2025 MUNUC-SFLS Conference

上海外国语大学附属外国语学校 芝加哥大学国际模拟联合国大会

December 18th - 21st | Shanghai







Ready-to-go Guide



欢迎!

Welcome!

MUNUC-SFLS Model United Nations Conference 2025 2025 年上海外国语大学附属外国语学校-芝加哥大学国际模拟联合国大会

Shanghai Foreign Language School Affiliated to SISU December 18^{th} - 21^{st} , 2025







我们感谢您对模拟联合国活动的兴趣和热情,并诚挚地欢迎您前往上海出席 2025 年上海外国语大学附属外国语学校-芝加哥大学国际模拟联合国大会!

请您在前往会议之前,仔细阅读此份会前准备。通过这本手册您将了解到:

- 1. 会议目程
- 2. 立场文件的提交
- 3. 注册流程及免责条款的提交
- 4. 会场地址
- 5. 开闭幕式
- 6. 会间电子产品使用规定
- 7. 抵达上海及学校的方式
- 8. 学校寝室
- 9. 学校设施与安全
- 10. 安全疏散示意图
- 11. 携带物品

为确保会议顺利进行,请严格执行该手册中关于注册以及使用学校设施的要求。

We sincerely appreciate your interest and enthusiasm for Model United Nations and warmly welcome you to attend MUNUC-SFLS Model United Nations Conference 2025 in Shanghai!

Before attending the conference, please carefully review this pre-conference preparation guide. Through this booklet, you will find detailed information regarding:

- 1. Conference Schedule
- 2. Position Paper Submission
- 3. Registration Procedures and Liability Release Form Submission
- 4. Venue Information
- 5. Opening and Closing Ceremonies
- 6. Use of Electronic Devices During the Conference
- 7. Venue Information
- 8. School Dormitories
- 9. School Facilities and Safety
- 10. Safety Evacuation Map
- 11. What to Bring

To ensure the conference runs smoothly, please strictly follow the registration requirements outlined in this handbook.







Conference Schedule

会议日程

December 18th, 2025 - Thursday

09:00 - 16:00	会议注册 Conference Registration		
12:40 - 14:00	午餐 Lunch Service		
16:30 - 17:30	开幕式 Opening Ceremony		
17:30 - 19:00	晚餐 Dinner Service		
19:00 - 21:00	分组会议 1(含代表培训)Session 1 (including in-committee delegate training)		
Since 21:30	宵禁 Curfew		

December 19th, 2025 - Friday

07:30 - 09:00	早餐 Breakfast Service
09:00 - 12:00	分组会议 2 Session 2
12:30 - 13:30	午餐 Lunch Service
14:00 - 16:00	MUNUC 会间活动 MUNUC Special Workshop
15:20 - 16:00	指导教师会议 Faculty Advisor Meeting
17:30 - 19:00	晚餐 Dinner Service
19:00 - 21:00	分组会议 3 Session 3
Since 21:30	宵禁 Curfew





Conference Schedule 会议日程

December 20th, 2025 - Saturday

07:30 - 09:00	早餐 Breakfast Service
09:00 - 12:00	分组会议 4/集体照 Session 4/Group Photo
12:00 - 13:30	午餐 Lunch Service
14:00 - 17:00	分组会议 5 Session 5
15:45 - 16:15	茶歇 Tea Break
16:20 - 17:00	指导教师会议 Faculty Advisor Meeting
17:30 - 19:00	晚餐 Dinner Service
19:00 - 21:20	电影之夜/才艺之夜 Movie Night/ Talent Show
Since 21:30	宵禁 Curfew

December 21st, 2025 - Sunday

07:30 - 09:00	早餐 Breakfast Service
09:00 - 11:00	分组会议 6 Session 6
11:30 - 12:30	闭幕式暨颁奖仪式 Closing Ceremony (with Awarding Presentation)
12:30 - 13:30	午餐 Lunch Service
Since 13:30	代表返程 Delegate See-off

^{*} 会议实际日程以会议手册和当天进行为准。The actual conference schedule is subject to the conference handbook and on-site arrangements.





