

TERMS AND CONDITIONS

CONFERENCE INFORMATION

By registering for Colegio Nuestra Señora del Carmen Model United Nations Conference 2019 (hereafter referred to as (“CarMUN”), you are deemed to have read and agreed to the following terms and conditions:

THE STRUCTURE OF CarMUN

CarMUN is a three-day international relations simulation for high school students held annually in Lima, Perú. More than 700 delegates and 100 faculty advisors attend this conference to confront and debate issues of international importance.

At CarMUN, delegates assume the roles of UN representatives and members of other decision-making bodies. This experience enables delegates to experience the challenges of diplomacy first-hand.

The 2019 conference will be the fifth session of CarMUN. The 2019 conference will include 6 committees of the General Assembly, 5 committees of the Economic and Social Council and Regional Bodies, and 6 Specialized Agencies.

Each school attending the conference is assigned one or more countries, and each country is represented by one or two delegates in each committee. In addition, some delegates will represent organizations or individuals instead of countries.

During the conference, each committee will meet for 5 sessions adding up to nearly 15 hours. In most committees, this time is divided between formal debate, caucuses, and the resolution writing process.

I. ELIGIBILITY

1. All delegates of CarMUN must be currently enrolled in high school.
 - a. The staff and Secretariat of CarMUN reserve the right to investigate the eligibility of any delegate and expel any individual determined to be ineligible for participation as a delegate.
 - b. Any individual who does not meet the above criteria, who registers in affiliation with a high school that s/he does not attend, or who is otherwise found to be in violation of the CarMUN terms and conditions will be considered ineligible for participation.
 - c. Delegations attempting to falsify the eligibility of delegates or otherwise found to be in violation of the CarMUN terms and conditions will be considered ineligible for participation at CarMUN in the year following the infraction(s), pending consultation with the Secretariat.

2. CarMUN 2019 will not be allowing any individual delegates, unless the individual provides an official Endorsement Letter from the Principal or Head of the Institution of their High School, which will be verified by the CarMUN team.

A Delegation consists of a minimum of 5 delegates accompanied by a Faculty Advisor. Exceptions to this minimum will be evaluated on a case by case basis with the CarMUN team.

II. SECURITY RULES

VALUABLES

If Delegates must bring valuables, they are encouraged to keep them safe. CarMUN is not responsible for belongings left in meeting rooms. Lost and found will be handled by a front desk of CarMUN.

ALCOHOL POLICY

Consumption and/or possession of alcohol at the conference will not be tolerated under any circumstances. If a Delegate is found to possess, consume and/or to have possessed or to have consumed alcohol at the conference, the participant will be immediately expelled from the conference.

CONTROLLED SUBSTANCES POLICY

Controlled substances are likewise illegal and intolerable. Any participant found to unlawfully possess or use, or to have unlawfully possessed or used any controlled substance will be immediately expelled from the conference.

PHOTOGRAPHY AND VIDEO

Throughout the conference, CarMUN staff and representatives of the conference may take photographs, videos, and interviews that show conference participants both during and in between committee sessions, and which may be used for promotional, educational, or other purposes by CarMUN. By attending the conference and signing the liability release form, participants consent to be photographed, videotaped and/or interviewed and authorize CarMUN to use those photographs, videos, and/or interviews in any manner of CarMUN's choosing.

TENTATIVE SCHEDULE

Please note that this is a tentative schedule. All times and dates listed are subject to change.

Friday, October 25

Registration	4:30 pm – 6:00 pm
Opening Ceremony	6:00 pm – 6:45 pm
First Session	7:00 pm – 9:00 pm

Saturday, October 26

Second Session	Group A 9:00 am – 12m Group B 9:00 am- 12:30 pm
Lunch	Lunch Group A (12:00 pm – 2:00 pm) Lunch Group B (12:30 pm – 2:30 pm)
Third Session	Group A (2:00 pm – 5:00 pm) Group B (2:30 pm – 5:00 pm)
Break	5:00 pm – 5:30 pm
Fourth Session	5:30 pm – 7:30 pm
Social Event	7:30 pm – 9:30 pm

Sunday, October 27

Fifth Session	9:00 am – 12 m
Break	12:00 m – 1:00 pm
Closing Ceremony	1:00 pm – 1:45 pm

DRESS CODE POLICY

At CarMUN, we strive for professionalism in all aspects of conference. Delegates are expected to follow a dress code during all committee sessions and conference events.

