

# Model United Nations Assembly

## Sponsoring Rotary District /Club Acknowledgement

The annual national Model United Nations Assembly (MUNA) event is a major youth event conducted by the Rotary Club of Canberra Sunrise (RCCS) on behalf of District 9705. As a significant youth activity, RCCS is organising the event with a significant focus on ensuring the safest possible environment for all participants.

The selection of the Counsellor for the team or teams that your Rotary District or Club is sponsoring is a major factor in contributing to the safety and wellbeing of your sponsored team and other participants throughout the event because the Counsellor has primary duty of care for participating teams. The Counsellor is normally a member of the Sponsoring Rotary District or Club, or a teacher from the participating school. The Counsellor is responsible for the team throughout the event, including travel to and from Canberra, and is the emergency point of contact for your team.

To support the safest possible environment for participants, MUNA Counsellors are required to have a current Working With Vulnerable People certification or equivalent. To assist RCCS in meeting its Rotary obligations associated with conducting a youth event, the sponsor Rotary District / Club is requested to complete the following acknowledgement form and return it to the MUNA Registrar ([munaregistrar@gmail.com](mailto:munaregistrar@gmail.com)) by 28 July 2022.

***Cancellation Policy:*** As a result of the continuing impact of COVID-19 and the uncertainty it creates, should last minute cancellations occur by either a team or of the event itself by the Rotary Club of Canberra Sunrise, 20% of the fees will be retained to cover any fixed costs which Canberra Sunrise has to meet. At the end of the event, should the funds retained exceed the fixed cost outgoings the balance will be refunded to teams on a pro rata basis.

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### **For D9705 Rotary Clubs Only - D9705 Youth Abuse & Harassment Prevention Policy**

I certify that Form 3 Volunteer Declaration Forms for the Counsellor and any other persons over the age of 18 that will travel with or be in a role of responsibility for the MUNA team have been received, that referee checks on these individuals have been satisfactorily concluded and a copy of the completed Form 3 forwarded to the D9705 Protection Officer.

### **For All Sponsoring Rotary Districts/Clubs – Statement of Due Diligence**

I, being a member of the Board of the Rotary District / Club sponsoring a team for National MUNA, acknowledge that the Rotary District / Club has undertaken due care in selection of the Counsellor for the MUNA 2022 event noting the primacy of the requirement for safety of MUNA participants throughout the event. The District / Club has confirmed that the Counsellor holds a current Working With Vulnerable People certification or equivalent and complies with the child/student protection policies applied by the sponsoring Club or District.

I acknowledge that the District / Club has or will review the travel arrangements for the sponsored MUNA team and ensure that these arrangements are suitable and involve appropriate adult supervision to ensure the safety of participants.

Name of District/Club Board Member in block letters: \_\_\_\_\_

Rotary District / Club Name: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of School/s the team is from: \_\_\_\_\_

Signature of Board Member \_\_\_\_\_

Date: \_\_\_\_\_

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Please scan this form and return it to the MUNA Registrar - [munaregistrar@gmail.com](mailto:munaregistrar@gmail.com)

**Registration will not be complete until this form is received. No team will be able to participate in National MUNA without this form being completed by the sponsoring District/Club.**