

Dear HSINMUN XVI participants,

HSINMUN XVI will be hosted on October 16-18, 2020; we sincerely look forward to meeting you all. In response to the current Covid-19 pandemic, our school has issued the following protocols for epidemic prevention during the conference.

### **No Refund**

Since many logistical preparations have already been purchased, HSINMUN will not be issuing refunds if a school/participant declines to attend the conference.

### **HSINMUN XVI Covid-19 Protocols**

1. Masks will be required for all participants at all times. Although we will provide paper masks for those who do not have their own masks, we have a limited supply and may not be able to assist all participants in this regard.
2. Temperature checks will be performed at all venues. Delegates with temperatures above 37.5°C will be sent to our school nurse.
3. Participants will be asked to sign their names upon entering the IBSH campus.
4. As quarantining after travelling abroad is a national policy, we will not be sending out a travel history survey to participants.
5. Alcohol sprays will be provided in all venues, including committee rooms.
6. All meals will be *individually packaged and served in our gym*. However, we will be taking the following actions in order to ensure everyone's safety. As opposed to offering the usual Royal Hotel buffet, HSINMUN will order lunch boxes for all participants.
  - a. After the chairs are notified to come to the gym, participants enter the gym from only one door - the front door they arrived in when registering.
  - b. Delegates entering the gym will first be asked to sanitize their hands using alcohol and only remove their masks after arriving at their seats.
  - c. There will be signs indicating the different meal choices; after making their choice, delegates will be asked to line up in front of said tables as the admins wearing masks and gloves handle the food.
    - i. Those with specific dietary restrictions will have a sticker on their lanyards that help the admins determine what food to distribute. Please note that we will *not* have a sticker for those who cannot eat beef, as none of the meals will include beef.
    - ii. Delegates are not allowed to return their food upon receiving it from the admins.
  - d. After receiving food, delegates will be directed to an indicated section for their committee (such seating will be mandatory, meaning that unfortunately they will not be allowed to sit with delegates from other committees), where each table will have individual, transparent dividers to prevent potential virus spreading. There will be signs on each table to clarify.
    - i. We will designate an exact number of seats for each committee.
    - ii. Directors will have a specific seating area as well.
  - e. Admins will start reminding the delegates to return to their committee rooms approximately 5 minutes before the end of lunch break, as the staff will need to re-sanitize all equipment before the next group of delegates arrives.

- f. All above protocols will also be implemented during tea time.
- 7. The IBSH campus will be sanitized and cleaned after each day of the conference.
- 8. Although we are planning to host Opening and Closing Ceremonies at our school gym, large gatherings may be hosted virtually if government regulations necessitate so. We will notify all participants if there are any changes to the current plan.

Please note that these protocols will be strictly enforced. Those who fail to do so will be asked to leave the conference. To ensure the safety of all participants and allow HSINMUN to run smoothly, please adhere to all of the aforementioned guidelines.

Thank you for your understanding and cooperation.

Best regards,  
HSINMUN XVI Secretariat and Working Team.