



**Union Internationale  
de Spéléologie**  
[www.uis-speleo.org](http://www.uis-speleo.org)

# **Speleological Events Support Guidelines**

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## **ARTICLE 1**

### ***Introduction***

All speleological events which are related to the aims and objectives of the UIS, whether of a general, international, national or even regional nature, are of interest to the UIS. This document defines details for possible UIS support of such events.

## **ARTICLE 2**

### ***Classification of events***

#### **1. Congresses, symposia, meetings, workshops and similar events**

These events involve technical, scientific and/or cultural presentations, and associated excursions, or practical or educational activities that relate to speleology.

#### **2. International Speleological Expeditions**

International expeditions (projects) focused on exploration or study or protection of caves and karst, with emphasis on the educational, technical or scientific cooperation with the local speleological community.

## **ARTICLE 3**

### ***Levels of Support***

#### **1. Formal support**

Basic level of support authorizing use of the official UIS logo for promotion and advertising of the event. The logo of the UIS should be used on all materials like posters, folders, banners, website and any other printed or electronic matters. The logo should be accompanied by a phrase that the event is supported by UIS.

#### **2. Patronage of UIS**

Advanced level of support, authorizing use of the official UIS logo for promotion and advertising of the event and a requirement

to provide space for a UIS stand and speech during the opening ceremony or other similarly major activity.

The logo of the UIS should be used on all materials such as posters, folders, banners, website, and any other printed or electronic materials. The logo should be accompanied by a phrase that the event is organized under patronage of UIS.

The event organizers should provide relevant exhibit space for use by the UIS. The official speech should be reserved for the UIS President or UIS official representative.

#### **3. Financial support**

This type of support requires the same obligations as for Patronage from the organizers, but the logo should be accompanied by a phrase that the event is organized with financial support of UIS and official UIS representation (usually participating UIS Bureau members) will also be exempt from paying the registration fee. The amount of financial support from the UIS depends on the importance of the funds to the project and the financial capabilities of the UIS.

## **ARTICLE 4**

### ***Conditions and obligations***

#### **1. General conditions**

Requests for support must be submitted digitally or physically by the person who is leading, organizing, or coordinating the event. It should contain a short description of the event including its purpose, scope, location, date, organizers, expected outcome, and the level of support requested.

Official documents of the event should be attached. Requests for support have to be addressed to the UIS Bureau via the Secretary General. Requests should be sent as early as possible to allow enough time for review, consultation and responsible decision.

## 2. Agreement with Regulations of the UIS

The request for support should explicitly show that the proposed event is in agreement with the [Statutes](#), [Internal Regulations](#), and [Code of Ethics of the UIS](#).

## 3. Special conditions for financial support

Request for financial support has to define the requested amount, and specify the expenses that would be paid with UIS money.

Financial support may not be used for indirect costs and other expenses not directly related to the event. Fringe benefits (salaries, legal actions, land acquisition, endowments, construction of permanent field stations, etc.) are also excluded.

## 4. Obligation of event outcomes

Within 3 months of the conclusion of the event (conference, expedition, or other supported activity), a summary report of the outcomes will be sent to the UIS Bulletin for publication.

Any kind of official electronic or printed outcomes of the supported event, including but not limited to proceedings, reports, posters, videos, etc., has to be provided to the UIS Archive via the UIS Vice President of Administration no later than 6 months after the conclusion of the event.

The UIS reserves the right to publish any reports, photographs, or other obligated materials received on the UIS website, in the [UIS Bulletin](#), or for any UIS promotional activity. If the event includes any media outcomes, one copy has to be also provided for UIS Archive. All other kinds of electronic or printed material related to the event are welcome.

## 5. Special conditions for speleological expeditions

Expedition participants have to be from at least from 3 different countries, one of which is recommended to be the host country where the project will be conducted.

Where UIS funds are limited, preference will be given to projects that include local cavers and include participants from greater numbers of countries. The [Code of Ethics of the UIS](#) states:

*In many cases it will be necessary to obtain prior official permission in the country to be visited. In addition, as a matter of courtesy it is necessary to inform one or more of the following: the national speleological organisation; the UIS national delegate; local caving club(s); and relevant individuals from whom cooperation is sought.*

UIS support will not be provided if this important condition is not met.

The official expedition report, including photographs and maps, has to be provided in electronic, fully edited form, to the UIS Archive via the Vice President of Administration no later than 1 year after the expedition.

## ARTICLE 5 Grant of support

The UIS has no legal or moral obligation to provide support for an event.

If an event is supported, an official letter of support will be issued by the Secretary General and the event will be included on the UIS website calendar of international speleological events and other UIS social media. Other details can be communicated between the event Organizers and the UIS Bureau. Proper use of UIS logo is defined in [UIS Visual Identity Guide](#).

If the organizers of an event that receives UIS support do not meet the requested obligations, or provide any untrue information, they automatically lose UIS support and must return all money provided by the UIS back to UIS account immediately. In case any of any fraudulent behavior, the UIS Bureau is justified to use all necessary legal means to protect UIS rights.