^{*} 此会议日程仅为参考,但会议注册/开幕式/闭幕式时间已经确定,代表可根据以上时间购买往返会场的车票/机票。This schedule is for reference only. However, the times for conference registration, the opening ceremony, and the closing ceremony have been confirmed. Delegates may book their transportation/airfare to and from the venue based on these confirmed times.

Position Paper 立场文件

请注意,除 Vikings 和 Y2K 以外,所有代表都需要撰写立场文件。 请使用英文撰写立场文件,并在会议之前打印在 A4 纸上。 立场文件需要在会议第一个分组会议正式开始前递交至委员会主席团。

请注意:组委会不提供打印立场文件的服务。

Please note that all delegates, except for Vikings and Y2K, are required to submit a position paper. Position papers must be written in English and printed on A4 paper before the conference.

They should be submitted to your Committee Director before the first committee session officially begins.

Please note that the Delegate Service Center does not provide printing services for position papers.

每一份立场文件需要署名,格式如下:

Position paper needs to be signed.

Position Paper				
Committee:				
Topic:				
Country:				
School:				







Registration Procedures 注册流程

注册时间: 2025年12月18日09:00-16:00

Registration Time: December 18, 2025 from 09:00 to 16:00

注册地点:上海外国语大学附属外国语学校1号楼门厅

Registration Venue: Foyer, Building 1, Shanghai Foreign Language School

为了确保会议注册顺利快速,请代表及领队提前准备好:

1. 已经签好名的免责声明(见本手册第19-20页,中英文选择其一签署即可,打印纸质版并签字)

- 2. 已经签署的会间领队委托声明(无领队老师或随行看护的代表需携带,见本手册第21页)
- 3. 本人身份证/护照(入住酒店的代表使用)
- 4. 监护人身份证/护照复印件或照片(入住酒店的代表使用)

To ensure a smooth and efficient registration process, all delegates and faculty advisors are kindly requested to prepare the following in advance:

- 1. A signed liability release form (please refer to pages 19 and 20 of this guide; either the Chinese or English version is acceptable. A printed hard copy with a handwritten signature is required.)
- 2. Signed Inter-session Leader's Power of Attorney (for delegates without a lead teacher, please refer to page 21 of this guide)
- 3. A valid ID card or passport is required for hotel check-in purposes.
- 4. Copy or photo of the guardian's ID card or passport (required for hotel check-in purposes).

在注册后,您将收到如下内容 After registration, you will receive the following:

- 1 会议文件夹 Conference Folder
- 2 会议手册 Conference Handbook
- 3 胸牌 Badge
- 4 国家牌 Placard
- 5 意向条 Pages
- 6 餐券 Coupons

在您确认上述物品数量和印刷无误后,会由会议志愿者引领您前往学生宿舍办理人住或直接前往会场。 After you have verified that the above items are correctly numbered and printed, you will be guided by a conference volunteer to the student residence for check-in or directly to the conference venue.







Venue Information

会场地址



上海外国语大学附属外国语学校

地址:上海市虹口区中山北一路 295号

临近地铁:地铁3号线赤峰路站

临近公交: 中山北一路广中路(公交站) 21 路、115 路、139 路、723 路、933 路

西体育会路大连西路(公交站)51路、52路

Shanghai Foreign Language School

Address: 295, Zhongshan Beiyi Road, Shanghai Nearby Metro: Metro Line 3 Chifeng Road Station

Nearby Bus: Zhongshan Beiyi Road, Guangzhong Road (Bus Stop) No. 21, 115, 139, 723, 933

West Dalian West Road, West Sports Association Road (bus stop) No.51, No.52







Opening Ceremonies 开幕式

由于开幕式主会场(艺术大厅)座位有限、部分代表将安排至直播会场观看开幕式直播。

组委会将提前安排好主会场座次,并在注册时向部分代表发放座次牌。请妥善保管座次牌,并凭座次牌人场找到指定座位就坐。未领取座次牌的代表请前往直播会场观看直播,组委会将为直播会场提供 良好的直播体验与支持。

Due to limited seating in the Grand Hall, some delegates will be assigned to the live broadcast venue to watch the opening ceremony via live stream.

