



MUHAMIMUN MALAYSIA 2027

Code of Conduct

Professional behaviour, inclusion, integrity and disciplinary standards

Edition	The Qadiyya Edition
Conference dates	[CONFERENCE DATES]
Venue	[VENUE]
Document version	Version 1.0 — August 2026

Applies before, during and after the conference to all participants, staff, guests and collaborators.

Official contact: muhami.mun@gmail.com | +971504621411 | muhamimun.space

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1. Purpose, Scope and Values

MUHAMI MUN is committed to a learning environment where diplomacy, disagreement and competition remain respectful and safe. This Code applies to delegates, observers, Chairs, Secretariat members, organising team members, volunteers, advisers, guests, partners, vendors and online participants.

1.1 Where the Code applies

- Applications, interviews, training, planning meetings and official group chats.
- Conference rooms, registration, meal areas, ceremonies, accommodation and organised transport.
- Official and unofficial social interactions where conduct is connected to the conference or affects participant safety.
- Online posts, recordings, messages and documents relating to the event.
- Post-event certificate, complaint, feedback and collaboration processes.

1.2 Core values

Value	Expected behaviour
Respect	Treat every person with dignity regardless of role, identity, experience or viewpoint.
Diplomacy	Challenge ideas and policies without attacking people.
Inclusion	Make space for first-time, younger, quieter and differently abled participants.
Integrity	Use accurate evidence, original work and honest applications.
Safety	Follow welfare, venue, emergency and safeguarding instructions immediately.
Accountability	Accept feedback, correct mistakes and cooperate with fair investigations.

2. Required Professional Conduct

- Use respectful language and maintain appropriate tone in speeches, caucuses and messages.
- Address the Chair and other delegations in the manner required by the Rules of Procedure.
- Listen without disruptive talking, gestures, ridicule or deliberate interruption.
- Follow reasonable instructions from the Secretariat, Dais, welfare personnel, volunteers and venue staff.
- Keep access routes, exits, stages, equipment and restricted spaces clear.
- Respect personal boundaries and obtain consent before physical contact.
- Do not pressure another participant to share personal information, social accounts, photographs, documents or contact details.
- Do not retaliate against a person who raises a concern or participates in an investigation.

2.1 Appropriate disagreement

Policy criticism is permitted

Delegates may strongly challenge a country's policy, evidence or proposal. They may not use slurs, threats, humiliation, personal accusations, stereotypes or statements intended to demean a participant.

3. Harassment, Discrimination and Bullying

Prohibited conduct includes a single serious incident or repeated behaviour that creates intimidation, humiliation, hostility, exclusion or fear. The standard applies regardless of whether the person says the conduct was intended as a joke.

Category	Examples
Discriminatory conduct	Insults, exclusion or unequal treatment based on race, ethnicity, nationality, religion, gender, gender identity, sexual orientation, disability, age, appearance, language, socioeconomic status or another protected or personal characteristic.
Sexual harassment	Unwanted sexual comments, jokes, messages, requests, staring, touching, images, rumours or pressure for a relationship.
Bullying	Repeated ridicule, intimidation, shouting, social exclusion, rumours, online targeting or abuse of authority.
Threats and violence	Threatening harm, fighting, throwing objects, blocking movement, carrying weapons or encouraging violence.
Stalking or unwanted contact	Following, repeated messaging, monitoring or contacting after a clear request to stop.
Doxxing and privacy abuse	Publishing or sharing addresses, phone numbers, identification, medical details, private messages or other personal information without authority.
Retaliation	Punishing, threatening or disadvantaging a person for reporting, supporting or witnessing a concern.

Immediate safety

A participant who feels unsafe should move to a public supervised area and contact the Safeguarding Lead, Secretary-General, Dais or nearest authorised volunteer. In an emergency, contact venue security or emergency services.

4. Committee, Academic and Digital Integrity

4.1 Committee conduct

- Do not falsify the official policy of another country or misrepresent a delegate's statement.
- Do not steal, delete, hide or alter another bloc's documents without permission.
- Do not use voting promises, awards, personal relationships, threats or exclusion as improper pressure.
- Do not obstruct first-time delegates from speaking or joining negotiations.
- Respect confidential crisis instructions and documents.

4.2 Plagiarism and unauthorised assistance

- Position papers, speeches, clauses, applications and portfolios must be the participant's own work unless collaboration is permitted.
- Sources must be acknowledged when language, facts or ideas are closely relied upon.
- Artificial intelligence may support preparation only within the academic rules announced by MUHAMI. It may not be used to fabricate sources, generate hidden live responses or replace personal participation.
- Participants may not obtain real-time coaching from persons outside committee during formal sessions.
- The Dais may request research notes, version history or an explanation of submitted work where integrity is questioned.

4.3 Digital communication and media

- Official groups are for conference purposes. Spam, harassment, chain messages and unauthorised advertising are prohibited.
- Do not record calls, interviews, committee sessions or private conversations without permission.
- Do not publish misleading claims of institutional affiliation, sponsorship, awards or official UN status.
- Do not post content that identifies a minor without the required consent.
- Participants remain responsible for conduct on personal accounts when it materially affects conference safety or reputation.

5. Dress, Attendance, Property and Safety

5.1 Dress code

Business formal or culturally appropriate professional dress is expected for delegates and Chairs unless the Secretariat announces a themed, cultural or relaxed session. Clothing must be safe, non-transparent and free from hate symbols, explicit material or misleading official insignia. Religious and disability-related clothing or aids are fully respected.

