

## PROSPECTIVE SPEAKER

### 1.0 Eligibility Norms

1. **InDEE** 'Speaker' is a distinct member who has achieved extraordinary accomplishments in any of the fields of interest that are deemed fitting to the services of **InDEE** as mentioned in website [www.indee.net](http://www.indee.net) or Institute Profile.
2. **InDEE** 'Speaker' is selected on qualifications, previous experiences, achievements, caliber, skill, speaking abilities, and audience feedback with sufficient involvement in - public or private service, education and training, science and technology, environment and socio-economic, sustainable development, awareness, health services, professional work, research, publications, strategies and policies, or other work of a similar nature, etc.
3. **As InDEE** 'Speakers' typically appear before a wide range of audiences in many different venues. The 'Speakers' should be able to capture the essence or theme or topic of **InDEE** organized events - conferences, symposium, seminars, workshop, meetings, lectures, etc. and be able to highlight it to the audience in a short period of time.

### 1.2 Opportunities and Responsibilities

1. **InDEE** 'Speaker' is expected to share and contribute their expertise services and knowledge with an aim of attaining environmentally sustainable development and make our 'Earth' only livable planet a safe place for the future generation to thrive and abiding to 'Our Vision': "Prosperity with Love, Peace, Harmony and Environmental Integrity".
2. **InDEE** Speaker's picture, name, affiliation and short resume (130 to 150 words) will be shown on **InDEE** websites.
3. You may get chance to be a 'Keynote Speaker' or 'Speaker' for **InDEE** organized events - conferences, symposium, seminars, workshop, meetings, lectures, etc.
4. You are welcome to submit proposals to organize workshops or special sessions for **InDEE** conferences.
5. You may register for the **InDEE** organized events - trainings, conferences, symposium, seminars, workshop, etc. with a discounted price.
6. You can organize conferences at your location or Institute with a proposal submitted, however it will be under the jurisdiction of **InDEE**. You will be part of the organizing committee.
7. You may be part of the Committee for the conferences which are related to your research field i.e. you will be assigned to be the committee or chair of the relevant conference.
8. Assist **InDEE** to promote activities such as - conferences, symposium, seminars, workshop, trainings, meetings, lectures, etc.
9. You can be an Instructor for **InDEE** organized short-term training courses and will be paid as per the agreements reached.
10. You may be invited to be the reviewer of the journal, proceedings, books, etc. whenever needed.

### 1.3 Terms and Conditions

1. **InDEE** 'Speaker' position is for a period of three years from the date of confirmation. It may be renewed for consecutive terms automatically without prior notice.
2. **InDEE** Management has the authority and right to terminate or remove anyone from 'Speaker's Team List' without any prior notice or conditions or permissions.
1. **InDEE** 'Speakers' are not allowed to accept honoraria, stipends or fees for speaking from '**Third Party**' for **InDEE** organized events or programs or in the name of **InDEE** unless approved by **InDEE** in written.

3. Please note that **InDEE/Organizer** does not pay any allowances, fund the travel and accommodation for events such as – conferences, symposium, seminars, workshop, trainings, meetings, lectures, etc. to the ‘Speaker’.
4. The services of ‘Speaker’ to **InDEE** are provided strictly on freelancer basis, voluntary capacity and without any express or implied promise of salary, compensation or other payment of any kind whatsoever unless and until with separate contract signed.
5. However, for certain services or event or program, proper credit or compensation or payment will be provided based on event-to-event basis agreed through contract signed from the parties involved, prior to the starting of the services or event or program.
6. The ‘Speaker’ guarantees to **InDEE** that the contents of his/her resume, presentation and any documents provided are true and do not reveal confidential information or in any manner infringe the rights of a third party.
7. The ‘Speaker’s’ participation in the any events or programs is an important contribution and contributes significantly to the success of the event or programs. You agree that you will only cancel your participation due to external circumstances beyond your control. Should you need to cancel your attendance for the above reasons, please immediately inform the **InDEE/Organizers**. **InDEE/Organizer** reserves the right to appoint replacement speakers. In no case shall a replacement speaker be sent without consultation with the **InDEE/Organizers**.
8. The **InDEE/Organizer** reserves the right to cancel the event, to change the date, the venue and/or the program, etc. Speaker will be intimated 2-4 weeks before the event.
9. **InDEE** ‘Speaker’ should uphold the values and objectives of the organization / institute.
10. **InDEE** reserves the right to modify any service as part of our policy of meeting the highest possible standards. The relevant modification and changes will be informed.
11. If you want us to remove your personal details and withdraw from ‘Speaker’ list, please send an email to: [info@indee.net](mailto:info@indee.net) and receive confirmation.

#### 1.4 Requirements

1. Application Form (soft copy) duly filled for ‘Speaker’ position.
2. Separate picture (high resolution) as per the format.
3. Short resume strictly within 130 to 150 words.
4. Complete CV for data bank and incase of requirements.
5. Scanned copies of certificates and supporting documents.
6. All documents submitted should be in soft copy.



Institute for Delve & Evolution for Excellence  
**APPLICATION FORM**  
**Prospective Speaker**

- ❖ Please Type-fill the membership form
- ❖ Font size 11 and Times New Roman.
- ❖ To select mark by 'tick' or 'star' where ever required.
- ❖ All application must be submitted in soft copies.
- ❖ Submit with all the requirements listed in Para no. 8.

Color Photographs

**1. Name:**

Prof./Dr./ Mr./Mrs./Ms./ Eng./Etc.	First Name	Middle Name	Surname

**2. Current Position**

Position	
Affiliation and Address	

**3. Gender:**

Male	Female

**4. Date of Birth:**

DD	MM	YYYY

**5. Languages Known**

S.N.	Language	Write	Read	Speak
01				
02				
03				
04				
05				
<i>Excellent: A; Good: B; Average: C; Not capable: D</i>				

## 6. Interested Lecture Topics – Keywords


## 7. Permanent Residential Address

Building / Office / Company Name	
House No.	
Street	
Post Box No. and PIN	
City	
District	
State / Province	
Country	
Land Line No.	
Mobile No.	
Fax	
Email	

## 8. Requirements Submitted

S. N.	Particulars	Yes	No
01	Short Resume (Strictly 100 to 150 words)		
02	Complete CV		
03	Photograph as per format		
04	Highest Degree (Qualification) Certificates		

## DECLARATION

- I hereby declare I have read completely the Sections 1.1 (Eligibility Norms), 1.2 (Responsibilities and Opportunities), 1.3 (Terms and Conditions) and 1.4 (Requirements) and hereby agree and abide to it.
- I have willingly joined the **InDEE** 'Speaker' and not forced into it. I am committed to it.
- I hereby declare that all the statements made by me in the application form and information in the documents and certificates are true and complete to the best of my knowledge and belief and nothing has been concealed or suppressed.
- I also understand that in case, any of my statements is found untrue during any stage thereafter, I shall be disqualified for the post and I shall be liable for action.

Signature	Place	Date