



**WHEREAS**, the Ohio Water Environment Association (OWEA) is a 501(c)(3) Organization and a Member Association (MA) of the Water Environment Federation (WEF); and

**WHEREAS**, OWEA is a recognized training provider by Ohio EPA under OAC 3745-7, If possible, OWEA shall provide attendees and participants with approved contact hours, and;

**WHEREAS**, OWEA recognizes Webinars to be an alternative method of training, which may have advantages to our members in terms of logistics and cost effectiveness, and;

**THEREFORE**, OWEA adopts the following Policy:

- I. The person responsible for coordination of the OWEA Webinar program shall be a member of the Personnel Education Committee or another member appointed by the President (known as Coordinator).
- II. A section executive committee, standing or ad-hoc committee, (or member) may request execution of a Webinar and submit a request for approval to the Coordinator.
- III. The Webinar content shall provide training information consistent with the Vision and Mission of the OWEA and shall not specifically promote companies or individuals nor lobby or make political comments.
- IV. The Webinar shall be submitted and approved for contact hours in accordance with OWEA policy and procedures for Contact Hour Submission and Record Keeping.
- V. The cost for Webinars shall be recommended and approved by the Executive Committee