

The ACCA logo consists of a red square with the letters 'ACCA' in white, bold, sans-serif font.

Think Ahead



CFA Institute

# **Joint ACCA Hong Kong and CFA Institute ETHICS ESSAY COMPETITION 2020**

## **RULES & REGULATIONS**

This document consists of three pages

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**RULE 1: PARTICIPANTS**

1.1 The Joint ACCA Hong Kong and CFA Institute Ethics Essay Competition (“Competition”) is designed for anyone who is keen to promote ethics and integrity in finance.

1.2 This is an individual competition. Group submissions are not allowed.

1.3 Participants must be aged 18 and above.

1.4 The term organiser refers to the working committee with representatives from ACCA Hong Kong and CFA Institute.

**RULE 2: COMPETITION FORMAT**

2.1 Register online to compete. Submission can be an original essay or a case study (“essay”) in English Language. Submit your essay online in three separate documents – essay in word format and pdf format including a separate cover page by the deadline.

2.2 There are submission rules communicated to participants which must be adhered to. Failure to do so may result in disqualification.

**RULE 3: JUDGES**

3.1 There will be five (5) judges for the competition.

3.2 Judges reserve the right not to select winning essay if necessary.

3.3 Judges will only have access to the essay (in pdf format). There should be no name, company name or any hint of the participant’s identity to ensure impartiality in grading.

**RULE 4: SCORING**

4.1 Decision by the judges will be final.

**RULE 5: GENERAL PROVISIONS****5.1 Conflicts of Interest**

All participants in the Competition, including judges have an obligation to avoid actual or potential conflicts of interest with their participation. A conflict of interest is any matter that could reasonably be expected to impair an individual’s independence and objectivity or interfere with an individual’s duties. A conflict may be actual or perceived.

**5.2 Plagiarism**

Plagiarism is prohibited. Plagiarism is defined as copying or using in substantially the same form materials prepared by others without acknowledging the source of the material or identifying the author and publisher of such material. Sourced information should be properly cited using a generally accepted citation system. Participants found guilty of plagiarism will be disqualified. Participants may also be ineligible to participate in the following year’s competition. The decision of organiser regarding plagiarism is final and binding.



### 5.3 Intellectual Property

Essays must not infringe the intellectual property rights of any third party. Each participant represents and warrants that appropriate acknowledgement has been given and consent has been obtained for quotes or extracts from other sources and that, except as noted, all essays are original and their use and publication by the organiser will not expose the organiser to any claim or liability for breach of confidence or copyright. The organiser reserves the right to assess all essays for content that potentially infringes on any third party's intellectual property rights, and may disqualify any participant that submits such content.

**Each participant grants the organiser a non-exclusive, sub-licensable right to produce, reproduce and publish materials created by the participant as part of the Competition.**

The organiser is authorised to make minor revisions to such materials that it may deem necessary, in its sole discretion, for the purpose of such publication. Each participant further agrees to waive any associated moral rights that she or he may have in respect of such materials. By participating in the Competition, each participant grants the organiser the sub-licensable right to print, publish, broadcast and use worldwide in all media without limitation at any time a participant's full name, portrait, and/or biographical information for the purpose of promoting the Competition.

5.4 Unsubstantiated assertions about organisations or individuals which might be libellous will result in disqualification.

5.5 Any disagreements about matters related to the Competition shall be determined by the organiser, in its sole discretion, and such decision will be final. In the event of a dispute regarding prize recipients, the organiser reserves the right to award or not award the prizes in its sole discretion. The organiser reserves the right to disqualify any participant whose participation or conduct appears in any way to: inhibit the enjoyment of others; tamper with the Competition; violate these rules or any other applicable law or regulation; infringe on the rights of third parties; or act in an unsportsmanlike or disruptive manner.

5.6 If for any reason the Competition is not capable of running as planned, the organiser reserves the right, at its sole discretion, to cancel, terminate, modify, or suspend the Competition. If the organiser elects to cancel or terminate the Competition, the organiser will not retain any rights in any submitted materials.

5.7 By entering into the Competition, each participant agrees to be bound by these rules and the decisions of the organiser and/or the judges, which shall be final on all matters related to the Competition. The organiser and/or the judges may modify these rules and create and enforce such other rules and measures as may be deemed advisable for the orderly conduct, quality, integrity and reputation of the Competition or to correct deficiencies in the Competition. Modifications shall not violate the spirit of these rules or the best interests of the Competition. Failure by the organiser to enforce any provision of these rules shall not constitute a waiver of that provision.

5.8 The Competition is subject to all applicable Hong Kong laws and regulations.

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