The organizing committee will pre-arrange seating for the Grand Hall and distribute seat cards to selected delegates during registration. Please keep your seat card safe and use it to enter and locate your assigned seat. Delegates without a seat card should proceed to the live broadcast venue, where the organizing committee will provide a high-quality viewing experience and support.







Closing Ceremonies 闭幕式

由于闭幕式主会场(艺术大厅)座位有限,建议您尽早进场。如主会场已满,请移步至直播会场观看闭幕式直播。

在闭幕式过程中,直播会场的代表所在委员会即将颁奖时,请根据直播会场工作人员的提醒,有序前往主会场;所在委员会颁奖结束后,请及时返回直播会场,以便后续代表能够进入主会场。

Due to limited seating in the Grand Hall, we recommend arriving early. If the main venue is full, please move to the live broadcast venue to watch the closing ceremony via live stream.

During the closing ceremony, when the committee of delegates in the live broadcast venue is about to receive awards, please follow the staff's instructions to move to the main venue in an orderly manner. After your committee's award presentation, return to the live broadcast venue promptly to allow other delegates to enter the main venue.

委员会颁奖顺序如下

Committee Award Presentation Order:

- 1. DISEC
- 2. ECOFIN
- 3. LEGAL
- 4. UNESCO
- 5. UNICEF
- 6. WMO
- 7. INTERPOL
- 8. IMO
- 9. UNCSW
- 10.APEC
- 11. Vikings
- 12.Y2K

感谢您的理解与配合!

Thank you for your understanding and cooperation!







Use of Electronic Devices During the Conference 会间电子产品使用规定

- 1. 在常规委员会中, 电子产品仅在文件写作阶段允许使用;
- 2. 在危机委员会(Vikings 及 Y2K)中,除在特殊情况下经主席许可,原则上将全程禁止电子产品的使用;
- 3. 各委员会的电子产品使用规则将视情况由所在委员会主席团动态调整,以保障会议讨论的顺利进行。
- 1. In regular committees, electronic devices are only permitted during the document-writing stage.
- 2. In crisis committees (Vikings and Y2K), the use of electronic devices is generally prohibited throughout the session, except in special circumstances with the permission of the chair.
- 3. The rules regarding the use of electronic devices in each committee will be dynamically adjusted by the committee directors as the situation requires, to ensure the smooth progress of conference discussions.







School Dormitories 关于寝室

- 1. 住宿学生必须严格遵守以下所有寝室规定。宿舍宵禁是晚上9点半,晚上11点关电闸。
- 2. 贵重物品不得带进宿舍。若有遗失,代表将会对此负责。
- 3. 参会者蓄意破坏会议设施并因故造成财产损失,一切责任将由该名涉事代表承担。严禁任何诸在走廊里大声喧哗,发出噪音,打架,抛物和擅闯禁区的不文明行为。制造虚假火警将会被严肃处理。侵犯他人利益及危害他人人身安全者,组委会保留取消其代表资格的权力。
- 4. 住宿同学(男女同学之间)不准相互窜寝,并且必须在10点后留在自己寝室中。
- 5. 组委会会每天在宵禁开始后检查是否所有代表都在自己所应在的寝室,并且每天晚上会巡逻来保证所有宿舍的安静。在宵禁后,任何代表不得以任何原因外出自己寝室,原因包括并不仅限于买东西,倒水。
- 6. 代表们在中午也可以回到自己寝室休息但是不可以发出噪音。中午也会有组委会成员在走廊里 检查。
- 1. Boarding students must strictly abide by all the following dormitory regulations. The dormitory curfew is at 9:30 p.m., and the power supply will be turned off at 11:00 p.m.
- 2. Valuables are not allowed in the dormitory. If any valuables are lost, the delegate will be held responsible.
- 3. If a participant intentionally damages conference facilities and causes property losses, all responsibilities shall be borne by the involved delegate. Uncivilized behaviors such as loud noise in the corridor, fighting, throwing objects, and trespassing into restricted areas are strictly prohibited. Those who falsely report a fire alarm will be seriously dealt with. The organizing committee reserves the right to disqualify any delegate who infringes upon the interests of others or endangers the personal safety of others.
- 4. Boarding students (both male and female) are not allowed to visit each other's dormitories and must stay in their own dormitories after 10:00 p.m.
- 5. The organizing committee will check whether all delegates are in their respective dormitories after curfew each day and will patrol every night to ensure quiet in all dormitories. After curfew, no delegate is allowed to leave their dormitory for any reason, including, but not limited to, buying things or fetching water.
- 6. Delegates can also return to their dormitories to rest at noon, but are not allowed to make noise. Members of the organizing committee will also check in the corridors at noon.







