



## Policy Statement for Speakers and Sponsors

Engagement of speakers for the Forum of Executive Women (the “FOEW”) programs whose business has a connection to the FOEW through a member:

1. It is permissible to engage a speaker for a FOEW program whose business has a connection to the FOEW member if the program’s planning group and/or program committee believes that the engaged speaker is highly qualified to speak on the program topic and the selection of this speaker is approved by the chairs of the planning group or program committee in consultation with the Executive Director.
2. A program speaker may provide information about her company or her work that may be available to attendees at check-in or the back of the room where the program is held; however, speakers should refrain from excessive promotion of business goals at the FOEW program.
3. Program speakers may receive a letter of understanding from the Executive Director or the Associate Director of the FOEW that the intent of the program is to educate FOEW members and guests and not to promote the business goals of the speaker.

Acceptance of sponsorship dollars from a company with a vested interest in the program or topic that could be viewed as a benefit to its business:

The FOEW can accept sponsorship dollars from a company that may have a vested business interest in the program topic but only if the program topic has been selected by the program’s planning group or the program committee, not by the sponsoring company, and the program content is fully controlled by the program’s planning group or the program committee. A program will not be created solely at the request of a program sponsor.

Acceptance of sponsorship dollars from a company when a member of that company is on the panel for the program:

When a company provides sponsorship support for a program, it is recommended that no employee of the sponsoring company be invited to participate on the panel. If there is a consensus within the program’s planning group or the program committee that a particular speaker would bring added value to the program then there must be included as part of the program individuals from other companies, in addition to the company that provided sponsorship for the program in question.