

The University of the West Indies Global Campus

Climate Conference 2027

Toward a Climate Smart Future: Resilience | Innovation | Adaption

Conference Registration Terms and Conditions

Conference Dates: April 7–9, 2027

Location: Grenada

1. Introduction

These Terms and Conditions govern registration and participation in **The University of the West Indies (The UWI) Global Campus Climate Conference 2027** ("the Conference"). By registering for the Conference, participants acknowledge that they have read, understood, and agree to abide by these Terms and Conditions.

2. Registration

- Registration is considered complete only upon submission of the online registration form and receipt of full payment (where applicable).
 - All registration information provided must be accurate and complete.
 - Participants are responsible for ensuring that their contact information remains current.
 - The Conference Secretariat reserves the right to refuse or cancel any registration that contains false or misleading information.
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3. Registration Fees

Where applicable:

- Registration fees are quoted in the designated conference currency.
- Payment must be received before the applicable registration deadline.
- Access to conference activities may be denied if payment has not been received.

- Participants are responsible for any bank charges, transfer fees, or currency conversion fees.
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4. Confirmation of Registration

Upon successful registration and payment (where applicable), participants will receive:

- A registration confirmation email
- A payment receipt (if applicable)
- Conference updates prior to the event

Participants should retain their confirmation email for check-in.

5. Cancellation and Refund Policy

Participant Cancellation

Cancellation requests must be submitted in writing to the Conference Secretariat.

Refunds may be processed as follows:

- **On or before February 15, 2027:** Full refund, less any applicable administrative processing fee.
- **February 16 – March 15, 2027:** 50% refund.
- **After March 15, 2027:** No refunds will be issued.

Substitutions of registered participants from the same organization may be permitted with prior written approval.

Where a substituted participant has an associated hotel room reservation, the substitution of that reservation is subject to the hotel's own booking and guest policies, which may not permit changes to the named guest on a reservation. Participants are advised to confirm directly with the hotel whether a room reservation can be transferred to a substitute attendee.

6. Conference Changes

The University reserves the right to:

- Modify the conference programme
- Substitute speakers
- Change session times
- Change venues within Grenada if necessary
- Cancel sessions due to unforeseen circumstances

Reasonable efforts will be made to notify registered participants of significant changes.

7. Cancellation of the Conference

The University's ability to hold the Conference as planned may be affected by circumstances beyond its reasonable control, including Acts of God, natural disasters, severe weather events, government restrictions or regulations, public health emergencies, war, terrorism, riots, strikes, or disaster (each, a "Force Majeure Event"), where such event makes it illegal, impossible, or genuinely impracticable for the Conference to proceed as planned.

If a Force Majeure Event occurs, the University will:

- Notify registered participants as soon as reasonably practicable; and
- Use reasonable efforts to reschedule the Conference or relevant sessions.

If the Conference cannot be rescheduled following reasonable efforts to do so, the University will provide participants with a refund of registration fees paid, where applicable, less any costs already irrecoverably incurred by the University in connection with the Conference (such as non-refundable venue, catering, or supplier commitments).

The University shall not be liable for any airline tickets, hotel costs, visa expenses, ground transportation, or other personal travel expenses incurred by participants as a result of a Force Majeure Event or any other cancellation, postponement, or modification of the Conference.

For the avoidance of doubt, this clause does not affect the cancellation and refund terms applicable to a participant's own decision to withdraw from the Conference, which are addressed separately under Section 5.

8. Travel and Accommodation

Participants are responsible for arranging and paying for:

- Airfare
- Accommodation
- Travel insurance
- Visa requirements
- Ground transportation

The Conference Secretariat may provide general travel information but accepts no responsibility for individual travel arrangements.

9. Visa Requirements

International participants are responsible for:

- Determining whether a visa is required.
- Applying for the appropriate visa in sufficient time.
- Meeting all immigration requirements.

Letters of invitation may be issued solely for visa purposes upon request and do not imply financial support or guarantee visa approval.

10. Code of Conduct

The UWI is committed to providing a professional, respectful, and inclusive environment.

Participants are expected to:

- Treat all attendees with courtesy and respect.
- Foster an environment free from discrimination, harassment, intimidation, or disruptive behaviour.
- Comply with venue policies and instructions from conference staff.

The University reserves the right to remove any participant whose conduct is deemed inappropriate, without refund.

11. Photography and Recording

Photographs, video recordings, and audio recordings will be taken throughout the Conference, including general session coverage, audience and crowd shots, and venue-wide photography and videography. By registering for and attending the Conference, participants acknowledge and accept that they may appear in this general coverage, and that such materials may be used by The UWI for educational purposes, conference reports, promotional materials, social media, and future conference marketing.