At most times, the dress code is Western business attire, although individual delegate's national attire and religious attire are also permitted.

Guidelines for proper dress are outlined below

Men must wear a suit or a jacket and dress pants (no jeans or cargo pants) with a dress shirt and tie. Men must also wear socks and dress shoes. No hats or caps will be allowed.

Women must wear a dress, suit, dress slacks (no jeans or cargo pants), or skirt of appropriate length with a blouse or sweater. Women must also wear dress shoes. No hats or caps will be allowed.

We ask that delegates and faculty advisors exercise good sense when interpreting the dress code. When casual attire is permitted, basic rules of propriety will still apply. Delegates who are dressed inappropriately for any event may be asked to change into more appropriate attire.

All Faculty Advisors are responsible for the safety, wellbeing, and conduct of their delegates.

1. The educational quality of CarMUN is primarily dependent on all delegates' active and professional participation. Faculty Advisors can ensure this by monitoring their students' attendance at committee sessions and helping them understand the skills of diplomacy as practiced at CarMUN.
2. During the conference, Faculty Advisors are encouraged to attend Faculty Advisor meetings and feedback sessions, to observe their students from the back of committee rooms, and even **advise students on substantive issues only during breaks or at the end of sessions**. However, participation in the committee process must be left to the delegates and the CarMUN staff. **Faculty Advisors or Head Delegates may not participate in the writing of resolutions or in caucusing activities or otherwise engage in the committee process.**
3. Faculty Advisors are also required to assist the CarMUN staff in enforcing Security Policies, Dress Code, and the CarMUN terms and conditions with regards to their school's delegates.

EXCEPTIONS & VIOLATIONS

* The Secretary-General and the CarMUN's Head Advisor are the only staff members who are allowed to grant exceptions or extensions to conference policies and deadlines.

* Violation of the policies listed in these terms and conditions may result in the revocation of assigned seats.

III. LIABILITY WAIVERS

All delegates, attending conference, must submit a legible image of a manually signed liability waiver via e-mail or bring it the first day of the conference and leave it at the registration desk.

IV. COUNTRY ASSIGNMENTS

All delegations are responsible for filling slots assigned through the country assignment process.

Additionally, the following terms apply to slots assigned:

* Any slot originally assigned to a delegate who can no longer attend CarMUN should nonetheless be filled by a replacement delegate affiliated with the delegation to which that slot has been assigned.

* Any assigned slot that cannot be filled must be brought to the immediate attention of the CarMUN staff.

All delegations that have completed registration by our priority deadline will be given preference for country assignments. All applications received after this date will be processed on a rolling basis.

Once all countries have been assigned or no seats remain, schools that have completed registration will be placed on the wait-list and receive assignments as they become available.

No delegation is guaranteed acceptance to CarMUN, even if the delegation registers before the Priority Registration Deadline.

