



LUMUN XXIII



LUMS MODEL UNITED NATIONS

Code of Conduct and Policy Guidelines

<https://lumun.lums.edu.pk/>



GENERAL POLICIES

1. All delegates are required to thoroughly read and understand the LUMUN Code of Conduct and the General Fines List before the conference begins. Lack of awareness regarding any policy will not be accepted as a valid excuse during the conference.
2. Delegates must treat every individual at LUMS – including students, alumni, faculty, administration, vigilance staff, and fellow delegates – with respect and courtesy at all times.
3. Delegates must respect LUMS property and refrain from causing any damage to its facilities and infrastructure. Any delegate found responsible for damages will be fined as per the General Fines List, based on the assessment of the team.
4. While delegates are free to explore the campus, access to areas designated for students or faculty is strictly prohibited. Violators will be fined in accordance with the General Fines list.
5. Delegates must be punctual for all committee sessions and social events. To avoid disruption, all delegates are advised to arrive approximately ten minutes before the scheduled starting time. The LUMUN'23 team reserves the right to deny entry and fine the delegates for significant delays.
6. It is **compulsory** for delegates to wear and **visibly display their school-specific ID tags at all times**. Failure to comply may result in a fine. In the event of a lost ID card, a replacement will be issued upon payment of a fee.
7. Delegates are strictly forbidden from participating in any other committee session(s) than the ones that they are allotted. The Chairs of the specific committees reserve the right to punish the trespassers by imposing fines on them as per the General Fines list.
8. Inviting external guests onto the LUMS campus is **strictly prohibited**. Any delegate found violating this rule would be expelled immediately and fined accordingly.
9. Delegates who have not availed the campus accommodation or social package must vacate the LUMS premises by **8:00 PM** sharp each day.
10. Delegates are allowed to use the **Pepsi Dining Center, SDSB Cafeteria, and Delegate Lounge** for discussions or relaxation outside of committee sessions.
11. All LUMUN organizing team members are to be treated with the same respect as the Chairs and faculty. Disrespectful behavior toward any team member will result in a fine based on the General Fines list.
12. Any conduct that disrupts conference proceedings, social events, or the experience of other participants shall constitute **social disruption**. Such conduct will be fined in accordance with the General Fines List and may result in further disciplinary action.



13. Delegates must maintain cleanliness within the LUMS campus and dispose of waste in designated bins. Keeping the campus clean is everyone's responsibility, and littering will not be tolerated. Depending on the nature and severity of the violation, delegates may receive a disciplinary notice or be fined according to the General Fines List.

SECURITY DEPOSIT POLICY

1. All delegations are required to submit a security deposit of **PKR 15,000**, while private delegates must submit **PKR 5,000** to the LUMUN'23 Security team on the first day of the conference. All fines incurred during the event will be deducted from this security deposit. If the total fines exceed the deposit amount, the delegation or delegate will be required to pay the outstanding balance.
2. Security deposit refunds will be issued at **checkout** after the closing ceremony. Delegation heads and/or faculty advisors are requested to collect the deposit from the **Security booth** at checkout.

Note: Security deposit refunds are conditional on full compliance with all conference policies. Failure to pay the outstanding fines or refusal to cooperate during damage assessments may result in partial or complete withholding of the security deposit.

SPECIAL CIRCUMSTANCES POLICY

1. Delegates are not permitted to enter the LUMS premises before **30th December 2026** and are expected to vacate immediately after the **Closing Ceremony on 2nd January 2027**. Delegates, particularly those traveling from outside Lahore, who face special circumstances, are kindly advised to reach out to the **Directors of Accommodations** and the **Director of International Affairs** as early as possible. The LUMUN'23 Team is committed to ensuring a smooth and comfortable experience for all.



POLICIES REGARDING VIOLENCE, HARRASSMENT, AND DISCRIMINATION

1. LUMUN'23, in line with the values of Lahore University of Management Sciences (LUMS), is firmly committed to fostering an **inclusive, respectful, and secure environment** throughout the conference. We are dedicated to ensuring that every delegate, faculty advisor, and staff member feels respected and valued. Discrimination on the basis of sex, gender identity, sexual orientation, race, ethnicity, religion, or ability will not be tolerated. Delegates engaging in discriminatory or unlawful conduct may be **expelled without refund**, and fines will be imposed accordingly. In the event of a delegate's expulsion, their delegation will automatically be ineligible for conference awards.
2. Harassment in the form of sexual violence encompasses a spectrum of behaviors that can have detrimental effects on any participant or staff member of LUMUN'23. These behaviors include a plethora of comments and actions that may lead to exclusion, threats, trauma, or offense. Such actions can manifest as unwanted and unprompted sexual comments or actions. It is important to note that these instances might occur as isolated events or persist as continuous occurrences, irrespective of when or how they transpire. Our commitment to addressing and preventing sexual violence underscores our dedication to fostering a safe and respectful environment for everyone involved in the conference.
3. LUMUN'23 firmly denounces all forms of bullying and persistently harmful behavior that may arise during the conference. However, the concept of bullying might be intricate, rest assured that any claims of bullying will be treated with the same gravity as any other cases of discrimination and harassment. Inappropriate behavior, such as but not limited to physical violence, cyber-bullying, and derogatory remarks based on color, accent, etc. for the duration of this conference, will be dealt with harshly by the LUMUN'23 Host Team and result in **immediate expulsion** of the delegate and/or the delegation **without any refunds**.
4. Taking or sharing photographs, videos, or private information of any participant **without their consent**, making discriminatory or derogatory jokes, or deliberately damaging another participant's belongings shall constitute violations of the LUMUN Code of Conduct. Such violations will result in strict disciplinary action and fines in accordance with the General Fines List, and may result in immediate expulsion of the delegate and/or delegation **without any refund**.



