

All General Chairs of SPS Conferences, Workshops, or Symposium (“Event(s)”), are required to read, understand, & commit to the following statement.



"As General Chair for an IEEE Signal Processing Society Conference, Workshop, or Symposium ("Event"), I agree to comply with all terms and conditions set forth by IEEE and SPS. This includes adherence to the [IEEE Code of Conduct](#), [IEEE Policies](#), [SPS Policies](#), procedures, guidelines, and standard practices.

Specifically, I commit to:

- ▶ *Following the [SPS Conference Organizer Guidelines](#).*
- ▶ *Meeting IEEE requirements, including achieving a 20% surplus.*
- ▶ *Recording all educational content from the Event for the SPS Resource Center.*
- ▶ *Utilizing the Patron and Exhibitor Prospectus as set by the Conferences Board.*
- ▶ *Fostering positive working relationships with SPS-appointed vendors and staff, including the designated exclusive customer relationship management, sales, and fulfillment provider.*

Furthermore, I will ensure that all members of the Organizing Committee and vendors are fully aware of and comply with these policies and guidelines, including legal, financial, and ethical standards, throughout the planning and execution of the Event. Any concerns or violations will be reported immediately to the VP-Conferences."

Acknowledgement is distributed through a Smartsheet request. Last updated April 2025.

