

PNW-SETAC

Annual Meeting Policies

Code of Conduct

Members of the Pacific Northwest Society of Environmental Toxicology and Chemistry (PNW-SETAC) are expected to exhibit the highest standards of integrity and professionalism. Professional behavior and integrity are also expected of every attendee (members and non-members alike) of PNW-SETAC meetings, workshops and activities in accordance with the following principles:

- Conduct themselves responsibly, objectively, lawfully and in a nondiscriminatory manner.
- Ensure that presentations during Society-sponsored events and other communications are restricted to and based on scientific principles and are made in a respectful manner.
- Respect the rights, interests and contributions of professional colleagues.
- Respect intellectual property rights and provide appropriate attribution for all intellectual property.
- Objectively and clearly communicate scientific methods, understanding and knowledge in a professional manner.
- Conduct research and related activities so as to avoid or minimize adverse environmental effects of that research, and ensure compliance with legal requirements for protection of researchers, human subjects, research organisms, and systems.

Cell Phones and Mobile Devices

Out of courtesy to our speakers and attendees, we require that all cell phones and mobile devices be turned off during sessions and meetings.

Environmental Awareness

To maintain a high standard of environmental awareness and compliance, our annual meetings are designated non-smoking. To the best of our ability, recycled and recyclable food-and-beverage containers will be used, with segregated refuse containers readily available. Event food and beverage menus will offer alternatives for health and dietary preference where possible. Paper and cardboard will be collected and recycled.

Photo Policy

Recording, Photographing, Interviewing Not Allowed

No attendee at a PNW-SETAC annual meeting may record, film, tape, photograph, interview, or use any other such media during any presentation, display, or exhibit without the express, advance approval of the PNW-SETAC Board of Directors. This policy applies to all PNW-SETAC members, nonmembers, and guests, as well as to members of the print, online or broadcast media.

Photo Release

Photographs will be taken at the annual meeting for use in the PNW-SETAC newsletter and on its website. By registering for this meeting, you agree to allow PNW-SETAC to use your photo in any PNW-SETAC-related publication or website. All effort will be made to reflect our attendees in a positive, professional manner.

Presentations

All poster and platform presenters must be registered to present their research at the PNW-SETAC annual conference.

Platform presenters must upload their PowerPoint presentation no later than the morning of their session. Poster presenters must have their poster mounted and ready for viewing by 9:00 am the first full day of the conference, usually Friday morning. Poster presenters are not allowed to post additional poster presentations of studies on which they have not participated and have been prepared by other researchers not attending the meeting.

If you cannot attend the meeting or if you must withdraw your presentation, you must contact us at pnwsetac2@gmail.com. If you cancel without reason or are a no-show, you may not be allowed to present at the next meeting.

Presenter Responsibilities

Our mission is to provide a forum where scientists, managers, and other professionals can meet and exchange information and ideas in a professional manner. As such, we ask presenters to ensure that their presentations comply with the following:

1. **Attribution:** You must properly attribute the original source for any material (text, tables, figures, photos, video, audio) that has been published previously, including content that has been published in print, digitally, or electronically. Attribution is NOT a substitute for permission to re-use.
2. **Permission:** If a work has been published previously and is not in the public domain, you must obtain permission to re-use it.
3. **Public Domain:** Some government-published content, such as that by the US government, is in the public domain and requires attribution but not permission. Other governments, however, publish materials that are not in the public domain, requiring both attribution and permission for such content.

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