Stalking, following or repeatedly approaching another participant in a manner that causes discomfort or distress is strictly prohibited. Such conduct shall be considered **lewd or indecent behavior** and will be fined accordingly under the General Fines List.

- 5.. All delegates are strongly encouraged to report any incidents of violence, harassment, or discrimination to the **Directors of Security** or the **LUMUN Host Team**. Complaints will be investigated thoroughly, and appropriate action will be taken promptly and confidentially.
6. Participants are advised to follow the moral and ethical code of conduct. Use of foul language, engaging in fights and harassment of other participants is strictly prohibited. Cases of offensive behavior will result in **expulsion** from the event **without refund**.
7. The Host Team may issue **verbal warnings** in response to any actions that violate the conference's policy. However, in cases of serious misconduct, the team reserves the right to **immediately expel** the delegate without prior warning or refund.
8. **Harassment or harm toward animals present on campus is strictly prohibited.** Delegates must refrain from chasing or inflicting harm upon any animals found within the LUMS premises. Violations will result in fines or immediate expulsion, depending on the severity of the incident.

SMOKING POLICY

1. Delegates are kindly requested to note that smoking or vaping is strictly prohibited for the duration of the conference as LUMS pushes its agenda to make it a smoke-free campus. Faculty advisors of delegations are provided the right to smoke in designated smoking spots maintained by the LUMS administration.
2. Out-of-city delegates are reminded not to bring along vapes and smoking materials, such as but not limited to cigarettes, since the LUMUN'23 Security Team will immediately confiscate them with a no-return policy.
3. Delegates who are caught smoking or vaping will immediately be handed a fine of **PKR 5,000** that will be deducted from the security deposit. In case of repeated violations, the fine can increase exponentially, or the delegate can even be expelled in extreme cases (at the discretion of the Executive Council).



DRUGS AND INTOXICANT POLICY

1. Any form of drugs and intoxicants, including but not limited to alcohol, are strictly prohibited on the LUMS campus. Delegates found in possession will be expelled immediately from the conference without refund. Furthermore, if a delegate is found in possession with the intent to distribute, even if no distribution occurs, they will face a permanent ban from all future LUMUN conferences.

ENTRY ANDEXIT POLICY

1. All delegates and faculty advisors are required to carry their CNIC and school ID cards to be allowed entry within the LUMS campus. Once the delegates are provided with their tags from the Department of Registrations, it is mandatory to show it to the Security Team for the following days of the conference to be allowed access.
2. Delegates who fail to provide a valid ID will be fined **PKR 5,000**.
3. After identification from the main gate, all bags and personal belongings will be checked thoroughly at the security desk.

Note: Delegates without a CNIC can also provide their smart card or birth certificate for identification purposes.

DRESSCODE POLICY

1. Delegates are requested to observe Western and/or Eastern formalwear throughout the duration of this conference. Note, however, that the Chairs reserve the special right to enforce a dress code as per their requirement for the committee and the ability to deny a delegate entry into the committee session on violation of the stipulated dress code.



CURFEW POLICY

1. Hostel Curfew will be imposed on all delegates who have opted for campus accommodation, whose timings range from **7AM to 10:30 PM**. All delegates are kindly requested to maintain their presence within their allotted common rooms by 10:30 PM. Delegates are strictly prohibited from roaming throughout the LUMS Campus after curfew. In violation of this policy, delegates will be fined **PKR 3,000** (in accordance with the General Fines list), and in case of repeated violations, the fine can increase exponentially. Delegates are advised to purchase food items and other necessities beforehand to remove the possibility of any disturbance during the curfew (food deliveries are strictly prohibited after curfew).

ACCOMMODATIONS POLICY

1. All delegates who have opted for campus accommodation must stay in their allotted Common Rooms.
2. **Swapping or exchanging allotted Common Rooms is strictly prohibited.** Any delegate found swapping Common Rooms will be subject to disciplinary action at the discretion of the Directors of Accommodations.
3. Delegates are prohibited from using services reserved for LUMS student residents, including heating irons and laundry services.
4. Delegates are strictly prohibited from staying in rooms designated for LUMS students. Any violation of this rule will result in disciplinary action at the discretion of the Directors of Accommodations.
5. Loud noise is strictly prohibited during designated quiet hours to ensure that no disturbance is caused to the surrounding LUMS community. This includes, but is not limited to, loud music, shouting, and other disruptive behaviour.
6. **Common Rooms must be kept clean at all times.** In case of any assistance, delegates are kindly requested to contact the Director of Accommodations.
7. **Any damage to hostel property will be fined accordingly.** If the responsible party cannot be identified, the entire Common Room will be held collectively responsible and charged accordingly.



