

PCIC Europe Code of Conduct

1. PCIC Europe missions

The scope of the association is to hold an annual technical conference in Europe in the field of electrical, non-electrical and safety related items in connection with production, treatment and transport of crude oil and related raw materials and products, chemicals and chemical products and products of the Pharmaceutical Industry.

The purpose is to share good practices and improve competencies of engineers working in the field of process industries.

2. Purpose of the Code of Conduct

European Petroleum and Chemical Industry Committee (PCIC Europe) is a not-for-profit association managed and operated by representatives of the process industry on a voluntary basis. Therefore it can only work from the dedication and commitment of the volunteers in charge.

PCIC Europe Conferences involve different categories of people: Organizing Committees, Authors, Delegates and Sponsors. Each one of these categories has rights and duties to contribute to the success of the conferences. These rights and duties are described in different documents available when someone is joining one of these categories.

In any case these documents may be subject to interpretation and cannot claim to be exhaustive. In order to avoid misunderstandings and misleading expectations, this Code of Conduct intends to draw the guidelines to contribute positively to the development of PCIC Europe and eliminate inappropriate behaviour that could compromise PCIC Europe missions.

3. Member / Organizing Committees

The members of the different Organizing Committees are volunteers. Generally their respective time allocation and costs are supported by their respective companies.

Therefore the different Organizing Committees members:

- Shall register at the conference according to the conference terms and conditions
- Shall not benefit of any advantage regarding the conferences
- Shall not use their position in the Organizing Committee to “invite” people or give any advantage to other conference Delegate, Author, Sponsor.
- Shall not disclose unofficial information from internal documents or discussions to third parties without prior agreement from the organizing committee
- Shall adhere to anti competition rules as described in paragraph 7

4. Authors

The Authors contribute to the success of the conferences by the quality of their papers and presentations. In compensation they contribute to promote the expertise of their respective company. The PCIC Europe copyright is intended to give permission to PCIC Europe to publish the paper and to use

it to promote its Technical Conferences. The copyright also states that the contents of the paper are the sole responsibility of the author(s). Authors retain all rights to the technical contents.

Therefore the Authors:

- Shall register at the conference (as a minimum the presenting author) according to the conference terms and conditions
- Shall not benefit of any advantage regarding the conferences
- Shall not use their position to “invite” people or give any advantage to other conference Delegate, Author, Sponsor.
- Shall adhere to competition law code PCIC-Europe as described in paragraph 7

5. Sponsors

The Sponsors are essential to the financing of the conferences and PCIC Europe is committed to maximize Sponsors visibility in respect with the sponsorship terms and conditions. PCIC Europe is also welcoming Sponsors initiatives that may contribute to the conference attractiveness within the PCIC Europe commercialism rules and sponsorship terms and conditions.

In purchasing a sponsorship, the Sponsors:

- Shall register their representatives at the conference according to the conference terms and conditions
- Shall not benefit of any advantage beyond the sponsorship terms and conditions regarding the conferences.
- Shall not use their position to “invite” people or give any advantage to other conference Delegate, Author, Sponsor.
- Shall adhere to competition law code PCIC-Europe as described in paragraph 7

6. Delegates / Conference attendees

The venue of the Delegates is the fundamental goal of PCIC Europe and in that respect all efforts are mobilized to satisfy them. As part of these efforts PCIC Europe is calculating the registration fees fairly in order to maximize the conference attendance. In addition PCIC Europe is welcoming all remarks and suggestions from the Delegates for improving the conferences year to year.

In registering at the conference, the Delegates:

- Shall register at the conference according to the registration terms and conditions
- Shall not benefit of any advantage beyond the registrations terms and conditions regarding the conferences.
- Shall not transfer his/her registration to another person
- Shall not use their position to “invite” people or give any advantage to other conference Delegate, Author, Sponsor.
- Shall adhere to competition law code PCIC-Europe as described in paragraph 7

7. Competition Law Code PCIC-Europe

All members of and participants to meetings and events of PCIC-Europe (collectively “Participants”) are held to comply with the prevailing antitrust and competition law rules. For that purpose, each Participant shall:

- avoid to discuss or share any commercial and/or strategic company information, including information about prices, profit margins or costs, bids, offerings, market share, distribution practices, terms of sales, specific customers or vendors
- avoid to engage in any agreements - formal or otherwise - to fix or set prices or allocate products, markets, territories or customers;

Participants will ensure that meetings and conferences are preceded by an agenda listing legitimate topics and are followed by minutes in compliance with antitrust and competition law rules. Participants agree not to exchange any commercially sensitive or company strategic information during any formal and informal PCIC-Europe gathering.

Non-compliance with this Competition Law Code may, at the discretion of the PCIC-Europe Executive Committee, result into the withdrawal of PCIC-Europe membership and exclusion from PCIC-Europe’s activities.

8. Freedom from Commercialism

The technical papers, tutorials and poster and related presentations will be free from commercialism by all authors whether affiliated with manufacturers, users, or contractors. It is acceptable to present valid technical data. It is not acceptable to show company logos, use company names, use trade names, use trademarks, use facility names, or use facility locations. This applies to written paper, the presentation file, and to the contents of the oral presentation. Company names may only be used together with the authors’ names and email addresses at the start of the paper and the first slide of the presentation file. They may not be included anywhere else in the presentation file, including the information band in the bottom of the slides.

During question and answer sessions, participants shall refrain from asking any commercial questions. The PCIC-Europe appointed session chair shall stop any discussions that contain commercial content. Sponsors shall confine commercialism at the conference within the limits agreed with PCIC-Europe.

9. Closing remark

This code of conduct is required to be accepted by:

- authors and presenters, during the paper submission process,
- conference attendees, when registering
- sponsors, when accepting PCIC-Europe sponsor quotation
- committee members, before the General Assembly accepts their nomination