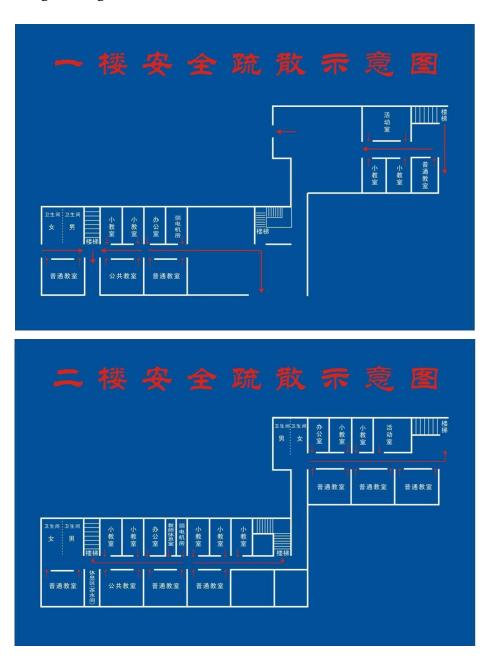
School Facilities and Safety 关于学校设施与安全

- 1. 在会议期间,请时刻确保人身安全及财物安全。如确系紧急情况,及时联系组委会、校方和/或有 关行政部门。
- 2. 在学校,禁止:攀爬高处、伸出阳台、高空抛物等危害人身安全的行为;携带、饮用或贩售酒或酒精饮料,携带烟草、吸烟、吸电子雾化烟及其同类产品;游行、集会等影响会场和教学秩序的行为;未经允许从事商贸或慈善活动(包括但不限于贩卖、兜售、设摊、募捐等);故意扰乱学校的一般秩序;未经许可,擅自离校;其他违反中华人民共和国法律、法规、条例,违反学校管理条例,或任何经组委会认定不恰当的行为。
- 3. 自觉维护宿舍卫生,每天清洁后将垃圾置于寝室门口,由专人收集处理,寝室内垃圾桶需自套垃圾 袋。
- 4. 注意寝室安全,保管好个人物品,离寝时关闭门窗和电器。
- 5. 在寝室,禁止:使用明火、使用大功率电器(包括但不限于电吹风、电磁炉、微波炉、电冰箱等等危害公众安全的行为;私自配置寝室钥匙、随意串寝、未经许可邀请他人进入宿舍;将饮食(包括但不限于盒饭、蛋糕、方便面、冷饮、有色饮料)等带入寝室;将球类等带入寝室;在墙面、床、桌椅、橱柜等上乱涂乱画,在阳台等处张贴各类海报、告示等;其他违反中华人民共和国法律、法规、条例,违反学校管理条例,或任何经组委会认定不恰当的行为。
- 6. 违反以上条例可能导致警告或取消资格及其他任何组委会认定恰当的惩戒,如必要,相关当事人 将被移送有关部门进一步处理。
- 7. 以上条例均系为维持学校、会场秩序,保护与会代表、指导教师及主席团、组委会安全而设立,与其他学校条例、法律法规共同适用,且总适用更严格的解释,对以上条例的解释权归组委会所有,如有疑问、意见或建议,请及时向组委会提出。

