

CHAPTER I.

GENERAL CONFERENCE INFORMATION

The following chapter provides Representatives with all of the logistical information needed to attend the American Model United Nations International (AMUN) Conference. Questions about this information should be directed to the AMUN Executive Office at the phone number or e-mail listed on page 2 of this book.

NUMBER OF REPRESENTATIVES

The minimum size of any delegation will be one Representative for each Committee/Council on which that country is represented. Please note that all countries are automatically represented on the four General Assembly Committees. All countries also have the option of seating one Representative on the World Health Assembly simulation. Additionally, specific countries may be assigned a seat on the Economic and Social Council, Security Council, or Historical Security Council. Schools assigned to these countries will be expected to provide at least one Representative to sit on the additional Council(s).

The maximum size of any delegation will be two Representatives per Committee/Council on which the country is seated, plus one Permanent Representative if this person is not assigned to a specific committee. Schools should contact the Secretariat regarding adding an extra delegation if they will exceed this number. Additional delegation fees are minimal to facilitate this process.

Note that Representatives to the International Press Delegation (IPD) and International Court of Justice (ICJ) Judges do not count towards this total. ICJ Advocates, however, may only be arguing a case for three to four hours, and should be assigned to a regular Committee/Council for the remainder of the Conference. IPD Representatives and ICJ Judges are considered outside of their school's normal delegation, will be assigned *exclusively* to the IPD and ICJ for the length of the Conference, and do not count toward delegation minimums or maximums.

CONFERENCE FEES

AMUN uses a per delegation and per delegate fee structure, as follows:

Cost per delegation: 1st Delegation	\$50.00
2nd Delegation	\$25.00
3rd Delegation	FREE
(and greater)	

Cost per delegate: \$36.00

In this manner, the minimum fee would be for a school with one delegation consisting of four Representatives, at a cost of \$194.00 (1 x \$50 plus 4 x \$36). A school with one delegation and eight Representatives would have a fee of \$338.00. However, a school with two delegations and the same number of Representatives - eight - would see only a slight fee increase to \$363.00.

A flat fee of \$36.00 will be charged for International Court of Justice and International Press Delegation participants *not affiliated* with a delegation. Individual students not associated with a registered school may be represented on these bodies while space is available.

HOTEL INFORMATION

The Hyatt Regency Chicago Hotel is located at 151 East Wacker Drive, just east of Michigan Avenue and facing the Chicago River. The main hotel phone number is: (312) 565-1234 or (800) 233-1234. Room reservations may be made by calling either of these numbers. **To ensure favorable rates, please ask for the Reservations Department and tell them that you are with the "AMERICAN MODEL UNITED NATIONS" group.**

**HOTEL COSTS WILL BE: \$120.00 PER NIGHT (PLUS TAX)
FOR SINGLE, DOUBLE, TRIPLE OR QUAD ROOMS**

The hotel offers parking which is both convenient and at a standard cost for downtown Chicago. Those staying at the hotel are allowed in/out privileges. The rates for parking are subject to change at any time, but as of this printing are \$33.00 per day. This is a 24 hour rate, with in/out privileges.

DRESS CODE

The appearance of participants at AMUN provides the first impressions of their delegation to other Representatives. Attention to proper appearance sets an expectation for professionalism and competence. In order to demonstrate respect to fellow Representatives, Secretariat members, and distinguished guests of the conference, AMUN requires business attire during all formal sessions, including the final General Assembly sessions on Tuesday.

AMUN will not consider any dress appropriate which includes T-shirts, jeans, shorts, athletic shoes or any form of commercial advertising. *AMUN reserves the right to refuse admittance to the Conference floor to any Representative who is inappropriately attired. Decisions of appropriate attire are at the ultimate discretion of the Secretariat -- please be aware that Representatives who are not appropriately attired may not be recognized during formal debate in any AMUN simulation.*

CONDUCT

Representatives are expected to conduct themselves, at all times, in a manner befitting international diplomats. This means that every courtesy, both in speaking and behavior, should be extended to all Representatives, faculty members, guests and Secretariat members at the Conference.

Cigarette smoking is not permitted in any AMUN simulation. A designated smoking area will be provided for those participants who choose to smoke. Out of courtesy to those Representatives who choose not to smoke, AMUN asks that smoking be limited to the designated area.

AMUN reserves the right to expel any Representative not acting in a courteous and professional fashion.

BADGES

Name badges act as Representatives' credentials for the Conference. Each badge will list a Representative's name, country, and the Committee/Council to which he/she is originally assigned. Representatives and faculty members will be required to wear their assigned credentials (badges) at all times while in the Conference area. This includes social events after normal Conference hours. **No one will be admitted to any Conference area without approved credentials.**

It is recommended that Representatives wear their credentials at all times while in the hotel. This will allow you to be easily recognized by both Conference and hotel staff, and will help to alleviate any potential problems that may arise within the hotel.

Representatives should ALWAYS remove their badges immediately before leaving the hotel. A convention badge worn on the streets of Chicago advertises you as a tourist and is an open invitation to potential trouble. Please exercise caution in this area.

PLACARDS

A placard with the name of each delegation will be placed at that delegation's group of seats in each Committee/Council. These are the property of AMUN; the placard should not be defaced or removed from the room.

CONFERENCE SECRETARIAT

The Secretariat of AMUN is made up of college students, graduate students and professionals from a variety of fields. All of these people are highly experienced in Model UNing, both as Representatives and staff members at previous AMUN simulations and/or other Model UN Conferences.

