

SPEAKERS POLICY

Version:	1	Date:	18/6/14
Approved:	Forum Sub-Committee	Implementation:	Immediate
Distribution:	Procedures & Policies Manual, Transafe WA Website		

INTRODUCTION

The purpose of this policy is to ensure that speakers at Transafe WA events are aware of the guidelines and protocols that have been agreed in order to project a professional image. The policy is also designed to protect the benefit that sponsors receive in being able to promote their services to Transafe WA members free from competition from speakers who may speak and promote their services without making a financial contribution.

POLICY

Every presentation must comply with all relevant laws including copyright law. Speakers must inform Transafe WA beforehand of any third-party material that will be used in their presentations and demonstrate legal compliance when applicable. Transafe WA cannot assist with this process or act as a consultant on individual cases. It is the speaker's sole responsibility to ensure compliance with the law.

Transafe WA promotes road transport industry safety and as such it is preferable that speaker's presentations are published on the Transafe WA website or other media. Speakers should inform Transafe WA if this is not possible.

CONTENT

Presentations may cover a wide variety of topics and presentation styles. In keeping with Transafe WA's professional image, presentations should avoid inflammatory, highly controversial or political content. The timeframe allocated by the organising group should be adhered to unless otherwise agreed.

Transafe WA has made sponsorship agreements with companies who support its objectives but who also wish to promote their services to Transafe WA members. To protect these arrangements we ask that speakers do not promote their own products, services, books, or businesses or those of a company which employs them. The only exception is where they have specifically been invited by Transafe WA to give a product demonstration, or describe a report or research project. Speakers may be asked to share expert knowledge gained as a result of their association with a particular product or service but in this case they should avoid blatant promotion of the said product or service.

If presentations do not conform to these guidelines Transafe WA reserves the right to refuse to include reference to the presentation in Transafe WA publications and mediums and to take all necessary steps to protect its reputation.