UAQMUN

2027

Voices of a new era: youth facing global challenges

CODE OF CONDUCT & DELEGATES HANDBOOK

ANÁHUAC QUERÉTARO

MODEL UNITED NATIONS

CONFERENCE

Foreword by the General Secretariat

Delegates.

It is our pleasure to welcome you to the Fifth Edition of the Anáhuac Querétaro Model United Nations Conference. Throughout the following three days, you will have the opportunity to discuss some of the world's most relevant affairs. The Secretariat counts on every one of you to strive for noteworthy participation in this event, and we are excited to see the resolutions each committee will develop.

Students are expected to fully understand the topic of their committee in advance of the beginning of the first session and to be familiar with the possible standpoints of their fellow delegates. Having the internet at their disposal, we encourage delegates to discern between useful and invaluable data; the ability to research and convey information is key to ensuring outstanding participation during the debate. Moreover, bear in mind that Models of the United Nations also serve as a social gathering for people who embrace change; use this as an opportunity to expand your network and create meaningful relationships that will outlast this Model.

We are confident that every one of you will have an excellent performance at this Conference, and we will be delighted to provide you with guidance over the coming days. Without further ado, we hereby present the Code of Conduct and Delegate's Handbook.

Best regards.

I. General structure

Article I. On the Secretariat. The Secretariat is composed of the people in charge of organizing and coordinating the development of the Anáhuac Querétaro Model United Nations Conference (which will be referred to as UAQMUN). Its official members are:

a) Secretary-General
b) Under Secretary-General
c) Academic Secretariat
d) Protocol Secretariat
e) Communication Secretariat
f) Logistics Secretariat
g) Vinculation Secretariat

Article II. On Committee Structure. A Committee is a group of delegates, each representing a country or organism, that is set to discuss the optimal solution for national or international quandaries. Instinctively, the nature of the committee defines the range of topics that are discussed within. On these grounds, each topic was carefully selected to pose a challenge to delegates and to incentivize the flow of new ideas. As previously established, the goal of the Committee is to reach a settlement among students to deliver a viable solution for every subject on the agenda.

The Chair shall be formed by:

1) The President
2) The Moderator
3) Conference officer

Committee's President

The direct authority of the Committee is the President, who serves as a representative of the Secretary-General. Therefore, the President has the last word regarding decisions about the Rules of Procedure, and it is their responsibility to supervise that the protocol is followed correctly.

Moderator

The Moderator is the individual responsible for guiding the Delegates in the discussion, giving the right to speak, announcing decisions, ruling on points of order, and enforcing the observance of these rules. The Moderator may temporarily transfer his duties to another member of the Committee staff. In some instances, the staff might suggest a

course of action if they believe that Delegates are discussing affairs beyond the scope of the Committee.

Keeping in mind that everyone must ensure that the protocol is being followed, Delegates have the right to object through a Point of Order if, in their judgement, they perceive that the Moderator has made a mistake regarding the Rules of Procedure.

Conference Officer

The Conference Officer will assist the President and Moderator in carrying out their functions; and will have the authorization to receive messages from the Delegates, determine if their content is appropriate, and call the President's attention to it. Also, he will collaborate with the Chair in everything needed to aid the delegates' activities.

II. Diplomacy and language

Article I. On the use of personal pronouns. Noting that delegates represent a country or organization, they should always express themselves in the third person. Consequently, delegates should desist from using personal pronouns in first and second person. The list below contains examples that illustrate the correct approach to structuring a statement.

- The Representative of – followed by the name of the State Member
- The Delegate of – followed by the name of the State Member
- This Delegation

Article II. On the Use of Language. The AQMUN Secretariat strongly disapproves of the use of the following words in written and/or spoken language:

Instead of this	Use this
War	Armed Conflict
Murder/kill	Commit Murder/ Casualties
Money	Economic Recourses
Invasion	Military / Foreign Intervention

OK	Acceptable
Bomb	Explosive Device
First world / third world country	Developed / Undeveloped Countries
Rape	Sexual Assault
Terrorism	Acts of Extremism / Militant Activity

***The phrase "war crimes" is permitted**

The correct use of the English language is an important part of the Delegate's performance at this Conference. Hence, the use of any forbidden words or variations thereof will be penalized accordingly, and Delegates that re-offend are at risk of receiving a warning. Vulgar words will not be tolerated and will be penalized immediately.

Article III. On Body Language. Delegates are expected to always maintain a diplomatic posture and should gesticulate naturally and respectfully. As such, direct eye contact is not appropriate and, depending on the context, might be deemed as undiplomatic behavior.

Article IV. On the use of electronic devices. The use of electronic devices with the internet is prohibited during the Model while in sessions. Once the second day of the Model has started, the use of electronic devices with the internet will be allowed while out of sessions, and until the end of the event. During the three days of the event, delegates can download information on their devices. The use of the internet during the first day, while in sessions, will be sanctioned via a warning.

III. Warnings

Article I. On the purpose of warnings. Warnings serve as formal sanctions towards Delegates that have violated the behavioral guidelines established in this Code of Conduct. This type of penalization is intended to promote positive, respectful, and meaningful interaction between Delegates.
Article II. On the concession of warnings. Warnings can only be granted by the President of the committee or active members of the UAQMUN Secretariat, for any of the following reasons:

a) Academic dishonesty.

b) Disrespectful or hostile behavior towards other individuals.

c) Internet usage inside the committee.

d) Lack of diplomacy and misuse of the English language.

e) Late arrival to any session

f) Refusal to answer a question that had been accepted beforehand.

g) Refusal to comply with orders given by the President of the committee.

h) Use of forbidden terms.

i) Violation of the dress code.

Article III. On the consequences of a warning. Active participants of the UAQMUN must regard the first warning as a cautionary measure: I.e., Delegates that have been penalized only once are still eligible for any awards in this Conference, and no further action will be taken. Nevertheless, after the second warning is given, the student must leave the ongoing debate, with the option of staying inside the committee as an observer. In the event of a third warning being granted, the individual will be expelled from the Model and thus become ineligible for any award.

Article IV. In extraordinary cases. The UAQMUN Secretariat has the right to grant a warning if they consider it to be suitable to the context and provide adequate justification.

Article V. On academic dishonesty. Any of the following cases will be considered Academic dishonesty:

a) Dissemination of inaccurate data in the Position Paper.

b) Poor citation practices in official documents.

c) Use of a Working Paper created (or worked on) outside an unmoderated debate.

Article VI. On integrity. Any member of the Anáhuac Community who incurs a violation of the Code of Conduct shall also be judged and sanctioned according to the Compendio Reglamentario Anáhuac.

IV. Awards

Article I. As the Secretariat acknowledges the hard work that delegates do in preparation and during the UAQMUN, students with outstanding contributions to the flow of the debate will be recipients of an award. Thus, three individuals from each committee will be granted one of the following mentions:

a) Best Delegate

b) Excellent Delegate

c) Honorable Delegate

Article 2. Bestowed individuals shall be chosen and agreed upon by each Committee. The following criteria will be used when determining the awards:

- Knowledge and representation of the Nation's interests and policies.
- Knowledge and understanding of the Committee's topics.
- The quality of the position papers.
- Ability to work with other delegates.
- Ability to develop and articulate pragmatic and acceptable solutions.
- Ability to persuade other delegates about the desirability and feasibility of solutions.
- Skills and effectiveness in debate, caucusing, and resolution writing.