- 1. During the conference, please ensure your personal safety and the security of your belongings at all times. In case of an emergency, promptly contact the Organizing Committee, school authorities, and relevant administrative departments.
- 2. In the school, the following behaviors are prohibited: climbing to high places, leaning over balconies, throwing objects from heights, and other actions that may endanger personal safety; carrying, consuming, or selling alcohol or alcoholic beverages; carrying tobacco, smoking, or using electronic vaporizers and similar products; engaging in parades, assemblies, or other activities that disrupt the conference and educational order; conducting commercial or charitable activities without permission (including but not limited to selling, soliciting, setting up stalls, and fundraising); intentionally disturbing the general order of the school; leaving the school without permission; and any other actions that violate the laws, regulations, or rules of the People's Republic of China, the school's management regulations, or any behavior deemed inappropriate by the Organizing Committee.
- 3. Please maintain cleanliness in the dormitories. After cleaning each day, place trash outside your dormitory door for collection by designated personnel. Trash bins in the dormitory must be lined with garbage bags.
- 4. Pay attention to dormitory safety, safeguard your personal belongings, and close doors, windows, and appliances when leaving the dormitory.
- 5. The following actions are prohibited in the dormitory: using open flames, using high-power appliances (including but not limited to hair dryers, induction cookers, microwaves, refrigerators, etc.) that may endanger public safety; unauthorized duplication of dormitory keys, visiting other dormitories without permission, inviting others into the dormitory without authorization; bringing food (including but not limited to takeout, cake, instant noodles, cold drinks, and colored beverages) into the dormitory; bringing balls and similar items into the dormitory; defacing walls, beds, tables, chairs, cabinets, etc., and posting various posters and notices in places like balconies; and any other actions that violate the laws, regulations, or rules of the People's Republic of China, the school's management regulations, or any behavior deemed inappropriate by the Organizing Committee.
- 6. Violations of the above regulations may result in warnings, disqualification, or other disciplinary actions deemed appropriate by the Organizing Committee. If necessary, the relevant parties will be referred to the appropriate authorities for further action.
- 7. The above regulations are established to maintain order in the school and conference venues and to protect the safety of delegates, faculty advisors, and the Organizing Committee. They are applicable alongside other school regulations and legal statutes, with a stricter interpretation prevailing. The Organizing Committee reserves the right to interpret these regulations. If you have any questions, comments, or suggestions, please reach out to the Organizing Committee promptly.

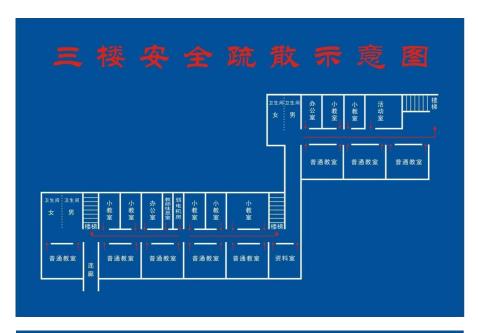
Sketch Map with Safety and Evacuation 安全疏散示意图

