



Webinar Guidelines

The Geosynthetics Interest Group (ABN 27 845 329 614), trading/known as Australasian Chapter of the International Geosynthetics Society

Presenters

Webinar presentation slides shall not contain company logos or other corporate identification except in an opening slide and a final slide expressing appreciation for support to the author/presenter by the company or a group of companies

Further, the content of the presentation should use terminology in line with IGS terminology for geosynthetics – refer to the following link for the terminology to be used -

<https://www.geosyntheticsociety.org/wp-content/plugins/resources/documents/Recommended%20Mathematical%20and%20Graphical%20Symbolsv1.pdf>

No commercial branding is allowed in photos used in the presentation. Acknowledgement of sources is permitted.

The presentation is to be submitted to the ACIGS committee not later than one week prior to the webinar so that it can be reviewed.

The webinar may be concluded by a short 5-minute presentation or case study by the webinar sponsor, which is to be technical and subject relevant.

The presentation will be converted to PDF and made available to ACIGS members via the ACIGS web site.

Unless requested otherwise by the presenter, the recording of the presentation will be made available via the ACIGS website and YouTube channel with no restriction on who can view the recording. Approval from the presenter is to be obtained prior to loading to ACIGS website and YouTube channel.

Attendees

The General Data Protection Regulation (GDPR) replaced the requirements of the Data Protection Act (DPA) 1998 in May 2018.

The General Data Protection Regulation (GDPR) includes rules on giving privacy information to data subjects in Articles 12, 13 and 14.

These are more detailed and specific than in the DPA and place an emphasis on making privacy notices understandable and accessible.

ACIGS takes the GDPR seriously and by participating in the event you will have agreed to the following:

1. To be able to receive information from the ACIGS, the webinar attendee allows ACIGS to store the attendees contact information recorded as part of the webinar registration process.
2. This information will be used for internal purposes within ACIGS, like tracking webinar attendance and for notifications for future events.
3. The names and company affiliations of the attendees may be shared with the webinar presenter and webinar sponsor. The email addresses and phone numbers of the attendees will not be shared.
4. The webinar attendee agrees to receive information from the ACIGS on future events organised by ACIGS.
5. The webinar attendee has the right to access their information which is held by ACIGS.



Sponsors

A single, paid sponsorship opportunity is available for each webinar. There will be no more than one sponsor per webinar. The cost to sponsor a webinar will be set by the ACigs committee on an annual basis.

The webinar may be concluded by a short 5-minute presentation or case study by the webinar sponsor. The sponsor presentation must be technical and subject relevant.

The content of the sponsor presentation or case study will be reviewed and approved by ACIGS at least 3 days prior to the webinar to ensure it is technical and subject relevant, not commercial in nature.

The opportunity to sponsor an ACIGS webinar will be initially presented to the ACigs company members.

An email calling for interest in sponsorship will be sent to all ACigs company members, allowing 24 hours days for interest in sponsorship to be expressed.

If more than one company member expresses interest, then the ACigs Officers will select the webinar sponsor, using common-sense to make a fair decision.

In the same spirit interest of fairness –

- Platinum company members are permitted to sponsor a maximum of two webinars pa where the second sponsorship is available should no other company members express interest in sponsoring.
- Gold members are permitted to sponsor to sponsor a maximum of one webinar pa.

Where no ACIGS company member expresses interest, then the sponsorship will be offered to the individual ACIGS membership base for their employers to sponsor.

Should there be no ACigs member (company or individual) interested in sponsoring the webinar, then the webinar is open for sponsorship from individuals or companies that are not ACigs member. And if there is no interest, then webinars may proceed with no sponsor.

The sponsor receives the following benefits –

- Acknowledgement on the LinkedIn flyer
- Mention at start of the webinar
- Opportunity to present a 5-minute case study or presentation at the end of the webinar
- After the webinar, the sponsor can request the names of attendees and their company names. Emails and phone numbers will not be provided.