

**SUSS 2025 SUSTAINABLE ASIA CONFERENCE (“EVENT”)  
PARTICIPATION TERMS AND CONDITIONS**

The Event is organised by the School of Business, Singapore University of Social Sciences (“SUSS”).

BY REGISTERING FOR THIS EVENT, PARTICIPATING OR ATTEMPTING TO PARTICIPATE IN THE EVENT AND/OR USING THE EVENT SITE (“Site”), YOU ARE AGREEING TO THESE TERMS AND CONDITIONS (“Terms and Conditions”). THESE TERMS AND CONDITIONS ARE A LEGALLY BINDING AGREEMENT BETWEEN YOU AND SUSS WITH RESPECT TO THE EVENT.

SUSS reserves the right to modify these Terms and Conditions at any time, with such modifications taking effect immediately upon posting. Accordingly, we recommend that you check this page periodically. For your convenience, the date of the latest update will be posted at the bottom of this document.

**1. Registration**

1.1 You may attend the Event in one of two ways:

(a) By registering on SUSS’s designated platform ([Gevme](#)) and paying a registration fee plus prevailing GST ; or

(b) By making a qualifying donation through the official campaign page on [Giving.sg](#). As a token of appreciation, donors who contribute at or above the suggested amount will be provided with priority complimentary access to the Event. Complimentary passes may also be extended, at SUSS’s discretion, to donors of smaller amounts, subject to capacity.

You warrant that all information provided by you during the registration and/or donation process is accurate and complete.

1.2 Upon registration or your acceptance of a complimentary Event pass, you agree to be bound by these Terms and Conditions. SUSS may also require you to signify your agreement to these Terms and Conditions in a manner required by SUSS. Any breach of these Terms and Conditions by you may disqualify you from participating in this Event. If the information provided during online registration is found to be incomplete and/or inaccurate, you may be excluded from this Event.

1.3 Limited vacancies are available for this Event. Participation priority will be accorded as follows:

(a) Registrations completed with payment of the applicable registration fee will be given guaranteed access;

(b) Donors who contribute at or above the suggested donation amount will be given priority complimentary access;

(c) Donors who contribute below the suggested donation amount may be granted complimentary access subject to capacity and at SUSS's discretion.

Within each priority tier, participation is on a first-come, first-served basis, subject to the submission of a complete registration form together with proof of payment or the making of a qualifying donation by the registration closing date. Upon successful submission of your registration and payment or donation through the Event platforms, you will receive a confirmation email. It is your responsibility to ensure that you have received confirmation of your registration, and to promptly follow up with SUSS if you do not.

- 1.4 Your registration must be submitted with payment or qualifying donation completed no later than 11:59 p.m., **28 September 2025** ("**Closing Date**"). The date/time stamp on your submission will be used as the official submission date/time of your registration. Proof of submission does not constitute proof of receipt.
- 1.5 SUSS may, at its sole and absolute discretion, extend the submission deadline and/or registration deadline. SUSS reserves the right to accept or disregard registrations received by it after the Closing Date. No amendments may be made to any registration after the Closing Date without the written consent of SUSS.
- 1.6 SUSS reserves the right to change the date, time, and location of the Event due to technical or organisational needs, or for reasons beyond the reasonable control of SUSS, by announcing such changes on the website. All registered participants, whether via fee or donation, will retain access to the revised Event format.
- 1.7 Registration Fees and Discounts
  - 1.7.1 All registration fees are non-refundable, except in the event that SUSS cancels the Event in its entirety. In such cases, SUSS will refund the registration fees paid, less any applicable administrative charges, at its sole discretion. No refunds will be provided for partial cancellation, postponement, or changes in Event format, including changes from physical to virtual format.
  - 1.7.2 Registration fees vary according to participant category and the applicable registration period.
  - 1.7.3 Category-Based Rates
    - 1.7.3.1 Participant categories include, but are not limited to, Faculty (Academics), Industry Professionals, and Students (including Doctoral and Master's Candidates).
    - 1.7.3.2 To qualify for category-based rates, registrants must provide satisfactory proof of eligibility upon request. SUSS reserves the right to determine, in its sole and absolute discretion, the sufficiency and validity of any proof submitted.
    - 1.7.3.3 Faculty rates apply only to participants whose primary employment affiliation is with a university or research institution. Industry professionals holding courtesy, visiting, or adjunct titles are not eligible for Faculty rates and must register at the Industry rate.
    - 1.7.3.4 For presenters, the Student rate applies only if the presenter is also the first author of the accepted submission. Otherwise, the Faculty or Industry rate applies.
    - 1.7.3.5 SUSS reserves the right to reclassify any registration where eligibility has been misrepresented. Participants will be required to pay the difference before access is granted. Failure to do so may result in denial of entry without refund.

