

Region 2 Conference Education – Responses to Questions from the Audience:

19 April 2013 – Morgantown, WV

1. Who approves conference MoU for geographic units?

The MoU is sent to the following titles (assuming that each is filled):

Chair, Vice-Chair, Secretary, Treasurer.

2. Where do we report any suspect conferences, suspect organizations or other conference activity?

Please send any information to the Technical Program Integrity Initiative (TPII) at tpii@ieee.org

3. Is there a standard IEEE contract template?

The standard Master Services Agreement can be found at the following page:

http://www.ieee.org/membership_services/services/financial/contracts/contract_templates.html

Specific contract templates for hotels and meeting management services can be found at:

http://www.ieee.org/conferences_events/conferences/organizers/contracts.html