Loss of a hostel access card will result in a fine. Delegates are responsible for keeping their access cards safe and must immediately report any lost card to the Directors of Accommodations.

8. **Smoking, vaping, and the consumption or possession of other such intoxicants is strictly prohibited.** If the individual responsible for an incident involving intoxicants cannot be identified, the entire delegation will be held responsible and charged accordingly.
9. Prohibited items, such as but not limited to vapes, cigarettes, drugs, nicotine patches and intoxicants, will be confiscated by the security team. **Note that these items will not be returned under any circumstances.**
10. **Delegates are advised not to bring prohibited items.** As per the LUMUN Policy, prohibited items, excluding those mentioned in the aforementioned clause, such as any **hair dryers or clothing irons**, will be confiscated at the Security desk during check-in; these may be collected by the delegates when they check out. **The LUMUN Team will not be responsible for those products after the conference ends.**
11. Any form of harassment, intimidation, or behaviour that makes another delegate feel unsafe or uncomfortable within the Common Rooms will be dealt with strictly.
12. Unauthorised recording, photographing, or filming of fellow delegates within Common Rooms is strictly prohibited.
13. Disrespectful or inappropriate behaviour towards MBM workers, Aya Bajis, Wardens, or any other hostel staff will not be tolerated. Such conduct will fall under disrespect to authority and will be subject to disciplinary action and/or a fine.
14. Any individual found guilty of initiating a false fire alarm will be subject to a fine of PKR 5,000. In cases where the responsible party remains unidentified, the fine will be collectively imposed on all members of the Common Room of the respective floor.
15. For any accommodation-related issue, concern, or emergency, delegates must contact the Directors of Accommodations, not the hostel wardens or other staff.
16. Delegates are expected to comply with all instructions issued by the Directors and Assistant Directors of Accommodations, as well as applicable hostel rules and regulations. Failure to cooperate with the Accommodations team may result in disciplinary action and/or a fine.



VALUABLES POLICY

1. The LUMS Administration and LUMUN'23 Host Team will not be responsible for the loss of any items by misfortune or cases of theft within the LUMS dorms or campus. Delegates are highly advised to take extreme care of their personal belongings and lock their suitcases to avoid such circumstances.
2. In the event of **confirmed or suspected theft**, delegates should immediately report the incident to the LUMUN Security Team and check the Lost and Found Desk. While the Host Team will make reasonable efforts to assist in locating missing items and facilitate communication with relevant authorities, **neither the LUMUN Host Team nor LUMS guarantees the recovery of stolen property**. Serious incidents may also be reported to LUMS Vigilance for further investigation.
3. Prohibited items, such as but not limited to vapes, cigarettes, drugs, nicotine patches and intoxicants, will be confiscated by the security team. **Note that these items will not be returned under any circumstances.**
4. Delegates are advised not to bring prohibited items. As per the LUMUN Policy, prohibited items, excluding those mentioned in the aforementioned clause, such as any hair dryers or clothing irons, will be confiscated at the Security desk during check-in; these may be collected by the delegates when they check out. **The LUMUN Team will not be responsible for those products after the conference ends.**

CERTIFICATES AND AWARD POLICY

1. All decisions regarding awards are solely made by the LUMUN'23 Secretariat. LUMUN takes pride in its desire to offer equal opportunity for receiving awards to all delegates and ensures no bias during the committee proceedings. Hence, all decisions are final, and no appeals can be made. In the case where a delegation indulges in disrespectful behavior with the chairs, the Secretariat reserves the right to revoke their awards (if any) and impose a fine as per the general fines list.



MEDICAL EMERGENCIES

1. In the case of any medical emergency, please contact the help desk at your earliest, which will be present with a first aid kit.
2. Delegates may also contact the **LUMS Emergency Medical Services (EMS)** by calling on the following numbers: 0300-4026310, 0300-4026308, 0300-4026305, 0300-4026298.
3. Delegates may also visit the LUMS Wellness Center under the supervision of a LUMUN'23 Host Team member, and even contact the LUMS Ambulance on the following number and extension:
 - i. **LUMS Number:** 042-35608000; **Wellness Centre Extension:** 2543
 - ii. **LUMS Ambulance Extension (8:30 AM-5 PM):** 2560/2561
4. Participants may also call other ambulances:
 - i. **Edhi:** 115
 - ii. **Rescue:** 1122
 - iii. **National Hospital:** 042-35728759

CONTACTS

1. **LUMS Number:** 042-35608000
2. **Directors of Security:**
 - i. 0317-4918155 (Hassan Thakar)
 - ii. 0333-1300404 (Nabeerah Ahmed)
3. **Directors of Accommodations:**
 - i. 0317-7113067 (Fakheem Faizan)
 - ii. 0302-8496870 (Fizza Fatima Nawaz)
 - iii. 0330-8080439 (Zuhaa Khan)