1.7.3.6 Category-based discounts are non-transferable and valid only for the individual registrant to whom they were originally applied.

#### 1.7.4 Period-Based Discounts

1.7.4.1 Period-based discounts, such as Early Bird rates, are only valid during the specified promotional periods, as determined by SUSS. All deadlines are based on Singapore time (GMT+8).

1.7.4.2 Period-based discounts will not be applied retroactively to completed registrations.

1.7.4.3 SUSS reserves the right to change, withdraw, or amend any period-based discount scheme, including the applicable rates, at its sole and absolute discretion and without prior notice.

#### 1.7.5 General Discount Terms

1.7.5.1 Discounts cannot be combined with any other promotions, offers, or discount schemes unless expressly stated otherwise by SUSS.

1.7.5.2 Any changes to your registration category or timing after completion of registration will not entitle you to any adjustments of fees, whether by refund, credit, or otherwise.

## 2. Equipment and Costs

2.1 Your participation in the Event is at your own risk and expense. You are solely responsible for all costs and expenses associated with your participation in the Event.

2.2 SUSS will be responsible only for providing electrical outlets (for electrical devices) and internet connectivity to participants of the Event, which are subject to availability and limitations imposed by third-party service providers.

## 3 Abstract Submission, Review, Conflicts of Interest, and Post-Acceptance Requirements

3.1 Each abstract submission will be co-reviewed by an academic expert and an industry practitioner. The final composition of the co-reviewers and the allocation of submissions for review will be determined by SUSS, in its sole and absolute discretion.

3.2 In the case of submissions by SUSS faculty members or any other submissions where a potential conflict of interest is identified, SUSS will take reasonable steps to ensure that the submission is reviewed independently and impartially, including routing the submission to external academic reviewers who are not affiliated with SUSS. While SUSS will endeavour to manage conflicts of interest appropriately, SUSS's decisions in this regard shall be final.

3.3 The identity of reviewers will generally remain confidential. Authors will not have the ability to challenge or object to the assignment of reviewers.

3.4 Participants whose abstracts are accepted after the initial review process will be invited to give a presentation at the Event. Following acceptance, participants may optionally submit a full paper, in accordance with the Event guidelines and timelines, if they wish to be considered for a Best Paper Award. Participants who wish to be considered for inclusion in any post-conference publication, including an edited book arising from the Event, must likewise submit an extended abstract or a full paper in accordance with the Event guidelines and timelines.

#### **4. Eligibility and Determination of Best Paper Awards/Prizes**

- 4.1 Only participants who have submitted a full paper in accordance with the Event guidelines and timelines will be eligible for consideration for the Best Paper Award(s). SUSS reserves the right to determine the eligibility of submissions for the Best Paper Award(s), and the number of award(s) to be conferred, at its sole and absolute discretion.
- 4.2 Only eligible submissions and their corresponding presentations will be reviewed and evaluated by the respective personnel (judges) appointed by SUSS.
- 4.3 The judges will, in their sole and absolute discretion, select the prize winners. All decisions by the judges are final and not subject to review, appeal or reconsideration.
- 4.4 Winners will be selected based on the following criteria for their submission and presentation:
  - (a) originality and contribution to knowledge;
  - (b) research rigour and methodological soundness;
  - (c) practical relevance and applicability;
  - (d) clarity and quality of presentation; and
  - (e) impact and potential for real-world implementation.
- 4.5 The judges reserve the right to interpret and apply these criteria at their sole and absolute discretion and to withhold any prize if they determine, in their sole and absolute discretion, that there are no deserving submissions and/or presentations.

#### **5. Prizes**

- 5.1 All prizes, including the prizes available and the eligibility criteria for receiving prizes, are determined by SUSS in its sole and absolute discretion. SUSS reserves the right at any time to change the prizes available or eligibility criteria for receiving prizes, including substituting any prize with other items.
- 5.2 The receipt of prizes is subject to availability (including the relevant sponsors having provided the prizes and/or funding as anticipated by SUSS).
- 5.3 All taxes and other expenses, costs, or fees associated with the acceptance and/or use of any prize are the sole responsibility of the winners. Prizes cannot be transferred or substituted by any winner, including exchanging them for cash or other prizes.
- 5.4 If a prize is unclaimed by a winner within one (1) month from the conclusion of the Event, SUSS may forfeit the prize and/or select an alternative winner at its sole and absolute discretion.