ACADEMIC HONESTY

1. The open exchange of ideas plays a crucial role in debate at CarMUN. Resolutions, directives, and other outcomes of committee should be the product of many delegates working together. However, delegates must indicate clearly when they have incorporated, quoted, or otherwise used outside sources.
2. No part of a position paper, working paper, draft resolution, resolution, or other written document may be quoted or paraphrased from another person's work without proper citation and clear indication that the material is not the original work of the delegate.
3. In addition, any facts, statistics, or other information should be properly cited, especially in position papers. Delegate speeches should be mostly original and clearly indicate if a phrase is quoted from someone else.
4. Our Under-Secretary Generals, Directors, and Assistant Directors will screen all submitted materials for evidence of plagiarism. Delegates who, for whatever reason, submit work that is not their own and/or lacks proper citations will be subject to disciplinary action. Consequences may include notification of faculty advisors, forfeiture of individual or delegation awards, expulsion from conference and/or disqualification from future attendance to CarMUN.
5. Delegates should also notify their Committee Director if they suspect a document being circulated or discussed in committee is entirely or partially taken from another source. Our aim in enforcing the previously outlined policy is not intended to punish or limit delegates. Rather, we want to work with delegates to foster an environment of academic honesty and recognize the benefits of developing original ideas.
6. Finally, and perhaps most importantly, upholding academic honesty is that it encourages the development of new ideas. Each delegate at CarMUN has unique life and academic experiences that can contribute to rich topic discussions and resolutions that often bring to light ideas not yet considered by the actual UN. We value your individual ideas and believe that respecting other people's ideas is key to bringing your ideas to the forefront of conference.

V. PRE-WRITING POLICY

1. Pre-written materials are strictly prohibited. We firmly believe that the resolutions, directives, and other written materials discussed in committee sessions should be the product of collaboration and compromise, not individual work completed prior to conference.
2. In real world international relations, approaching a negotiation with a prewritten solution that favoring one's own position indicates an unwillingness to compromise and may hinder diplomatic actions.
3. Thus, it is important that delegates arrive at CarMUN open to new ideas that can be incorporated into completely original solution.
4. Position Papers provide an opportunity for delegates to present some of their ideas and their country's position to their directors before conference, but all other documents must be written entirely after the first committee session begins.

Position Papers

1. Once you have completed your preliminary research, you are ready to write your position paper.
2. CarMUN requires delegates to write one single-spaced page paper for each topic area. These papers should be submitted online no later than _____ October 2019.
3. Position papers should discuss your country's interests, national policies, and positions on potential resolution components.
4. Your country's interests are what your country would like to see happen in the world. These interests are not subject to compromise, but instead generally idealized goals or methods of solving specific problems.
5. National policies are the country's attempts to secure its interests. These policy positions are usually open to negotiation.
6. Positions on potential resolution components are your responses to the "Proposed Solutions" and "Questions A Resolution Must Answer" sections of the Background Guide.
7. Although these sections provide flexibility, you need to keep in mind the interests of your nation. Possible resolutions must be consistent with your country's national interests and current national policies.

Writing position papers brings many benefits. The staff and delegates read the position papers and summarize them in order to gauge what the committee will be like and to see which delegates have prepared well for the conference. You also have a chance to find out who is likely to support your ideas. Most importantly, writing a position paper makes you think about the information you have researched and helps you to express ideas concisely and clearly, making you better prepared for the conference.

Below is a general outline for the structure of a position paper. In addition, all delegates should read the section on position papers in their Background Guides and heed their director's specific instructions.

Background of the Topic (A)

- * In your country's opinion, what are the main elements of the problem?
- * What are the roots of those elements?

Position taken by your delegation (B)

- * What are your national interests in the situation?
- * What are your nation's policies on the topic?
- * What steps would you like to see taken to deal with the problem?

Proposed Solutions (C)

- * What does your nation believe needs to be done to solve the problem?
- * What do you predict will be the main opposition to your proposals?

1. Your position papers should roughly adhere to this form, with your country, committee, and topic included at the top. Please limit each topic area to one single-spaced typed page
2. The position paper is literally your bible throughout the conference.
3. Essentially, the paper forces you to write out your country's viewpoints in paragraph form. It's also the first important mode of evaluation for the committee chair; all papers must be submitted some weeks or months in advance to the Conference Secretariat.
4. Naturally, given its significance to the MUN experience, the position paper is something you want to excel at, and to do this, several criteria must be met.
5. At the onset of this discussion on the position paper it is particularly significant to stress that it must be written from your country's perspective. Again, as this document will be your guideline for action throughout the entire conference, it's in your best interests to give an accurate portrayal of your country's stance on the issues at hand.
6. Simply put, the position paper is meant to give delegates an opportunity to **organize** their research into an organized **policy statement**.

