

MUNash Welfare Policy



**MONASH
UNITED
NATIONS**

Part I: Scope

1. The scope of this policy is to govern the behaviour of all participants at all Monash Model United Nations (MUNash) events over the duration of the conference; both online and in person. It is intended to resolve problems and disputes justly, efficiently, and effectively if they occur.
2. The aim of this policy is to prevent discrimination and harassment of any form at MUNash events and through its operations, and to ensure that all MUNash participants experience an enjoyable and safe environment.
3. By participating in MUNash, all participants hereby agree and intend to be bound by all clauses outlined in this welfare policy, and any amendments that may be implemented, in their entirety.
4. The welfare policy is subject to amendments by the Under-Secretariat for Welfare, subject to approval by the Secretariat.
5. Amended clauses will be announced during committee hours and will take effect after 10 minutes of the announcement.

Part II: Definitions

2.1. 'The conference' refers to all MUNash related events, including, but not limited to, the training sessions, committee meetings, conference days, and social events, covering both in-person and online events.

2.2 For the purposes of this policy:

2.2.1. Secretariat refers to the organising committee of MUNash, consisting of the Secretary-Generals, and any other person involved with the organisation of the conference;

2.2.2. Participant includes all delegates, committee directors, members of the Secretariat, observers and any other person involved in MUNash;

2.2.3. Director refers to a participant registered as a director of a MUNash committee;

2.2.4. Delegate refers to a participant registered as a delegate on a MUNash committee;

2.2.5. Under-Secretariat for Welfare refers to a nominated member of the Secretariat and designated individuals who attend the conference, who possess the powers listed by Part VI, Part VII, and Part VIII.

Part III: Standard of Behaviour

3.1. All participants are expected to behave at all times in a way that does

not bring ignominy upon the name and reputation of MUNash, the Monash International Affairs Society (MIAS), and Monash University. Behaviour that does not comply with this standard includes but is not limited to: excessive and/or disorderly intoxication, the use of illicit substances, sexual harassment, online harassment and/or bullying, or any other form of discrimination. Any members of the Secretariat and committee directors have the right to remove participants from the conference for such breaches.

3.2. All participants shall obey laws of the Australian Federal Government and the Victorian State laws. This includes but is not limited to:

- 3.2.1. Only consuming alcohol if they are of legal age (18 years of age);
- 3.2.2. Not consuming illicit substances;
- 3.2.3. Not harming other conference participants, or members of the general populace;
- 3.2.4. Not engaging in any form of harassment, assault, or misconduct;
- 3.2.5. Not damaging property;
- 3.2.6. Any relevant COVID-19 legislation in place during the conference

3.3. All participants will treat other participants admirably and with respect, not only in the conference proceedings, but for any communication with MUNash participants during the conference. This includes but is not limited to:

- 3.3.1. Not discriminating against or insulting based on race, ethnicity, gender identity, sexuality, disability, religion, financial status, age, course of study, political persuasion etc;
- 3.3.2. Not harassing, bullying or intimidating another person;
- 3.3.3. Following directions given by the Secretariat and Directors.

3.3 4.3. Secretariat and directors must not initiate or reciprocate romantic and/or sexual relationships with delegates for the duration of the MUNash conference.

Part IV: Standard of Behaviour (Directors)

4.1. Directors must ensure they exercise their powers as directors in conformity with this code, particularly 3.3.1., in accordance with their powers of:

- 4.1.1. designating awards;
- 4.1.2. selecting speaking order and topics of debate;
- 4.1.3. administering punishments, including creative punishments.

4.2. Directors are responsible for the well-being of delegates in their committee while subject to rules of procedure:

4.2.1. Directors have a responsibility to ensure members of their committee are in conformity with this code while subject to rules of procedure;

4.2.2. Directors have no directorship responsibility to members of their committee while members are not subject to rules of procedure.

4.3. Part IV does not limit or override the behavioural standards as stated in Part III.

Part V: What to expect from Under-Secretariats for Welfare

5.1. MUNash will endeavour to provide a fun and safe environment for all participants.

5.2. MUNash will not discriminate between participants including, but not limited to, on the basis of race, ethnicity, gender identity, sexuality, disability, religion, financial status, age, course of study, political persuasion etc.

5.3. MUNash will endeavour to provide a just disciplinary process in alignment with the Monash University guidelines. This means we will:

5.3.1. Take steps to hear all sides of a disagreement, where reasonably possible;

5.3.2. Take steps to ensure all participants are safe;

5.3.3. Follow this Code of Conduct in our decision-making; and

5.3.4. Provide detailed reasoning for decisions.

5.4. Each day of the conference, Under-Secretariats for Welfare will check on all delegates on all committees, both in person and online, by speaking with the delegates by gender, without their directors present. If one or both of the Under-Secretariats for Welfare cannot fulfil this role, they may nominate another person to fulfil this role, as agreed upon by the Secretary Generals.

5.5. Each day of the conferences, Under-Secretariats for Welfare will also ensure that food is distributed equally and fairly during lunch. This includes by is not limited to, ensuring dietary requirements are provided for, ensuring that delegates feel healthy and well, etc.

