



Dear Advisors,

Welcome to YMUN XXXVI! We are thrilled for your participation in this conference and look forward to working with you to ensure that everything works smoothly. This year we have compiled an Advisor Guide to ensure that you are completely prepared to support your delegates in and outside the committee room. As Undersecretary General of Decorum I will ensure that our staff works together with YOU to make this YMUN the best yet, especially as regards decorum in committee, conduct at delegate events, and nighttime security shifts. By adding your experience, professionalism and dedication to this conference, we can make the YMUN XXXVI experience truly memorable for the delegates.

In this guide, you will find:

- i. Philosophy and Decorum Goals of YMUN XXXV
- ii. Expectations for Delegates
- iii. Responsibilities of Advisors
- iv. Logistics
- v. Worst Case scenarios
- vi. New Advisors

I am of course at your disposal before and during the conference to clarify and help you with any doubts or concerns you may have about decorum, logistics, expectations and obligations in the conference.

I trust that you find this guide useful, and refer to it often during your delegate training pre-conference and delegation meetings during the conference.

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i. Philosophy and Decorum Goals of YMUN XXXV

Mission Statement

To provide a creative, open, and thought-provoking environment where high school students will learn about, and actively practice international diplomacy. We believe that the global community must first invest in the global education of its youth if we are truly to foster international cooperation, cultivate international understanding and motivate global citizenship.

Philosophy

For over 34 years, YMUN has selected core staffers that channel their collective creativity and enthusiasm into the most stimulating, exciting and best run committees on the high school model UN circuit. YMUN stands out as the conference that is more than just a competition. It is an engaging learning environment to practice international relations through the lens of MUN. To this end, our committees challenge our delegates to approach issues first and foremost from a substantive point of view, but also to look to their fellow delegates and dais staff as resources from which to learn from.

The intellectual atmosphere on the Yale campus where our conference is held, acts as a stimulus for the learning environment. Over the years we have invited prominent guest speakers and Professors at the cutting edge of international diplomacy to enrich the committee learning experience. We also offer opportunities during "Yale Day" for our delegates to immerse themselves in everything from Yale classes, to campus tours and student panels.

The full engagement of delegates and advisors is essential to the success of YMUN. To this end, delegates will participate in pre-conference forums with their chairs, and are required to prepare position papers. Advisors are encouraged to work closely with the Secretariat to ensure that they are part and parcel of this learning process. Thus the process can begin before the conference, and continue thereafter.

Now in its 36th year, YMUN continues to be the one of the largest and most prestigious conferences on the high school Model UN circuit. YMUN is not just about competition, however: what distinguishes YMUN from other conferences is its unique dedication to fostering a educational atmosphere in which delegates can really learn about international relations through Model UN, as well as its deep commitment to the idea of global citizenship.



Decorum Goals

YMUN is devoted to making this conference a memorable experience for advisors and delegates alike. As such throughout this conference the Decorum team will strive to:

- i. Motivate delegates and advisors to actively participate and engage in YMUN pre-conference through the training videos and provide a good preparation for the YMUN XXXVI conference.
- ii. Encourage close cooperation between advisors and conference staffers to improve security and logistics. We truly believe that encouraging both formal cooperation and informal dialogue will yield a better, smooth-running conference.
- iii. Personally support delegates and advisors inside and outside of committee, so as to ensure that everyone is prepared to memorably participate in YMUN. The most important goal for this year's Decorum team will be to facilitate the highest level of debate while minimizing decorum distractions such as behavioral problems and disobeying rules. The Decorum team will be thrilled to help the delegates in their efforts to gain knowledge through debate. Furthermore, we believe that the delegates will move one step closer to becoming responsible world leaders of tomorrow after the YMUN XXXVI.

With these three goals, we hope that everyone involved in YMUN XXXVI will be able to take the most out of this remarkable opportunity and truly engage themselves with the conference.

ii. Expectations for Delegates

We have created the following rules to ensure that delegates can make the most out of YMUN XXXVI. In this section you will find the rules that have been created by YMUN but also the rules that have been sent to us from the hotels you will be staying at. Failure to follow these rules will lead to immediate consequences. Misbehavior not covered in this guide will also be effectively dealt with.



