.re- admitting the applicant without any conditions.

b. After making a decision about the application, the Complaints Committee must send a written copy of its decision to:

i.the Applicant

ii.the current Complaints Officers

iii.the Secretariat

iv.the person who made the original complaint about the applicant.

5.3 The Complaints Committee's decision about the application is final

The Complaints Committee's decision on the application shall be final. The applicant is not able to appeal it but she/he can apply again for re-admittance or for the removal of any conditions imposed on readmittance 6 months or more following the decision on the complaint.