Before You Begin

Before you start writing, it's important to look at the **questions** that were outlined in your background research packet (the documents sent to you by the committee chair). Suggesting a comprehensive course of action that answers these queries is the ultimate goal of your write-up. A good position paper should make **clear reference** to these guidelines and demonstrate that the students clearly comprehend the creative and compositional depth required for an MUN simulation.

If one were looking for some sort of rubric as to what the ideal position paper should consist of, there would be a number of clearly identifiable elements. The position paper has a definite general structure to it: three sections (totalling one page in length) each of which serves a clear purpose within the general context of the paper.

With reference to Sample Position paper A (bottom of the post), we can analyze these different parts and comment on the relative successes of specific techniques used to elucidate points.

Outline the Topic in General

The first section (labelled 'A') serves the purpose of outlining the topic in general and providing insight into the root of the conflict.

As the subject of the paper is Free Trade, the write-up begins by first stating the areas of concern, discussing some of the positive and negative aspects of globalization, as well as emphasizing the controversial nature of the topic at hand. Your opening paragraph should, as this paper attests to, be a brief summary of the current perception held towards the status quo. It should state the problem and express why it is significant.

Identify and Describe Your Country – How Has Your State Been Affected?

The second section (labelled 'B') is where your background research on your country pays off.

Firstly, you should identify and describe your country. Be sure to state how your nation relates to the topic for discussion, specifically citing how your state has been affected (B1). It is imperative to emphasize the extent to which change has taken place. Hold off any normative judgments in this section, the purpose of this paragraph is not to evaluate the institution or development in reference to your country, but rather, to merely discuss how it has altered domestic dynamics.

Your Country's Policies and Proposed Solutions

The third section (labelled 'C') is where you outline your country's policies and what factors contributed to those policies being established in the first place.

At this point, you are to address the relative benefits (if any) and detriments of the development, specifically relating to your nation and the actions you have taken to maximize or minimize these effects. You are to explain why your country has acted in a certain fashion historically (C1), and why it will continue to follow this course of action.

Outline your state's particular interest in the issue being discussed, and begin to discuss what needs to be changed about the current interpretation of the situation. Cite the areas needing reform (C2) and provide suggestions as to how this revision process should be accomplished. Following this, you may want to focus on one area of particular concern for your country (C3). Depending on your topic area, this could be anything from the affect of a war on a nation's health care infrastructure to how creating new national boundaries may affect resource deposits running along the potential borders.

In this particular paper, attention is brought to Regional Trade Alliances (C4) and their associated problems, something that, as has been noted, holds special significance to Oman.

By approaching a problematic scenario in greater detail, you are demonstrating to the chair and to fellow delegates that you have the capacity to think critically and can identify the issues with which your country has the greatest concern. This being said, choose this area carefully: given the issue's prominence in your position paper (and correspondingly the problem's significance to your country as a whole), you will have to stress its importance during committee session. Be sure to select an area of concern that could potentially form the basis of a resolution, or at least one that can stimulate prolonged debate.

Tie Together Loose Ends

Finally, a conclusion should be written to restate your country's position and sum up what you hope to achieve throughout the duration of the conference (D).

The position paper leaves the committee chair with a **first impression** of your delegation. Naturally, it's important to make that impression as strong as possible. The staff looks for original and critical thinking, a true understanding of the nature of your nation and both a function and applied knowledge of your topic.

Be sure to demonstrate this through presenting a concise yet effective paper. As expressed before, be sure to dedicate equivalent energy to position papers for both topic areas. They are equally important in the eyes of the committee and the directors (the people who will be evaluating your write-ups).