Staff members serve as the equivalent of the United Nations Secretariat, in addition to supervising the activities of the various bodies simulated. Secretariat members will chair the Committees/Councils, direct the International Press Delegation and International Court of Justice, and run the Home Government, Delegate Services and Conference Services offices.



Members of the Secretariat will be able to answer any questions that Representatives or faculty members have about AMUN, or direct them to someone who will be able to answer their questions.

The Secretariat will also be available at after hours functions. They will ensure that noise is kept to the designated areas provided for Representative gatherings, and that Representatives do not become disruptive. They will intervene with the hotel, when possible, in disputes between the Representatives and the hotel. *In the interest of an orderly Conference, please follow all directions of Secretariat members in this area.*

HOME GOVERNMENT

AMUN's Home Government will be responsible for several areas of Representative interaction, including:

- **Resource Center:** Home Government will be a resource center at which Representatives can obtain information to supplement their pre-conference research. AMUN's Home Government library has numerous documents about the United Nations and the issues being discussed, as well as access to other information on the Internet. The Home Government staff will be available to give competent, general advice on many areas. They will also give some country specific advice if a Representative is unsure of their country's policy. They will not, however, tell a Representative how to vote on any given issue.
- **Role Playing:** Home Government may be called upon, at the request of any delegation, to role play a country or organization that is not otherwise represented at this AMUN simulation. They may be brought in to provide a substantive report from the Secretariat, as an informational source from a non-government organization, or to give the perspective of an unrepresented member state, observer, or other recognized group. All requests for Home Government to play this role should be directed to the Committee/Council Chair/President.
- **Expert Reports to Committees/Councils:**

DELEGATE SERVICES

Delegate Services will provide all of the paperwork and logistical material for the AMUN Conference. Services available there will include:

- Resolution final production;
- Copying;
- Computers will be available to type resolutions at the Conference.

CONFERENCE SERVICES

Conference Services will be the main source of general conference information once the simulations begin. The Conference Services desk will be located in the lobby area of the ballroom level, immediately outside many of the Committees. Secretariat members will be available at this location during Conference hours to provide information on the conference, on the hotel, the city of Chicago, or to provide any other assistance needed. Extra conference handouts, name badge replacement and AMUN souvenirs will also be available in this location.

AFTER HOURS EVENTS

It is understood that one of the draws of any MUN Conference is the after hours "informal caucusing." AMUN provides one meeting room as a gathering room, which Representatives are encouraged to use after hours. Parties in hotel sleeping areas are strongly discouraged: these could very easily disturb other guests in the hotel, reflecting poorly on both participating schools and on the Conference.

REPRESENTATIVE DANCE

AMUN encourages all participants to attend our Representative Dance on the Monday evening of the Conference, held in the Regency Ballrooms. Attire matching the Dance theme is encouraged, although not required. However, all participants must wear their conference credentials (name badges) in order to gain admittance to the Representative Dance.



REGISTRATION

Conference check-in will be located at the registration desk in the lobby area, Regency West Tower Ballroom level. Delegations may pick up their Conference packets, resolution packets and name badges at this desk. Check-in to sleeping rooms should be done at the hotel front desk, located up the escalators in the main lobby. Conference registration will be open on Saturday from 1:00 - 6:00 p.m. Schools arriving after 6:00 p.m. can register in the Atlanta Room. *All fees must be paid in full before registration can be completed.*

SIMULATIONS

AMUN will simulate the General Assembly (GA), four Committees of the GA, the Security Council, the Economic and Social Council, and the International Court of Justice. AMUN also features three non-traditional simulations this year: the Historical Security Council, the World Health Assembly and an International Press Delegation. Please see the *Issues at AMUN Handbook* for background information on the topics to be discussed.

The **Historical Security Council** will simulate the events occurring in the year 1967. These include issues in the Middle East, as well as issues which arose in the Cold War environment. Representatives will follow standard Security Council rules and procedures, but will role play the viewpoint of their delegation as of 1967.

In the **General Assembly** simulation, the **First (Disarmament and International Security)**, **Second (Economic and Financial)**, **Third (Social, Humanitarian and Cultural)** and **Sixth (Legal) Committees** will meet for the first three days (Saturday through Monday) of the Conference. These four Committees will then merge to form a **General Assembly Plenary** session for the remainder of the Conference on Tuesday. Note that Representatives who participate in the Committees will also participate in the Plenary session, thus a separate Representative is not needed for the Plenary session.

The **World Health Assembly** will meet continuously for the four days of the Conference. This UN specialized agency is being simulated to provide Representatives with an example of the important work in the field of international health conducted by the UN. The Assembly will submit its work as a final report to the <CHECK> session on the final day.

The modern day **Security Council** will be responsible for dealing with international peace and security issues as they stand at the time of the Conference. A tentative agenda will be given, but Representatives should be prepared to discuss any and all peace and security issues that a member of the Council might bring to the table.

The **Economic and Social Council (ECOSOC)** will deal with the issues on its agenda, including any necessary interactions with the other bodies simulated. ECOSOC is unique in that its members will be encouraged, throughout the Conference, to create sub-bodies as needed.

The **International Court of Justice (ICJ)** will feature judges, drawn from any interested Representatives, presiding over cases brought before the court by represented delegations or their advocates. Individuals from colleges and law schools not necessarily affiliated with a delegation are also encouraged to participate in this simulation.

The **International Press Delegation (IPD)** will feature Reporters covering the issues of the Conference as they occur. The IPD will publish a once or twice daily newspaper on Conference topics and other issues of interest to Representatives. IPD enhances the AMUN experience by allowing Representatives to use the media, as their countries do at the real UN, through calling press conferences to announce information of interest, by writing editorials, by submitting formal statements, or by “leaking” information to the press.