#### **6. Disqualification**

- 6.1 You may be immediately disqualified from participating (or from further participation) in the Event if SUSS, in its sole and absolute discretion, determines that:
  - (a) your submission (abstract, extended abstract, full paper, poster, or presentation) (i) contains any element or content that is malicious, corrupt, inappropriate, or offensive; (ii) infringes the intellectual property rights of any

third party; (iii) violates any applicable law; or (iv) violates or does not comply with these Terms and Conditions; and/or

- (b) you have engaged in any of the following: (i) verbal abuse of another participant or SUSS staff; (ii) inappropriate touching of or harm to another participant or SUSS staff; (iii) breach of these Terms and Conditions or any other agreement entered into in connection with the Event; (iv) compromising (or attempting to compromise) the spirit, integrity, or legitimate operation of the Event, including by cheating, hacking, creating a malicious bot or other automated program or by committing fraud in any way; (v) misrepresentation of eligibility in the registration process, including false claims to student, faculty, or industry status; or (vi) continued participation may affect your health or personal well-being.

6.2 In exercising its right to disqualify you, SUSS may, in its sole and absolute discretion, determine whether to disqualify you.

6.3 Where disqualification arises from misrepresentation of registration category or eligibility, Clause 1.7.3.5 shall apply.

## **7. Intellectual Property and Licensing**

7.1 Subject to Clause 7.2, you will retain full ownership of all intellectual property rights in any abstract, extended abstract, full paper, poster, or presentation ("Submission") that you submit for the Event. Submission of your work does not transfer any intellectual property rights to SUSS.

7.2 You hereby grant to SUSS a non-exclusive, irrevocable, royalty-free, worldwide, perpetual licence to use, reproduce, display, distribute, and publicly post your abstract on SUSS websites, in Event materials (such as abstract booklets or promotional content), and for archival and record-keeping purposes.

7.3 Additionally, you grant SUSS a non-exclusive, irrevocable, royalty-free right to publicly display, during the Event, any work created by you in connection with your participation, including posters and presentation slides. Such display shall be limited to the live or incidental exhibition of your work during the Event itself and shall not include public distribution or permanent publication of your full materials without your prior written consent.

7.4 Your Submission will not be deemed formally published by SUSS in a manner that would prejudice your eligibility to submit the underlying work for publication elsewhere, unless otherwise explicitly agreed in writing.

7.5 If you have submitted an extended abstract or full paper, you may indicate at the point of submission whether you wish to be considered for inclusion in any post-conference publication. Indicating your interest constitutes consent to have your work reviewed for such purposes. For the avoidance of doubt, indicating your interest does not constitute an agreement to publish, nor does it transfer any intellectual property rights beyond those specified in these Terms and Conditions.

7.6 Inclusion in any post-conference publication remains subject to selection by the organisers and/or the relevant publisher, and to your acceptance of the terms and conditions of any separate publication agreement that may be required. SUSS reserves the right to nominate selected submissions for consideration by publishers, regardless of whether authors have indicated interest, provided that any final publication remains subject to the author's consent and the publisher's terms.

## **8. Warranties**

- 8.1 You represent, undertake, and warrant that your Submission will not infringe the intellectual property rights or other proprietary rights (including confidential information or trade secrets) of any third party.
- 8.2 You represent and warrant that, at the time of submission to the Event, the version of the work submitted by you has neither been formally published elsewhere nor is under current review for publication in any peer-reviewed journal, book, or publicly accessible conference proceedings. You further represent and warrant that, if the submitted work or substantially similar work has been previously presented at another conference, symposium, or meeting, you have disclosed this fact at the time of submission. SUSS reserves the right, at its sole and absolute discretion, to determine eligibility for presentation at the Event.
- 8.3 You acknowledge and agree that the Event is conducted in a public or semi-public setting, and that SUSS does not guarantee the confidentiality of any materials you disclose or present at the Event.

## **9. Disclaimers**

- 9.1 The Event, and any services or materials provided by SUSS in connection with the Event, are made available on an “as is” and “as available” basis.
- 9.2 SUSS disclaims all representations, conditions and warranties of any kind, whether express, implied or otherwise, in relation to the Event and the services or materials provided in connection with the Event. SUSS further disclaims all liability in respect of the Event, to the extent permissible by law. Notwithstanding any part of these terms, SUSS reserves the right to discontinue, terminate, or postpone the Event at any time, in its sole and absolute discretion, without prior notice to you and without incurring any liability to you.

## **10. Limitation of Liability**

- 10.1 In no event shall SUSS be liable to you for any special, indirect, incidental, or consequential damages of any nature whatsoever, including any loss of profits, loss of revenue, contracts, anticipated savings or business, pure economic loss, loss or corruption of data, loss of opportunity, and/or expectation loss. To the extent that SUSS may be liable to you, its aggregate liability to you, whether in contract, tort (including negligence), or otherwise for any and all losses, damage or liabilities caused by or arising from any breach, failure, or default in performing any of its obligations (whether arising under these terms or at law), and regardless of the number of claims, shall not exceed the aggregate sum of S\$100.