YMUN XXXVI Rules

Committee Expectations

Committee Behavior. Proper decorum is expected of all delegates at all times during the conference. When committees are in session, delegates must show courtesy and respect to their fellow delegates and the staff. The Committee Chairs and USG Decorum are responsible for determining disruptive behavior. Disruptions will lead to Advisor referrals and, if necessary, prohibition from future committee sessions. Disruptions can take the form of:

- Talking without being recognized
- Use of Cell phones (inappropriate use will lead to confiscation)
- Non-Committee related note passing
- Use of non-committee related electronics and devices (iPods, Rubik's Cubes, calculators, etc.)

Attire. The YMUN XXXVI dress code is Western Business Attire. Men should wear jackets and women should dress to a similar standard. Clothing should not be excessively revealing. On Sunday, "business casual" will suffice. Religious-based deviations from this code are generally acceptable such as kfiyyaas; however, we recommend delegates bring a backup set of proper attire. Delegates clearly out of dress code will be asked to remedy the problem immediately. Absence from a committee due to improper attire will be taken into consideration when deciding awards and repeat offenders will be asked to leave the conference.

Laptops. Laptops are prohibited in all committees at YMUN XXXVI, except for a few specialized committees to be announced before the conference. The staff will do the typing of resolutions that have been approved by the Chair in all other committees. The YMUN XXXV Secretariat will not take responsibility for any damage, loss or theft of laptops while at the conference and we strongly suggest that you make sufficient arrangements to ensure the safety of your laptop should you bring it for use outside committee.

Attendance. All delegates are expected to attend each committee session. Attendance will be taken at each session. Delegates not in attendance will be referred to Advisors and, if unexcused, are subject to sanction at the discretion of the Chair and the USG Decorum.

Event Expectations

Alcohol and Drugs. Consumption of alcohol and drugs will not be tolerated and will lead to immediate suspension from YMUN XXXVI, and may lead to delegate and/or delegation being dismissed from future conferences.



Hotel Behavior. All delegates are expected to follow the rules of the hotel they are staying at. An 11 pm curfew will be in place at all hotels. Delegates must be in their rooms by this time. Failure to do so will have immediate consequences.

Facilities. All delegates are expected to treat the committee and hotel facilities with respect and vandalism of any sort is unacceptable. Failure to treat the facilities with respect do so will have immediate consequences, including but not limited to compensation for damage, and suspension from future YMUN conferences.

Delegate Dance. Delegates are expected to refrain from excessively sexual dancing and excessive displays of affection during the delegate dance. Advisors and Staff will be present to enforce these prohibitions. Delegates choosing not to attend the Delegate Dance must remain in a hotel where we will have alternate forms of entertainment available. The delegates must be accompanied by their advisors in order to leave the delegate dance; this also stands for delegates staying at the Omni returning to their floors. The delegates must have their delegate badge with them at all times, as they will be used for clearance when entering and exiting the delegate dance.

Hotel Rules:

The following section is very important and it contains the rules of hotels where delegates and advisors are staying.

New Haven Hotel Rules

The following are subject to a warning. Repeat offense may result in eviction:

Quiet time is 10:00pm

The 2nd floor is off limits due to renovations happening on that floor

The 3rd floor is absolutely off limits (this is a nursing floor operated by Temple Surgical Center)

No gatherings in the hallways. Please use the lobby, or the Shoreline conference room that will be available at no charge to YMUN for this purpose

Do not overload the elevator

No more than 4 guests per room

The following will result in immediate eviction if discovered:

SMOKING OR ALCOHOL



Courtyard by Marriott

The following are subject to a warning. Repeat offense may result in eviction:

Quiet time is 10:00pm. Please be courteous of other hotel guests at all times
No gatherings are permitted in the hallways. Please use the lobby or the conference room that will be available to YMUN for this purpose
Do not overload the elevator
No more than 4 guests per room
The following will result in immediate eviction: SMOKING OR ALCOHOL
Damages or excessive cleaning will result in additional charges
Quiet time is 10:00pm. Please be courteous of other hotel guests at all times

Premiere Hotels

Zero Tolerance No Party Policy

Any guest violating this policy will be asked to:

Leave the property immediately. No warnings will be issued as this is your only warning

No refunds will be or should be expected

A disturbance fee will apply as well as additional charges the hotel incurs by compensating other guests inconvenienced by your actions. Any additional cleaning fees may also be charged to you

Criminal charges will be filed by the hotel to recover damages

The maximum numbers of guests per suite permitted by the fire code are as follows:

Studio King or Queen	4
Studio Double/Double	4
Executive Penthouse	6

Omni Hotel Rules

While staying at hotel:

Hotel associates and property are to be respected at all times

Hotel rules and schedules for use of swimming pool, sauna room, exercise room, Jacuzzi, and any other public area must be respected

Hotel has other guests not taking part in-group functions — they are to be respected at all times



Hotels are free to impose any sanctions they may deem necessary to maintain order, even to the point of expulsion of the person or persons causing disturbances on or damage to their property

The person or persons causing disturbances or damage to hotel property, whether accidental or intentional, will be responsible for all charges and expenses including but not limited to repairs or replacement of property

All rules of conduct for Groups activities are also to be obeyed while on hotel property.

Each sponsor must know the whereabouts of his/her group at all times

Each sponsor/counselor is responsible for the behavior of his/her group at all times

Each sponsor should set specific behavior guidelines for his/her group with specific consequences for misbehavior

City curfew is 11 p.m. if sponsor desires to set earlier curfew for his/her group and enforce it that is their prerogative

A good attitude and behavior is expected at all times

- ◆ Participants must refrain from public displays of affection with girlfriend or boyfriend
- ◆ Girls will not be allowed in boys' rooms and boys will not be allowed in girls' rooms, no exceptions
- ◆ No running, screaming, yelling, or horseplay down halls, in lobby area, emergency stairwells, or other public areas of hotel
- ◆ No throwing objects from stairs or balcony
- ◆ No hanging from railings or sliding down banisters
- ◆ No loud TV or loud music in rooms or in public areas such as lobby, pool area, halls, etc.
- ◆ Not Permissible:
 - alcoholic drinks, any form of tobacco products, illegal drugs
 - firearms, knives or other kind of weapons
 - fireworks, smoke bombs, and the like
 - pornographic literature, immoral acts of any kind
 - bad language, back talking or any other type of profanity
 - fighting or abusive behavior
 - Laser pointers.



iii. Responsibilities of Advisors

Ultimately, our ability to enforce the Rules for Delegates at YMUN is limited to referring students to advisors and requiring that they be removed from the conference. By working together, I am confident that we can make sure these rules are followed, and that we will rarely have to revert to suspending a delegate from YMUN XXXVI. We have created this list of responsibilities to help you and your students make the most of YMUN XXXVI by ensuring proper decorum and security.

Availability. Advisors should ensure they are reachable by phone at all times during the conference, in case of delegate referral for poor decorum or in case we need help locating the delegates. We also encourage advisors to observe committees and explore Yale University. Our ability to handle misbehavior and ensure proper decorum during the conference is dependent upon our ability to communicate and work with advisors.

Security in Hotels. At least one advisor from each delegation is required to work with conference staff on hotel security each night. Staff members will be present until around mid-night to ensure that delegates are in their rooms but it is the ultimate responsibility of advisors to ensure that their delegates do not leave their rooms and are following hotel rules. Advisors help in maintaining hotel security and cooperating with staffers during night shifts is very important and will be greatly appreciated. Advisors will be required to attend a general meeting during the first night of the conference where security will be discussed.

Committees: We encourage advisors to visit committees in a respectful and non-disruptive way. Advisors should help maintain decorum in committee, especially in the large General Assembly committees.

Advisor Meetings. At least one advisor from each delegation is required to attend the nightly Advisor meeting. Delegations without an advisor able to attend the meeting should contact the USG for Delegations or the Director Generals before the meeting.

Delegate Whereabouts. Advisors are asked to be aware of delegate whereabouts when not in committee. This particularly means ensuring all delegates have returned to the hotel at the end of committee.

Delegate Dance. During the dance, at least one advisor from each school should monitor delegates not attending the dance. Other advisors are welcome to attend the dance and to bring any misdemeanors, etc, to the eye of the Secretariat. Delegates are not allowed out of the hotels. Staff will be present to enforce dance rules and prevent delegates from leaving the hotels. Assistance from Advisors is greatly appreciated.



Alcohol. Preventing underage drinking is a priority of the YMUN XXXVI staff and we request assistance from Advisors in ensuring delegates are safe and sober. Delegates found intoxicated will be immediately referred to the Advisor. We ask advisors to take every measure to ensure students comply with CT State Law that prohibits consumption of alcohol by persons under 21. Schools whose students violate the law may NOT be invited back the following year.