Part VI: Social Events

6.1. MUNash recommends the following to be adhered to when organising social events:

6.1.1. Consumption of alcohol at social events is up to the person, however, as written in Part 3.1., excessive and/or disorderly intoxication is not acceptable and the person can be removed for disruptive behaviour.

6.1.2. The consumption and/or serving of alcohol should be accompanied by a sufficient amount of food;

6.1.3. That if the person chooses to consume alcohol at social events, MUNash cannot be held responsible for any damages, whether that be to property, persons or otherwise, caused;

6.1.4. That if the person chooses to consume alcohol, any member of the Secretariat holds the right to remove that person from the event.

6.1.5. Alcoholic drinks are not be distributed in such a manner as to encourage excessive drinking at events;

6.1.6. The distribution of alcohol should always be in accordance with the event provider's "Responsible Service of Alcohol" obligations;

6.1.7. In the absence of this, the service of alcohol should be in accordance with legislated requirements;

6.1.8. Failure to comply will result in refusal of service.

6.2. At each social event, both Under-Secretariats for Welfare as defined in 2.2.5. will be in attendance. They must:

6.2.1. Retain a blood alcohol concentration of below 0.05 grams of alcohol per 100 millilitres throughout the event; and

6.2.2. Be accessible in their role as Under-Secretariat for Welfare and have announced this role at the beginning of the event;

6.2.3. Wear a visible item of clothing denoting their role as 'Sober Representative'.

6.3. If an Under-Secretariat for Welfare is unable to attend, then another member of the Secretariat should be selected to fill the role as 'Sober Representative'.

Part VII: Sexual Harassment and Sexual Assault

7.1. MUNash aims to create an environment free from sexual assault and sexual harassment where all participants are treated with courtesy and respect.

7.2. This policy is not intended to vary rights and responsibilities under Victorian Law.

7.3. Sexual harassment includes, but is not limited to:

7.3.1. making promises in relation to sexual activity;

7.3.2. displaying sexually graphic material;

7.3.3. unwelcome sexual communication of any kind;

7.3.4. persistent requests for sex or intimate physical contact;

7.3.5. stalking;

7.3.6. sexually based insults or threats; and/or

7.3.7. non-consensual physical conduct of any sexual nature.

7.4. In the event of sexual assault or sexual harassment, MUNash strongly encourages the survivor to report these violations through any of the following mechanisms:

7.4.1 the anonymous reporting form;

7.4.2 informing an Under-Secretariat for Welfare;

- 7.4.3. informing any other member of the Secretariat;
- 7.4.5. informing the police.

7.5. Any disclosure to any member of the Secretariat shall be treated as strictly confidential, unless other participants may be in danger, in which case only the parts of the disclosure considered to be reasonably necessary for the safety of conference participants may become non-confidential.

7.6. In the event of a disclosure to an Under-Secretariat for Welfare or a member of the Secretariat, the wishes of the survivor shall be considered of paramount importance. We will take the welfare of the survivor and others seriously, and so in cases where the survivor and/or other participants are believed to be in immediate danger, emergency services may be contacted at the discretion of an Under-Secretariat for Welfare and/or Secretariat. Aside from this, a number of measures may be taken, depending on the survivor's wishes and the nature of the event:

- 7.6.1. Referral of the survivor to external services such as the Sexual Assault Crisis Line or Monash University Safer Communities Unit;
- 7.6.2. A formal warning to the disclosed perpetrator explaining why their behaviour was unacceptable;
- 7.6.3. Demand that the offending material, if any, to be removed;
- 7.6.4. Moving the disclosed perpetrator to another committee;
- 7.6.5. Expelling the disclosed perpetrator from MUNash, including any social events;
- 7.6.6. Informing the police;
- 7.6.7. Any other measure deemed reasonably appropriate by an Under-Secretariat for Welfare and/or Secretariat.

7.7. A respondent who believes they are unfairly or wrongly penalised may have the right to contest punishment to the MUNash Secretariat.

Part VIII: Departures from the Standard of Behaviour

8.1 In the event of a departure from the standard of behaviour, an Under-Secretariat for Welfare and/or Secretariat may decide upon an appropriate punitive measure. Such measures include, but are not limited to:

- 8.1.1. Demanding an apology;
- 8.1.2. Not allowing a participant to attend a particular social event or all remaining social events;
- 8.1.3. Not allowing a participant to consume alcohol at a particular social event or all remaining social events;
- 8.1.4. Moving a participant to another Committee;
- 8.1.5. Expelling a participant from MUNash; and

8.1.6. Prohibiting a participant from attending all future MUNash conferences.

8.1.7. In the interests of enforcing 8.1.6., there shall be a “blacklist” on which past participants of MUNash, their respective institution, and their course of study are named;

8.1.8. The blacklist shall be kept and maintained in strict confidence, accessible in full only to: any future Monash International Affairs Society Executive members, MUNash Secretary-Generals, and to any member of a MUNash Secretariat during which a participant was added to the blacklist;

8.1.9. Accessing the blacklist is strictly prohibited for those not named in 8.1.8 while not a person named in 8.1.8 and will attract a punitive measure.

