

## **CODE OF CONDUCT – 2019 RYLA North America**

### **Registration**

1. Delegates must be a high school graduate to attend the conference.
2. Delegates must be between 18 to 35 years of age to attend the conference. Young Rotarians are permitted to attend the conference.
3. Delegates are not permitted to have any parent, uncle, aunt or family member (any age) attend the conference.
4. Delegates are not allowed to have any local friends attend any part of this conference, or visit or stay at the hotel during the conference. Only, paid delegates are allowed to attend any portion of this conference.
5. We request that all delegates observe quiet time in the sleeping areas (sleeping rooms and hallways) after 11PM to avoid interrupting the sleep of other hotel guests.
6. Foul or abusive language (including anything discriminatory or harassing in nature) will not be tolerated.
7. Due to the huge international nature of the RYLA North America Conference, be respectful of the many cultures, customs and cultural differences among delegates.
8. Any sexual or lewd misconduct by and/or between yourself and other delegates will be considered unacceptable behavior.

### **U.S. Visas**

1. The RYLA NA Board works hard to provide U.S. visa letters for delegates to use at the U.S. Embassy in obtaining a visa.
2. Overstaying your U.S. visa is not permitted. Should you decide to change your U.S. visa to a "working visa" or a "student visa", contact the U.S. embassy in your country before arriving at the conference.
3. The visa you receive from the RYLA NA Board is only to attend the RYLA NA Conference in 2019 in Washington, DC. Should you need a visa letter to attend another conference elsewhere in the U.S., please contact the host club and/or District of the other conference.

### **Pre-Arrival Communication**

1. Your email address provided to us during registration must be accurate and will be the point of communications between the RYLA NA Board of Directors and yourself.
2. All deadlines set forth in the registration policy will be strictly followed and it is your responsibility to adhere to these deadlines.
3. If you are registering multiple members of your club and/or District, please provide their email addresses on the registration form.

## **Program**

1. Conference begins at 7:30pm on July 2 and the conference ends at 12:30pm on July 7.
2. Delegate awards certificate presentation, group winners, contest winners and closing ceremonies begins at 11:30am on July 7.
3. Please be mindful that the RYLA-NA Board of Directors has worked very hard to make this a successful and enjoyable conference. The speakers and workshop facilitators have volunteered their time to be a part of this conference. We ask that you conduct yourselves in a professional manner and be respectful of all committee members, speakers, facilitators, and fellow delegates. During the daily programs, please do the following: be punctual to all scheduled events; attend all events; and participate by listening to speakers and being involved in all activities.
4. All delegates are expected to attend the entire conference (all sessions and events). Any delegate who leaves the conference early will not be allowed to return. Group activities are an important part of RYLA. Participating in all events with your assigned group is crucial to the success of your group. Upon completion of the program, you will receive a "certificate of attendance" from the RYLA North America Conference.
5. Any delegate who misses out or skips a session will not be issued a "certificate of attendance." The RYLA NA Board of Directors reserves the right to deny "certificate of attendance" from any delegate.
6. Recreational activities such as sightseeing and shopping can be done on July 1, July 2 (before 6pm), July 4, July 7 (after 12:30pm) and on July 8.
7. All conference delegates must wear their conference badge at all times at the Washington Hilton.

## **Language**

1. Entire conference and sessions will be conducted in English.
2. Some sessions and plenary sessions will be in French and/or Spanish.
3. If you require translation, contact us prior to arriving at the conference.

## **Alcohol, Tobacco & Drugs**

1. Although alcohol for delegates over the age of 21 is permitted at the Washington Hilton, excessive drinking shall not be tolerated.
2. The age for drinking alcohol in the United States is 21 years of age. This is strictly enforced by the RYLA NA Board of Directors and local law enforcement.
3. No meeting with local friends to provide alcohol to delegates under the age of 21 years old is permitted.
4. No drugs are allowed at the Washington Hilton.

## **Room Assignments**

1. Room assignments are made by the RYLA-NA Board of Directors in an effort to maximize your opportunity to make new friends. There are separate sleeping areas for males and for females. For the privacy and security of all concerned, changing of room assignments is not permitted. If you would like to make a roommate request, you must contact Registrations Committee by June 1, 2019.

## **Attire**

1. Shirts and shoes are required during the conference, in all public spaces in all buildings.
2. Delegates are not permitted to show any inappropriate parts of their body at all times during the conference.
3. Dress code is as follows: daytime during workshops and presentations- casual (Your attire must be respectful and reflect your role as a future leader. You are permitted to wear your RYLA, Rotaract, traditional/country, and/or University attire during the conference); and appropriate evening attire (when attending events at embassies).

## **Hotel Property**

1. All conference delegates must respect personal and public property. You must report any damage or breakage immediately to the Registrations Director and/or Conference Director. All delegates are responsible for taking care of the hotel facilities during your stay at the Washington Hilton.
2. Conference delegates are not permitted to charge your hotel room for any movies "pay-per view", food & beverages from any of the four restaurants at the hotel, snacks and/or drinks from the cafe and/or for other hotel charges.

## **Personal Property**

1. You are responsible for keeping your own possessions safe and secure (i.e with you at all times). The RYLA- NA Board of Directors, Rotary District 7620, and Washington Hilton will not be responsible for the loss of any possessions.

## **Illness**

1. If any delegate is injured or becomes ill, you must immediately notify the Director of Risk Management, Assistant Conference Director or Conference Director.

2. The RYLA NA Board of Directors, Rotary District 7620 and Washington Hilton will not be liable for any injury or illness.

### **Misc**

1. Delegates are allowed to bring cars to the conference, however parking fee applies for parking in the garage.
2. iPods, iPads and playing of loud music are permitted only during recreational times in your hotel room.
3. Failure to follow any rules set forth in the Code of Conduct will result in the committee notifying your sponsoring Rotary Club President, District Rotaract Chair, District RYLA Chair, District Governor and/or Past District Governor in your Rotary District.
4. The RYLA North America Board reserves the right to remove a delegate if he/she fails to abide by the Code of Conduct. No refunds will be issued.