

SECURITY

HANDBOOK



INTRODUCTION

Security in Model United Nations (MUN) conferences is responsible for maintaining order and ensuring the safety of delegates, chairs, and organizers. They regulate entry and exit to council rooms, enforce conference rules, and manage crowd control during sessions and breaks.

Security works closely with the secretariat, chairs, and runners to handle disruptions, support logistics, and ensure the conference operates smoothly and professionally.



THEME OVERVIEW

“Eye of the Storm” represents moments in global affairs where the world faces intense, overlapping crises, conflict, climate disasters, economic shocks, political instability, or humanitarian emergencies. Like the calm center of a storm, decision-makers must act thoughtfully and strategically while chaos surrounds them.

ROLE & RESPONSIBILITIES OF SECURITY

Security personnel in MUN conferences play a crucial role in maintaining a safe and orderly environment. They ensure that sessions run smoothly, assist delegates and organizers, and respond to any incidents or disruptions efficiently.

KEY POINTS

- Monitor council rooms and conference areas for safety.
- Control access to restricted areas.
- Respond quickly to emergencies or disturbances.
- Support organizers.
- Assist with crowd management and delegate guidance.



CONDUCT

Security in a Model United Nations conference is responsible for ensuring the safety, order, and smooth conduct of all proceedings. To carry out this role effectively, security personnel are expected to follow clear standards of behaviour, act professionally at all times, and respect the rules and individuals within the conference environment.

EXPECTED BEHAVIOUR:

- Stay alert and attentive at all times.
- Treat delegates, chairs, and staff respectfully.
- Follow all rules and security protocols.
- Respond calmly and professionally to emergencies.
- Maintain confidentiality in sensitive situations.
- Avoid interfering with council debates unnecessarily.
- Any misuse of authority or unprofessional behaviour may lead to removal.



DRESS CODE

- All security personnel are required to wear formal attire throughout the conference to maintain a professional and uniform appearance.
- Formal clothing must be worn at all times.
- Acceptable colors include black, navy, grey, or other neutral tones.
- Flashy or neon colors are strictly not permitted.

Male	Female
<p>A tie and blazer are mandatory. Formal shoes are required; sneakers and casual footwear are not permitted. Clothing should be neat and well-fitted for a formal environment.</p>	<p>May wear dresses or skirts, which must be knee-length or longer.(Stockings do not compensate for shorter lengths)</p>

ID CARD MUST BE VISIBLE AT ALL TIMES



SECURITY PERSONNEL IN CRISIS COUNCILS

KEY POINTS

- Stay alert and monitor the room closely for any unusual activity.
- Follow instructions from the chair and crisis staff promptly.
- Ensure delegate safety while allowing the committee to function smoothly.
- Handle disruptions calmly and discreetly.
- Maintain strict confidentiality regarding crisis information and updates.



EMERGENCY SITUATIONS

- Respond quickly and calmly to any emergency or threat.
- Follow established safety protocols and instructions from organizers.
- Assist delegates and staff to evacuate or move to safe areas if needed.
- Communicate clearly with other security staff to manage the situation.
- Maintain order while ensuring everyone's safety.

COMMUNICATION PROTOCOLS

- All instructions must be followed through the proper chain of command.
- Security members should remain at their assigned posts unless reassigned.
- Any incident must be reported immediately
- Use clear, respectful language when communicating with delegates.



CLIPPING

- The clipping system ensures accountability for attendees who violate rules of conduct or procedure. Each infraction is marked by a hole punched into the participants ID card.
- Attendees will receive three formal warnings before the first clip. After the first clip, they become ineligible for awards, and after three clips, they are removed from the conference.
 - Severe violations such as dress code breaches, possession of prohibited items, or physical violence, may result in immediate clipping.



CRITERIA FOR BEST SECURITY

- Professional, calm, and respectful at all times.
- Alert and aware of what's happening in the room.
- Enforces rules fairly and consistently.
- Communicates clearly and de-escalates conflicts.
- Responds quickly and sensibly to problems or emergencies.
- Works well with the security team and follows instructions.
- Reliable, punctual, and properly presented.

CONCLUSION

The security department is essential to the success of the Model United Nations conference. By maintaining discipline, professionalism, and awareness, personnel ensure a safe and productive environment for debate and diplomacy. Every member of the Security Team must remember that their actions reflect the standards and reputation of the entire conference.