## **11. Indemnities**

- 11.1 In the event of any breach of these Terms and Conditions by you, or any act or omission by you which results in a breach, you shall indemnify, keep indemnified, and hold SUSS harmless from and against all actions, proceedings, claims, demands, losses, damages, costs, legal costs, and other expenses of any nature which may be made or brought against, suffered, or incurred by SUSS, whether directly or indirectly.

## **12. Personal Data**

- 12.1 Your personal data will be collected in the course of your participation in the Event, including during the registration process and the taking of photographs or other recordings during the Event (“**Images**”). All personal data will be processed and retained by SUSS in accordance with the *Personal Data Protection Act 2012* and SUSS’s privacy policy (available at <https://www.suss.edu.sg/privacy-statement>).
- 12.2 You consent to SUSS’s use and disclosure of your personal data for the following purposes: (a) processing your registration; (b) administering and planning your participation in this Event; (c) maintaining a database of Event participants; (d) processing prize distribution if you are one of the winners of the Event; (e) responding to your queries about the Event; (f) obtaining your feedback on your Event experience; and (g) sending you updates and news on future events organised by SUSS that may be of interest to you. It may be necessary for SUSS to disclose your personal data with its agents and service providers in relation to the stated purposes, as well as to third parties funding and/or jointly organising the Event.
- 12.3 You consent to SUSS’s use of your personal data in connection with the Event, including the use of your name and publication of the Images on such media platforms as SUSS may from time to time determine, for the purposes of promoting or reporting on the Event, without additional compensation, notification, or permission, unless prohibited by law.
- 12.4 You agree that SUSS has complete ownership of all Images, audio recordings, and similar materials that may contain your likeness, image and/or voice, including the entire copyright, and that SUSS may use them for any purpose it deems appropriate in connection with the Event. These uses include, but are not limited to, reproductions, advertisements, promotional videos, educational materials, and illustrations, in any medium now known or later developed, including the internet. You release SUSS from any and all claims which arise out of, or are in any way connected with, such use.

### **13. Third Parties**

- 13.1 Your participation in the Event may require you to accept or enter into separate agreements with third parties (e.g., content and/or service providers). These third parties are not agents of SUSS and SUSS is not responsible for their actions or omissions. These Terms and Conditions shall not in any way affect your agreements with these third parties.
- 13.2 SUSS disclaims any and all responsibility and liability for any acts, omissions, defaults, or failures of any third parties, including but not limited to venue providers, service providers, internet connectivity providers, and sponsors, engaged in connection with the Event.

### **14. General Provisions**

- 14.1 Clauses 7, 8.1, 9, 10, 11 and 12 shall survive the termination of these Terms and Conditions or the conclusion of the Event. These Terms and Conditions constitute the entire agreement between you and SUSS with respect to the Event, and supersede any prior representations or arrangements, whether written or oral, relating to the Event.
- 14.2 The invalidity, illegality, or unenforceability of any part of these Terms and Conditions shall not affect the validity, legality, or enforceability of other parts. A waiver of a party’s rights must be in writing and shall not prevent that party from exercising the same or any other rights in the future.

- 14.3 No third party shall have any right to enforce or enjoy the benefit of these Terms and Conditions under the Contracts (Rights of Third Parties) Act (Cap. 53B).
- 14.4 These Terms and Conditions shall be governed by, and construed in accordance with, the laws of Singapore. In the event of any dispute arising out of or relating to the Event or these Terms and Conditions, the parties agree to submit to the exclusive jurisdiction of the Singapore Courts.
- 14.5 SUSS may amend, modify, or update these Terms and Conditions from time to time to reflect operational requirements, changes in applicable laws, or other relevant circumstances. Any such changes shall be effective upon posting on the Event website or by other reasonable means of notification. By continuing to participate in the Event after such changes are made, you agree to be bound by the updated Terms and Conditions.

**15. Force Majeure**

- 15.1 SUSS shall not be liable for any failure or delay in performing its obligations under these Terms and Conditions if such failure or delay results from events, circumstances, or causes beyond its reasonable control, including but not limited to acts of God, natural disasters, epidemics or pandemics, acts of terrorism, war, governmental action, labour disputes, power failures, or failure of suppliers, service providers, or other third parties.

**16. Insurance**

- 16.1 You acknowledge and agree that you are solely responsible for arranging your own insurance coverage in connection with your attendance at and participation in the Event, including coverage for travel, medical, and personal property risks. SUSS does not provide insurance coverage for participants and assumes no liability for any loss, damage, or injury that you may incur.

Date updated: 28 August 2025