Attire. The Advisor should ensure that all delegates are wearing appropriate attire during all committee sessions.

Cell Phones. In recent years, the inappropriate use of cell phones during committees has been a major disruption. Cell phones and other disruptive devices (iPods, etc.) will be confiscated and either held for the session or delivered to the advisor and the student in question will not be considered for awards and may be subject to expulsion. We strongly encourage Advisors to review this with their delegates.

iv. Logistics

This year, we will implement two new policies to help improve the logistics of the conference. We ask that you talk about these with your delegates so that they can make the most out of the conference.

Finding committee rooms. In their registration packet, all delegates will receive maps and directions explaining how to find their appropriate committee rooms. These committee rooms will all be clearly labeled with a sign on a tripod stand outside the committee door.

Getting from committees to hotels. This year, because of the larger size of the conference, we will be using four separate hotels; three hotels within walking distance of the Yale University Campus (Omni, Courtyard, and new Haven Hotels) and one outlying hotel (Premiere Hotel and Suites). We have booked ample space at Premiere in an attempt to centralize all outlying hotels and ensure that ALL our delegates staying at these 4 locations. In order to ensure that all delegates get to their appropriate hotels safely, four staff members in each committee (one for each hotel) will take delegates to their respective hotel. Please inform your delegates to look for the staff member in charge of escorting them to their hotel at the end of the committee session. The Chair will discuss this at the beginning of the first session, as well as protocol for bussing to the Premiere.



v. **Worst-case Scenarios**

We have developed this section of the guide with the idea of helping you respond to possible worst-case scenarios during the conference. Hopefully, this section will not be needed but it is important that you read and understand the different possibilities.

Delegate is missing. Although we will do our very best to ensure that delegates get to their hotels after committee, there exists the possibility that a student may get lost. In order to prevent this, we encourage that you tell your students to stay close to the staffers in charge of taking them to their hotel. We would also recommend that you, as a delegation, establish an easy to find meeting place where a delegate can go in the case they get lost. Finally, we very much believe in the rule of three in which we encourage delegates to always travel in groups of at least three. In the event that one of your delegates does not arrive at the hotel or you cannot contact him or her, please contact Decorum and Security staff or myself immediately.

Delegate has been assaulted. As in any city, the possibility of being assaulted in New Haven exists. We encourage students not to travel alone and to look out for what could be dangerous situations. If students are careful and aware then there should not be any problem. If your delegate is assaulted, report the situation to Decorum and Security staff that will in turn contact the Yale and New Haven Police Departments.

Delegate is sick or injured. Hopefully your delegates will remain healthy throughout the conference but if they do not, we will do our best to resolve the situation and help make the conference a memorable experience for them. Please contact us if a delegate has a serious injury or becomes sick and we will take them to the appropriate medical facility immediately.

Drugs and alcohol. We must restate that drugs and alcohol are strictly prohibited at YMUN XXXV. We ask that you help us enforce the law and make sure that delegates are not drinking or doing drugs. If a delegate is found under the influence of one of these substances, they will be immediately asked to leave the conference and their school will not be invited the following year. If however, a delegates' health is in danger, we ask that you notify Decorum and Security staff immediately so that we can provide the delegate with the appropriate medical attention.



vi. New Advisors

Dear New Advisors:

It brings me great joy to welcome you to YMUN XXXVI! One of the things that the YMUN team is especially proud of is that it keeps welcoming new delegates, staffers and advisors each year. This represents a very important success for us, since one of the main conference goals is to provide the opportunity of gaining knowledge through debate at Yale University to as many high school students as possible. We are very thankful that you are helping us achieve this goal!

The Model United Nations conferences have always been a fantastic way for delegates and staffers to meet new people, share experiences and learn about different places and cultures. The YMUN XXXVI team is very proud that it provides excellent conditions for debate and leadership exchange from which the high school students across the United States and the world benefit.

We are again very thankful that you have joined the conference and hope that you will help the delegates make the most out of their YMUN XXXVI experience.

While the MUN is an academic exercise that delegates can use to debate issues from different points of view, it is also a competition. Delegates are given awards for outstanding participation in committees and we encourage you to support your delegates to try and compete for this prize.

Finally, thank you again for choosing to attend the YMUN XXXVI! We hope that you will enjoy the conference and Yale University!

If there is anything the Decorum and Security staff can do for you, please let us know. You can contact me, at anytime, on my cell phone: 203 809 5849

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