Sample Position Paper

Topic: Free Trade

Country: Oman

Committee: Economic and Financial (ECOFIN)

(A) The tumultuous conflict surrounding the issue of free trade and its variegated ramifications has been a moot point ever since the creation of the modern state. While exponents of free trade argue that comparative advantage and the development of economies of scale outweigh the associated detriments of a free market economy, their adversaries purport that smaller, national economies that are inundated with cheaper international goods from free trade begins to flounder and lose self-sustainability. Those in opposition to free trade, also make reference to the exponentially rising human rights and environmental violations that are a direct consequence of burgeoning global market.

(B) Oman is perched in the putatively lofty position of an oil-exporting nation. However, this appraisal is a mere simulacrum of our actual situation. (B1) Oman relies on entities such as the World Trade Organization to help facilitate the purchasing and exchange of good across the global market, thus enabling essential goods to disseminate across our land. Prior to the admission of the Sultanate of Oman into the WTO, the country was involved at an economic level with the nations of Organization of Petroleum Exporting Countries (OPEC), although Oman was never a member. In spite of this, Oman generally adheres to their collective mandate in order to Eix oil prices and protect the special interests of this conglomerate.

(C) Oman joined the WTO in order to voice its support for the continuing liberalization of world markets. (C1) Furthermore, Oman believes that this unique amalgamation acts as a vehicle for increased prosperity by raising the amount of Foreign Direct Investment and domestic stimulation. Oman, due to its new position in the WTO, has now broadened trade with Western nations, and hopes for this trend to continue. (C2) However, Oman also recognizes that in order for the economic infrastructure of not only Oman, but also other developing countries to remain stable, the steps of tariff reduction, and all encompassing globalization must be gradual, lest there be recurrences of strife, as initially seen in the Former Yugoslavia and the Russian Federation. The WTO must also take further steps to impose a universal human rights and environmental standards operating code, which must be enforced uniformly. With the need for international cooperation has come the desire for regional association. This chain of motivation for many a nation has manifested itself in the formation of Regional Trading Associations. (C3) Although this arrangement ostensibly accommodates both desires, it actually results in alliances whose members are common enough in geographic similarity to have some consensus, but diverse enough to yield almost unremitting disapprobation from some of the parties on any given issue. Therefore, these theoretical constructs when applied in reality are far from seamless and are not the definitive solutions to conflicting national agenda.

(C4) In Oman's specific scenario, the aforementioned generalization holds true. Consequently, Oman is not a member of OPEC. In addition, not only do there exist the problems inherent to RTA's, but also the members of OPEC lack significant economic diversity in various industrial and resource sectors to make such a pact mutually pragmatic. Rather, this specific concern is ignored in light of the prodigious matter of oil, which takes the forefront in any discussions of world trade. (D) Oman believes that the benefits of comparative advantage, economies of scale, and specialization outweigh the problems associated with a world abiding by principles of increasing economic globalization and free trade. This being said, Oman pushes for the continued expansion of such policies while urging organizations such as the WTO to refine specific clauses so that the exploitation of labour and the environment does not go unchecked.

This article was written in high school by Al-Nawaz Jiwa St. George's MUN Head Delegate and WorldMUN Champion. Al-Nawaz received a master's in Political Science from Yale University.

LIABILITY RELEASE FORM

By signing this liability release form, each Delegation agrees to abide by the rules of CarMUN 2019.

These rules, that are established for the participants' safety, will be strictly enforced by the School (Colegio Nuestra Señora del Carmen) security team, the CarMUN security team, and all other CarMUN staff.

Every faculty advisor participating in CarMUN must sign and return a copy of this form to CarMUN at registration at the conference, or return a signed form by October 5, 2019 to avarela@carmelitas.edu.pe

I, the undersigned Advisor from _____ (name of school or organization) declare that I have read, understood, and will adhere to the Security Rules of CarMUN. I declare that I will adhere to any additional rules promulgated by CarMUN before and during the conference, including but not limited to those published in Web page and those announced to faculty advisors. I give my consent to be photographed, videotaped, and/or interviewed by CarMUN and for said photographs, videos, and interviews to be used by CarMUN in any manner of their choosing, and agree that I may be expelled from the conference at any time for violating this agreement.

