

CEA: Knowledge Dissemination Policy

1 Purpose

To maximise the public benefit arising from CEA's conferences, seminars and research by ensuring that educational content is freely accessible to a wide audience in a timely manner.

2 Scope

Applies to all technical conferences, webinars, workshops and research outputs funded or organised by CEA.

3 Publication Commitments

Output	Platform	Access	Publication deadline
Keynote slide decks & papers	Resources section on CEA website	Free PDF download	4 weeks post-event
Edited video recordings	CEA YouTube channel & website embed	Free streaming	12 weeks
CEA Newsletter	Email to members, LinkedIn, news section on website	Open access	Quarterly (Mar/Jun/Sep/Dec)
White papers & guidance notes	CEA Resources Section	Open access	Ad hoc, within 4 months of completion
Public webinars	Zoom / Teams live stream	Free registration; recording added to Website and YouTube	Ad hoc, within 4 months of completion

4 Copyright & Licensing

- Unless otherwise stated, materials are released for open access

5 Quality Assurance

- All published materials undergo technical peer review by at least one Chartered Engineer or expert within the relevant field of knowledge
- Videos are edited for clarity and checked for compliance with CEA Editorial Style Guide.

6 Metrics & Impact

- Website analytics and YouTube view statistics are reviewed quarterly and reported to the General Purposes Committee/ Council.

7 Governance & Review

Responsibility rests with the GPC.

Signed



Michael Kaye
General Manager, CEA