Participants who do not wish to be individually or prominently photographed or filmed (for example, in posed photographs, close-up shots, or content specifically featuring them) may request a no-photo indicator (such as a ribbon or sticker) at registration or check-in. Photographers and videographers will be instructed to avoid deliberately photographing or filming individuals wearing this indicator as the subject of a photograph or video.

Participants should note, however, that this indicator cannot guarantee exclusion from general audience shots, wide-angle photography, session or panel video recordings, livestreams, or other content where the participant is not the intended subject but may incidentally appear in the background or as part of a crowd. The University will make reasonable efforts to be mindful of participants' preferences, but cannot guarantee that any individual will be entirely absent from such general coverage, and does not undertake to review, edit, or remove individuals from footage after the fact.

Participants with concerns about appearing in filmed sessions are encouraged to contact the Conference Secretariat in advance to discuss seating or attendance options for specific sessions.

12. Intellectual Property

Unless otherwise indicated:

- Presentations remain the intellectual property of the presenters.
- Conference materials provided to participants are for personal use only.
- Recording, reproducing, or distributing presentations without prior written permission from the presenter is prohibited.

13. Personal Data and Privacy

The University collects and processes personal information provided during registration solely for purposes related to the administration of the Conference, including:

- Registration management
- Communication with participants
- Badge production
- Attendance reporting
- Conference logistics
- Post-conference follow-up

Personal data will be processed in accordance with applicable data protection legislation in Grenada and The University of the West Indies' Data Protection Policy.

Participants' data will not be shared with third parties except where necessary for Conference administration, or where required by law. Participants should note that hotel accommodation bookings made directly with the hotel are governed separately by the hotel's own data collection and privacy practices, over which the University has no control and for which the University accepts no responsibility.

Personal data will be retained only for as long as necessary to fulfil the purposes set out above and to meet any applicable legal, regulatory, or institutional record-keeping requirements, after which it will be securely deleted or anonymized.

Subject to applicable law, participants may request access to, correction of, or deletion of their personal data by contacting the Conference Secretariat using the details in Section 19. The University will respond to such requests within a reasonable time.

14. Health and Safety

The University and the venue will take reasonable steps to maintain a safe and secure environment for all Conference activities, including compliance with applicable venue safety regulations and emergency procedures.

Participants agree to comply with:

- Venue safety regulations

- Public health requirements, if applicable
- Emergency procedures communicated during the Conference

As with any professional event, participants are responsible for their own personal well-being and are encouraged to advise the Conference Secretariat in advance of any health or accessibility needs that may require accommodation.

15. Liability

Save in respect of death or personal injury arising from the negligence of the University, its agents, or employees, the University shall not be liable for:

- Personal injury
- Loss or theft of personal belongings
- Damage to personal property
- Travel delays
- Missed transportation
- Hotel cancellations

Nothing in these Terms and Conditions excludes or limits the University's liability where such exclusion or limitation is not permitted under applicable law, including liability for death or personal injury caused by negligence, or for fraud or fraudulent misrepresentation.

Subject to the foregoing, and to the fullest extent permitted by law, the University's liability arising out of or in connection with the Conference shall be limited to the amount of the Conference registration fee paid by the participant, where applicable.

16. Sustainability Commitment

The Climate Conference promotes environmentally responsible practices.

Participants are encouraged to:

- Minimize waste.
 - Bring reusable water bottles.
 - Use digital conference materials where possible.
 - Participate in sustainability initiatives organized during the Conference.
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17. Amendments

The University reserves the right to amend these Terms and Conditions at any time. Updated versions will be posted on the Conference website and communicated to registered participants where appropriate.

18. Governing Law

These Terms and Conditions shall be governed by and construed in accordance with the laws of Grenada and the policies of **The University of the West Indies**.

19. Contact Information

Conference Secretariat

The UWI Global Campus Climate Conference 2027
The University of the West Indies Global Campus

Email: climate.conference.gc@uwi.edu

Telephone: + (473) 440-2451

Conference Website: <https://global.uwi.edu/climate-conference-2027>

Participant Declaration

By submitting my registration, I confirm that:

- ☐ I have read and agree to the Conference Terms and Conditions.
- ☐ I understand the Conference Cancellation and Refund Policy.
- ☐ I consent to the collection and processing of my personal information for Conference administration in accordance with applicable data protection laws and The University of the West Indies' Data Protection Policy.
- ☐ I agree to abide by the Conference Code of Conduct.