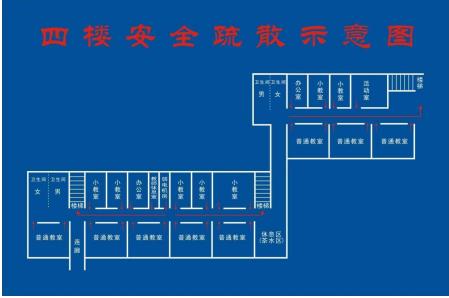
- 教学楼 Teaching Building



Sketch Map with Safety and Evacuation

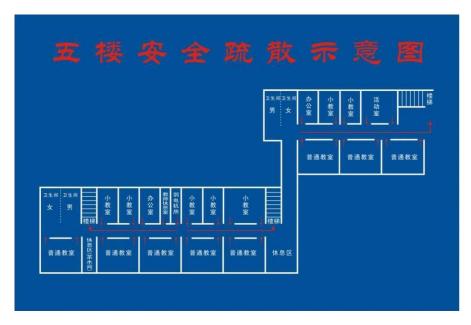
安全疏散示意图

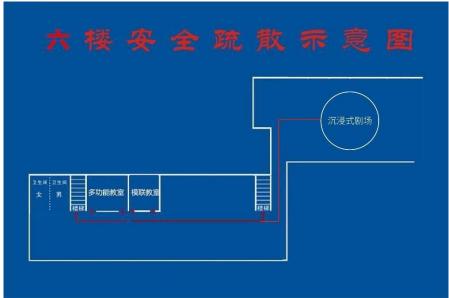




Sketch Map with Safety and Evacuation

安全疏散示意图



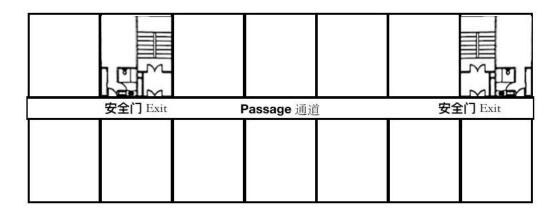


Sketch Map with Safety and Evacuation 安全疏散示意图

- 宿舍楼 Dormitory Building

安全疏散示意图

SKETCH MAP WITH SAFETY AND EVACUATION



What to Bring 携带物品

请务必检查以下物品是否已经放入您的行李箱或随身包,这其中包括:

- 1. 本人身份证/护照(入住酒店使用)
- 2. 监护人身份证/护照复印件或照片(入住酒店使用)
- 3. 已经签好名的免责声明
- 4. 已经签署的会间领队委托声明(无领队老师或随行看护的代表需携带)

以及.

- 正装
- 洗漱用具(住学校宿舍的代表请自备牙具/洗浴用品/毛巾/吹风机等)
- 换洗衣物(住学校宿舍的代表请自带拖鞋)
- 水杯
- 个人药品
- 雨具
- 其他个人所需必要物品

Please make sure to check if the following items have been put into your suitcase or carry-on bag. These include:

- 1. A valid ID card or passport (required for hotel check-in purposes)
- 2. Copy or photo of the guardian's ID card or passport (required for hotel check-in purposes)
- 3. A signed liability release form
- 4. Signed Inter-session Leader's Power of Attorney (for delegates without a lead teacher)

Additionally, please bring:

- 1. Formal attire
- 2. Toiletries (representatives staying in school dormitories should bring their own toothbrushes, bathing supplies, towels, hairdryers, etc.)
- 3. Change of clothes (representatives staying in school dormitories should bring their own slippers)
- 4. Water bottle
- 5. Personal medications
- 6. Rain gear
- 7. Other necessary personal items

免责声明

根据中华人民共和国的有关法律,在签署这一免责声明后,每一位指导老师及学生同意遵守 MUNUC-SFLS Model United Nations Conference 2025 会议指南上的要求,以及大会、学校以及会场的有关规则。出于为代表团安排住宿及对其人身及财产安全的负责,每一位代表必须签署这一表格,并在大会开始前将其交会给 大会秘书处。请注意,下述签署仅限于免除有限的民事和刑事责任,不包括免除相关的权利或义务。

我声明,我将为我所下榻的学校宿舍(或酒店)的财产负责,包括为自己在学校宿舍(或酒店)住宿期间的一切行为负责,由此产生的一切相关方费用由个人承担。

我声明,我已经阅读、理解并愿意遵守 MUNUC-SFLS Model United Nations Conference 2025 的会议守则,我将遵守中华人 民共和国的相关法律以及在会议所在地和会议期间所适用的一切法律法规。

我声明,我将遵守 MUNUC-SFLS Model United Nations Conference 2025 在会前或会期中颁布的所有规则,包括发布在会议手册上的以及在指导老师和学生面前宣读过的。若违反这些规则,我本人将承担其所有后果。