Faculty Advisor Name: _____

ID: _____

Signature: _____ Date _____

<p>This waiver has been created by Carmelitas Model United Nations Conference and must be used only in CarMUN.</p>
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CARMUN 2019: LEARNING-CURVE COMMITTEES

This document is prepared to guide Faculty Advisors and Delegates on the understanding of the learning-curve committee. It will first provide a brief introduction on the idea of a learning-curve committee. Then, it will introduce the expectations and qualifying criteria for this type of committee in CarMUN 2019.

I. ABOUT A LEARNING-CURVE COMMITTEE:

A learning-curve committee is an assisted debate, in which delegates will follow the entire rules of procedure and flow of debate with guidance and support of the Chairs and Assistant Directors. Furthermore, they will receive constant feedback and support to learn, in an actual simulation, how does Model UN work.

The learning-curve committee is designed for new delegates, meaning, delegates with no experience in Model UN. In this sense, they are allowed and expected to:

- Ask the chair for guidance when elaborating their position paper.
- Ask the chair for guidance when elaborating their opening speech.
- Raise points to clarify any rule of procedure or substantive content required.
- Ask for assistance at any point throughout the debate. This includes approaching the chair or requesting a private conversation outside the room.

Prior to the start of the actual debate, the chair will explain briefly the flow of debate and the main rules. Furthermore, the chair will provide some tips and advice regarding the following skills: speaking and negotiation. Then, the chair will guide the delegates through the procedure of opening the debate and the continuation of the flow of debate. By the end of the first session, delegates are expected to ask the chair for feedback on their position papers.

During the second and third day, delegates will be writing the Working Papers and Draft Resolutions. This is why, at the start of the second day, the chair will briefly explain the format of both documents and give some tips and advice on the drafting procedure.

Throughout the entire debate, delegates will receive constant feedback, either personally or as a committee, from the director and assistant directors, as well as tips and suggestions for improvement in all three skills.

II. LEARNING-CURVE COMMITTEE IN CARMUN 2019:

The learning-curve committee for CarMUN 2019 is the United Nations Educational, Scientific and Cultural Organization (UNESCO). The chosen topic for this committee is

“Access to Education for Women in Africa”.

A. Committee Expectations:

As the learning-curve committee serves to learn the basics of Model UN, delegates who attend should be beginners, delegates who are attending their first conference. CarMUN reserves the right to admit delegates who have prior experience and will offer them a chance to relocate to another committee. The learning-curve committee is open only for first-timers.

The chairs have carefully prepared a study guide to introduce new delegates to the topic, in this sense, delegates are expected to have read it fully and study it. They are also expected to have further knowledge of the topic (not limited to the content of the Study Guide), as well as information on its country. In other words, delegates are expected to have substantive preparation.

Regarding the formal part of the debate, delegates are expected to know the basic rules of MUN. To do so, they must have read fully the CarMUN 2019 Rules of Procedure. Should they have any further questions, they should contact their chair to address those questions. Bear in mind that the first session will include an overview of the rules of procedure, so delegates can also ask questions during this time.

Finally, delegates are expected to have a positive attitude towards the committee. They are expected to ask questions and actively engage in the experience. The learning-curve committee is designed for them to learn while doing, so its success mostly depends on their degree of commitment.

B. Evaluation Criteria:

Since the learning-curve committee is for first-timers only, they will have different evaluation criteria:

- Attitude towards the committee:
 - Confidence.
 - Curiosity and desire to learn.
 - Capacity to overcome difficulties.
- Substantive preparation:
 - Knowledge of the topic.
- MUN Skills:
 - Improvement of MUN Skills.
 - Understanding of the rules of procedure and flow of debate.