



## IEEE EPEC 2014 CODE OF ETHICS FOR AUTHORS

### Policy Statement

The objective of EPEC 2014 is to provide a forum for the exchange of electrical applications technology related to electrical power and energy generation and distribution systems. This year we will be focusing on partnerships between industrial users and power providers by bringing together industrial users, power providers, manufacturers, consultants and academia to discuss cutting edge topics of interest to all stake holders. In recognition of the diverse presentations and audiences that are joined together by this effort, it is essential that the Conference establish an open, respectful, and professional forum for the exchange of ideas.

This policy has been developed to protect the integrity of the Conference, and to preventing any potential conflicts or compromises relating to Business Ethics, Commercialism, and/or Vendor Entertainment Etiquette. All Conference participants, including attendees, guests, exhibitors, and staff must adhere to this Code of Ethics. The Conference Committee has the obligation to ensure that all participants adhere to the policy.

The Conference includes both the exchange of technical information independent of commercialism, and the display of products and services that are commercial in nature. It is essential that these two aspects of the conference be kept separate as described in more detail below.

Any non-compliance shall be subject to the provisions of Section 4.0 "Non-Compliance" below.

### 1.0 Technical Presentations

Technical presentations should be generic and educational in nature. Materials with commercial or business promotion content are to be reserved for the Conference's Exhibition Event. For participants uncertain of the detailed implementation of this policy, examples of items permitted and prohibited from the Conference Technical Sessions are identified below.

### 1.1 Items Acceptable

The following are examples of items that are considered acceptable at the Conference technical session:

- Author's complete name, business affiliation, professional affiliation(s), business logo and/or mailing address on a title or introductory slide.
- Use of valid technical data to support a product without reference to a company's trade name, specific name, location of facilities, etc.
- Photos or slides of in-service products or equipment related to the understanding of the presentation not identifying a specific product or company.
- Refusal to respond to a question or comment that is commercial in nature and that should be discussed outside the Conference technical session. The presenter should also explain that it couldn't be responded to because of its commercial nature.



## IEEE EPEC 2014 CODE OF ETHICS FOR AUTHORS

- References to products and organizations that have no commercial significance to the presentation, offered for a more complete understanding of the subject (e.g., IBM compatible, Internet, OSHA, etc.)
- Non-technical trademark names that have become common over time and are often used as generic names (e.g. vice-grips, scotch tape, etc.)
- References to nationally or internationally recognized consensus standards organizations, government departments and regulations. (e.g., IEEE, NFPA, NEC, NEMA, UL, CSA, IEC, OSHA, etc.)

### 1.2 Items Prohibited

The following are examples of items that are prohibited from the Conference Technical Session:

- Company or organization logos (except on title slide).
- Text or statements that include specific products or company references.
- Photos or slides that identify specific products or company references.
- Text or statements for the purpose of commercial gain or improved business position.
- Direct quotes from references that make commercial statements.
- Reference to or information on a company's internet address or website.
- A response to a question or comment that is commercial in nature, and that should be discussed outside of the technical session. The presenter should also explain that it couldn't be responded to because of its commercial nature.
- Display or distribution of commercial materials or literature at Conference Technical Sessions, meals, or breaks.
- The use of profanity.
- References or comments that could be considered disrespectful, inappropriate, off-color, or otherwise offensive and unprofessional.



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### **2.0 Recognizing and Reporting Potential Conflicts**

Papers will be reviewed by reviewers appointed by the Conference Committee. Paper reviews will scrutinize content, formatting, and other issues related to IEEE conferences. An instance may occur, however, in which unforeseen or hidden commercial content may be missed in the review process. The Conference Committee urges participants to carefully scrutinize their technical and exhibition materials to eliminate the potential for perceived or actual conflicts between preferred technical information and commercial business interests. Because of the evolving nature of the industry, this aspect of the policy relies to a significant degree on the voluntary good will of all attendees to communicate with the Conference Committee to affirm avoidance of Conflict of Interest should doubt arise about the specifics of compliance. It is the responsibility of the members of the Conference leadership to examine such actions to determine if a conflict of interest may exist. Any such recognized potential conflict shall be made known immediately to the Conference Chair who, after consultation with other Conference Committee members, will advise the individual of the proper course of action to be taken to avoid such conflict. This shall apply to all participants of the Conference regardless of their capacity.

### **3.0 Use of Conference Logo**

This IEEE Conference Logo is intended for use on materials, literature, technical presentations or products for the purpose of promoting the Conference. The logo shall be used in connection with official business of the Conference. The logo shall not be duplicated, reproduced, or otherwise used for any other purpose without the prior written approval of the Conference Committee Chair.

### **4.0 Non-Compliance**

Should non-compliance concerns arise, the Conference Committee will exercise their judgment on a case-by-case basis. Failure to comply with the requirements of this policy can result in disciplinary action being taken against those individuals or companies responsible. Flagrant and/or repeated violations could result in the individuals or companies being prohibited from participating in future Conferences. Any appeal of an incident should be submitted in writing to the Conference Committee Chair.