我同意 MUNUC-SFLS Model United Nations Conference 2025 对我进行拍照、摄像以及采访,MUNUC-SFLS Model United Nations Conference 2025、上海外国语大学附属外国语学校、MUNUC 以北京蔚蓝加国际教育咨询有限公司有权以任何方式使用这些照片、录像、采访。

我理解,退款及其他形式的补偿仅在某些情况下才会被批准。如果会议在正式开始前或正式开始后,由于一些超出会议工作 人员直接控制之外的事件影响,而被迫中止,将不会有任何的退款费用。

我声明、我个人将为自己的个人物品及人身安全负责。

我理解,这份协议在法律允许的最大范围内是有效法律效力的,并且认识到此协议下的条款是可分开的,即其中任何一款的无效性或不可执行性应不影响其它条款的有效性或可执行性。

我已经完整阅读了本免责声明。我完全理解了这份免责声明的意思,并且承认本人有机会,在本人有意愿的情况下, 自主选择一位律师一起审议本份声明。我同意在法律上受本免责声明的约束。

签署人姓名: 监护人签名(参会人未满 18 周岁需要):

签署日期: 年 月 日

Liability Release Form

According to relevant laws and regulations of the P. R China, by signing this liability release form, I agree to abide by the rules and regulations in the Conference Guide from MUNUC-SFLS Model United Nations Conference 2025, SFLS, Conference Hall, Dormitories, Hotel

Hotel.	
1 V O	arrangements as well as the personal and property safety, each delegate must sign of the Conference. Please note that limited civil and criminal liability of the conference.
and any agents from and against any and all claim attorneys' fees and expenses, which may arise out	number
	ole for my behaviors and manners in the dormitory (or hotel room) and tel room), to which I am assigned as my residence during the conference ary repairs and replacements.
	will adhere to the Conference Rules of MUNUC-SFLS Model United oplicable laws of the People's Republic of China, and any other pertinent on.
	romulgated by MUNUC-SFLS Model United Nations Conference 2025, ook, and those announced to faculty advisors and delegates. If I violate
Conference 2025, SFLS, MUNUC and WELAND	ped, and/or interviewed by MUNUC-SFLS Model United Nations International Education and Technology Ltd. and for said photographs, SFLS Model United Nations Conference 2025, SFLS, MUNUC and gy Ltd. in any manner of their choosing.
	Il only be granted under certain circumstances. If the conference is forced into outside of the direct control of the conference staff, there will be no
	es, and personal safety during my participation in the conference venue, rganizer nor its partners are holding accountable or responsible for my
I understand that this agreement is enforceable to thas a matter of law will be deemed severable from th	ne fullest extent of the law, and that any provisions herein found invalid, ne balance of the agreement.
	the entire Release and acknowledge that I have had the opportunity to g if I so desire, and I agree to be legally bound by the Release.
Signature:	Parent's/Guardian's Signature: (Participants under 18)
Date:	

会间领队委托声明

适用于参会且无领队老师或随行看护的代表

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根据中华人民共和国的有关法律,在签署这一会间领队委托声明后,即表示签署人同意遵守 MUNUC-SFLS Model United Nations Conference 2025 会议指南上的要求,以及大会、学校以及会场、宿舍的有关规则。

出于为代表团安排住宿及对其人身及财产安全的负责,每一位代表必须签署这一表格,并在大会开始将其交回大会秘书处。请注意,下述签署仅限于免除有限的民事和刑事责任,不包括免除相关的权利或义务。

		,是	
学生。因个人意愿。 国际模拟联合国大]前来上海参加 2025 年上海外国语大	:学附属外国语学校-芝加哥大学
	派出领队老师或随队看护与我 理和安排,按照会议日程和内9	一同前往,因此,与会期间我将服员 客按时参与会议和活动。	从北京蔚蓝加国际教育咨询有限
我将自己负责我个 的授权和允许下行		遇到特殊情况,我将在北京蔚蓝加县	国际教育咨询有限公司工作人员
同时,我亦签署了	免责条款。 我签署此会间领队	委托声明,即表示我充分理解了此声	f 明中的所有容。
签名			