8.2 Under-Secretariats for Welfare may:

8.2.1. Demand an apology from a person;

8.2.2. Remove a person from an event;

8.2.3. Relocate an participant within committees;

8.2.4. Prevent an person from consuming further alcohol at an event,

8.2.5 Prevent a person from attending an upcoming event or events;

or

8.2.6. Exercise any other power agreed upon in agreement with the Secretariat.

8.3. Serious punishment and possible referral to police and/or relevant authorities may occur in response to particularly serious departures from the expected standard of behaviour as described in Part III, including but not limited to:

8.3.1. deliberately or recklessly causing damage to property;

8.3.2. theft;

8.3.3. violent behaviour;

8.3.4. offensive behaviour;

8.3.5. unjustifiably interfering with the wellbeing of other participants;

8.3.6. disrupting any official MUNash function;

8.3.7. failing to give due respect to MUNash’s guests and speakers;

8.3.8. use, possession and distribution of, or request for prohibited drugs;

8.3.9. sexual assault, sexual harassment, or rape.

8.4. In interpreting the nature of a participant’s behaviour and an appropriate response, the Secretariat may have regard to whether the offending action/s were committed:

8.4.1. during MUNash competition;

8.4.2. during a MUNash official function;

- 8.4.3. during a MUNash seminar or guest presentation;
 - 8.4.4. at a MUNash social function;
 - 8.4.5. While travelling to or from a MUNash function or competition,
- or;
- 8.4.6. at any time in between the Opening Ceremony and the end of the final social event.

Part IX: Photography

- 9.1. The Secretariat reserves the right to photograph or record any person bound by this Code of Conduct.
- 9.2. If a person does not wish to be photographed or filmed at the conference, that person must inform a member of the Secretariat.
- 9.3. While MUNash encourages full participation, MUNash acknowledges the right of participants participating online to keep their video and speaker off at any time during the conference.

Part X: Ensuring a COVID-19 Safe Conference

- 10.1. MUNash aims to create a COVID-19 safe environment in accordance with the guidelines set out in the Monash University COVID-19 Policy. MUNash reserves the right to implement stricter regulations related to COVID-19 safety than necessary under Victorian State law.
- 10.2. While the MUNash Secretariat and directors may enforce COVID-19 safety regulations, it is the responsibility of the conference participants to:
 - 10.2.1. Bring a clean, efficacious face mask to all MUNash in-person events, or if participating in the conference from an external institution that is not the person's primary residence;
 - 10.2.2. Ensure that face masks, as detailed in 10.2.1., are worn over the attendees mouth and nose when instructed to do so by any of the individuals noted in 10.2, and any staff employed at Monash University or venues in use for the conference;
 - 10.2.3. Bring suitable hand sanitizer to all MUNash events, and use as instructed by individuals detailed in 10.2. Or by any staff employed at Monash University or other venues in use for the conference;
 - 10.2.3. Bring a suitable device to 'check in' to any venue associated with the conference and check in accordingly as instructed. If no device is available, attendees must inform a member of the Secretariat;
 - 10.2.4. Abide by social distancing and density requirements put forward by the individuals noted in 10.2., any staff member employed by Monash University, any government officials and as instructed by signage. Note that any instructions from the Secretariat that are harsher than the regulations proposed by signage or other individuals will take precedence;

10.2.5. Abide by ventilation regulations put forward by any individuals detailed in 10.2., staff employed at Monash University, government officials or signage. Note that any instructions from the Secretariat that are harsher than the regulations proposed by signage and other individuals will take precedence;

10.2.6. Not attend the conference or any related events, nor travel to the conference or related events if feeling unwell, been to an exposure site during the exposure period or been in contact with any individual who was present at an exposure site during the exposure period, awaiting a COVID-19 test result, required by law to have a COVID-19 test, or be required by law to isolate;

10.2.7. Must inform a member of the Secretariat before attending any conference related events, if they have been to an exposure site during an exposure period, regardless of the Tier listing of the site or the production of a negative COVID-19 test result.

10.3. Failure to adhere to any of the rules put forward in 10.2. May result in:

10.3.1. Expulsion from the conference and all related events;

10.3.2. Disciplinary action as seemed appropriate under Victorian Law and/or;

10.3.3. Any other consequences deemed appropriate by the Secretariat.

MUNash Incident Report Form

The MUNash Incident Report Form will serve as the primary means for conference attendees (including but not limited to; delegates, directors, secretariat, observers, attendees) to report any concerns of any MUNash related events.

The information you disclose will be completely confidential and you may submit your report anonymously. Our priority will be to address your report in a prompt, discrete, considerate, and effective manner.

We hope the conference is an enjoyable one and that it remains a safe, welcoming, and inclusive experience for all!

To fill in the MUNash Incident Report Form, go to:

[MUNash Incident Report Form](#)