



## **ACLCA (Vic) Inc Member Presentations Policy**

ACLCA was formed in 1995 and represents the major environmental consulting firms involved in the assessment and management of contaminated sites in Australia. Our goals include:

- To provide a forum for member companies to develop, discuss and respond to issues that affect us in our responsible management of contaminated land;
- To assist in the development and maintenance of appropriate industry practices and encourage members to adopt these practices; and
- To promote and encourage the open exchange of information between members and other interested bodies.

In pursuit of these goals ACLCA will, from time to time, facilitate presentations to our members by internal and external bodies, including professional organisations, academic institutions, regulatory agencies and commercial entities. The latter may include companies that sell products or services that are relevant to ACLCA, and may also include member companies.

Any such presentation by a commercial entity will be governed by the following guiding Principles:

- Any presentation to ACLCA members by any commercial entity will be permitted only at the discretion of the ACLCA Executive committee;
- The organisation or body making the presentation must, in the opinion of the ACLCA Executive Committee, be sufficiently authoritative to be considered a reliable and reputable source for the information or subject matter expected to be presented.
- The subject matter of the proposed presentation is considered by the ACLCA Executive Committee to be relevant to and of general interest to ACLCA Member Companies.

ACLCA Executive Committee shall be the sole arbiters in the determination of the above, and no correspondence or discussion will be entered into with unsuccessful prospective presenters.

There are two mechanisms by which a prospective presenter may be introduced to ACLCA:

- Direct invitation by ACLCA Executive Committee (which may or may not be sponsored by individual member companies); or
- Approach to ACLCA (through the ACLCA Executive Committee) by the prospective presenter.

In the case of the former, it is expected that the invitation will have been extended by the ACLCA Executive Committee for a particular reason, or to cover a particular topic considered by the Executive Committee to be of interest to ACLCA members. In the case of the latter, it is possible that the prospective presenter will have a commercial imperative or other agenda that he/she wishes to place before the ACLCA membership.

**In the case of commercial entities the following policy shall apply:**

- The presenter may offer a subject upon which they wish to present. The ACLCA Executive Committee reserves the right to reject or request modifications or amendments to that subject, or require specific inclusions or exclusions to or from the subject should it be considered that the commercial or any other balance of the presentation would benefit by such amendments;
- The presentation will be on the subject of and remain closely related to the topic that the presenter was permitted to speak upon;



- The presentation itself will not be used as an overt sales or marketing opportunity. However, this will not prevent or forbid direct contact or discussions between a presenter and ACLCA members at the post-presentation social setting;
- Although the presentation may describe a specific event, material, piece of equipment, technology, technique, service or similar, the presentation will not seek to differentiate or discriminate between alternative methods, materials, services or products provided by the presenter and any commercial competitor of the presenter. *(You may talk about yourself and your organisation or body, not about others);*
- The presenting body or organisation will, under no circumstances whatsoever, use the fact that a presentation has been made to ACLCA as a marketing tool nor claim, suggest or imply any ACLCA endorsement, support or approval of any commercially provided method, material, service or product, or any agenda position by ACLCA.

**All presenters to ACLCA are expected to agree to the above, and signify that agreement by applying their signature below and returning the agreement to the ACLCA Executive Committee for formal approval.**

**All presenters must furnish a sample of their intended presentation (by email to [aclcavic@ozemail.com.au](mailto:aclcavic@ozemail.com.au)) at least one month prior to the proposed presentation date for final approval from the ACLCA Executive Committee.**

**It is reiterated that the ACLCA Executive Committee shall be the sole arbiters in the determination of the above and no correspondence or discussion will be entered into with unsuccessful prospective presenters.**

**Name:**

**Organisation:**

**Signature:**

**Date:**

**Breach of this agreement may result in refusal of ACLCA to invite or allow future presentations by your company.**