5.2 Attendance and punctuality

- Participants must attend all required sessions, training and ceremonies unless excused.
- Late arrival, early departure or absence must be reported through the official channel.
- Repeated unexcused absence may affect allocations, certificates, LORs, awards or continued participation.
- No participant may leave the venue or organised activity in violation of the safeguarding or sign-out procedure.

5.3 Property, substances and prohibited items

- Theft, vandalism, tampering with equipment and misuse of venue property are prohibited.
- Alcohol, illegal drugs, vaping, smoking and intoxication are prohibited at conference activities, subject to applicable law and venue rules.
- Weapons, realistic imitation weapons, dangerous tools, fireworks and hazardous substances are prohibited.
- Medication should be carried and used according to the Safety & Safeguarding Policy.

6. Role-Specific Responsibilities

Role	Additional duty
Chairs	Remain neutral, apply rules consistently, protect participation, avoid favouritism and refer welfare concerns promptly.
Secretariat	Set transparent standards, manage conflicts of interest, protect confidential information and ensure fair review.
Organising Team	Complete assigned tasks, use data only for authorised purposes and avoid promising unapproved benefits.
Volunteers	Follow supervisors, remain in assigned zones, avoid private one-to-one contact with minors and report incidents.
Delegates and observers	Prepare honestly, follow procedure, represent allocations faithfully and respect other participants.
Advisers and guests	Do not intervene in committee, coach during sessions or pressure organisers for awards or outcomes.
Partners and vendors	Follow branding, privacy, safety, anti-harassment and venue-access conditions.

6.1 Conflicts of interest

A person involved in selection, awards, complaints, procurement or partnerships must disclose personal, family, institutional, financial or romantic relationships that could reasonably affect impartiality. The Secretariat may reassign the decision to another person.

7. Reporting, Investigation and Interim Measures

7.1 Reporting channels

Contact	Details
Safeguarding Lead	[NAME] — [PHONE] — [EMAIL]
Secretary-General	Sarah Abdul Hakkim Manattil — [PHONE] — [EMAIL]
Deputy / Welfare Contact	[NAME] — [PHONE] — [EMAIL]
Anonymous reporting form	[LINK]
Venue security / emergency	[VENUE NUMBER] / 999 for emergencies

7.2 What a report should contain

- Name and contact of the reporter, unless anonymous reporting is permitted.
- Who was involved and each person's role.
- Date, time, place and description of what happened.
- Witnesses, messages, documents or other evidence.
- Immediate safety or support needs.
- Any requested confidentiality or accessibility arrangement.

7.3 Response process

1. Receive the report respectfully and assess immediate risk.
2. Provide support and separate parties where necessary.
3. Preserve relevant evidence and restrict access to need-to-know personnel.
4. Inform the subject of the concern sufficiently to allow a fair response, unless doing so would create a safety or evidence risk.
5. Interview relevant persons and review evidence.
6. Make a decision using the balance-of-probabilities standard for conference discipline, while urgent safety action may be taken on reasonable concern.
7. Communicate the outcome and available appeal route, subject to confidentiality.

Police, emergency or child-protection referral

MUHAMI may contact guardians, institutions, venue security, emergency services or appropriate authorities where required for safety, law, safeguarding or serious misconduct. Conference review does not replace official investigation.

8. Sanctions, Appeals and Records

Possible measure	When it may apply
Informal reminder	Minor first-time issue that can be corrected immediately.
Formal warning	Recorded instruction with conditions for continued participation.

Possible measure	When it may apply
Removal from a session or role	Temporary separation, reassignment or loss of speaking/operational privileges.
Award or certificate consequence	Disqualification from awards, withholding of LOR or adjustment of service recognition where integrity or attendance is affected.
Conference removal	Removal from the venue or programme, normally with guardian/institution notification for a minor.
Future restriction	Temporary or permanent ineligibility for later MUHAMI roles or editions.
External referral	Referral to venue, institution, guardian, emergency services or authorities where appropriate.

8.1 Factors considered

- Severity, impact, intent and whether the conduct was repeated.
- Age, role, authority and vulnerability of the persons involved.
- Acceptance of responsibility, cooperation and corrective action.
- Safety needs and risk of retaliation or repetition.
- Consistency with previous decisions and applicable law or venue rules.

8.2 Appeal

A participant may submit a written appeal to [APPEAL EMAIL] within [NUMBER] days of the written decision. An appeal must identify procedural unfairness, significant new evidence, factual error or a clearly disproportionate outcome. Disagreement alone is not sufficient. A person not involved in the original decision should review the appeal where practicable.

8.3 Confidentiality and records

Reports and decisions are shared only with persons who need the information for safety, fairness, administration or legal obligations. Records are retained for the period stated in the Privacy Notice and then securely deleted or anonymised.

9. Acknowledgement and Contact Details

By registering, accepting a role, attending training or entering the venue, each participant agrees to follow this Code and any lawful venue or safety instruction. A parent or guardian must acknowledge the Code for participants under 18 where requested.

Required final details	Insert before publication
Official email	[OFFICIAL EMAIL]
Safeguarding Lead	[NAME / PHONE / EMAIL]
Appeal contact	[EMAIL]
Anonymous reporting form	[LINK]
Effective date	[DATE]
Review date	[DATE]

Participant	[NAME / SIGNATURE / DATE]
Parent / Guardian if under 18	[NAME / SIGNATURE / DATE]
MUHAMI representative	[NAME / SIGNATURE / DATE]