

CHALEARN procedures for organizing events and awarding prizes and travel grants

March 7, 2013

This document provides guidelines to event organizers for preparing their events and awarding prizes and travel grants. It will become in effect as of March 7, 2013. For any CHALEARN sponsored event, these guidelines must be enforced and any departures should be submitted in advance for approval to the Board of Directors.

Article 1: Definitions

For the purpose of this document, **Competition** shall mean a skill-based contest in which one or several winners are declared and may be entitled to a certificate, a prize and/or a reward in the form of travel grant, based on objective criteria. **Event** shall mean a conference, workshop, meeting, associated or not with a Competition in which there may be a selection of participants. Event **Chair(s)** shall mean the person or person(s) responsible to oversee the organization of the Event. **Judges** shall mean a set of experts appointed to determine Competition winners.

Article 2: Event Preparation and Review

Section 1: Proposal preparation

Proposals for organizing CHALEARN events should address the following points:

1. **IMPACT**: Describe the scope and indicate the anticipated impact of the Event prepared (economical, humanitarian, societal, etc.)
2. **DATA**: If the Event uses an evaluation based on the analysis of data, justify that
 - you have access to large enough datasets to make the challenge interesting and draw conclusive results;
 - the data can be made freely available;
 - the ground truth has been kept confidential.
3. **RELEVANCE**: Justify the relevance of the problem to the targeted data science community and indicate whether it is of interest to a large audience or limited to a small number of domain experts (estimate the number of participants).
4. **CHALLENGE**: Justify that the problem posed are scientifically or technically challenging but not impossible to solve. Provide tutorial material and baseline results. If data are used, think of illustrating the same scientific problem using several datasets from various application domains.
5. **SETUP**: Describe the Event setup. For Competitions, describe the tasks and submission formats and indicate whether on-line submissions are used and/or on-line feed-back is provided. Provide the time and duration of the Event. For conferences and on-site contests, indicate the location of the Event.
6. **EVALUATION**: It should be possible to evaluate the results objectively. For **quantitative evaluations**, select a scoring metric and justify that it effectively assesses the efficacy of solving the problem at hand. For **qualitative evaluations** (e.g. demonstration competitions, paper

acceptance, best paper awards), select a committee and prepare guidelines for the committee (see section 2).

7. **RESOURCES:** Describe your resources (team members, computers, support staff, equipment, sponsors, dissemination channels via accepted workshop or publication agreements, and prizes) and whether you solicit financial help from CHALEARN to organize your Event.

8. **SCHEDULE:** Propose a reasonable schedule leaving enough time for the organizers to prepare the Event (a few months), enough time for the participants to develop their methods (e.g. 90 days), enough time for the organizers to review the entries, analyze and publish the results.

9. **ADVERTISEMENT:** Describe how the event will be advertised to ensure that potentially interested participants have a fair chance of getting informed.

10. **RULES:** Draft rules in accordance with the remainder of these guidelines, including:

- Description
- Registration
- Download of data
- Submission of entries
- Verification procedures
- Uses of entries
- Criteria of evaluation
- Judges
- Prizes
- Deadlines
- Conditions of participation
- Restrictions of participation
- Result dissemination
- Notifications
- Sponsors
- Privacy
- Intellectual property
- Errors and frauds

For an example of rules, see:

<http://www.causality.inf.ethz.ch/Gesture/CHALEARNGestureChallengeOfficialRules12-5-11.pdf>.

Future Event Chairs are invited to itemize the tasks that will be involved in the organization of their Event(s) to avoid under-estimating the amount of time and effort needed to carry out the project to success. We provide a list of tasks for a typical challenge:

Task 1: **Data.** Identify a good problem and a good dataset.

Task 2: **Preprocessing.** Preprocess and format the data to simplify the task of participants and reduce the need for domain knowledge.

Task 3: **Assessment.** Define a task and evaluation metrics. Define and implement methods of scoring the results and comparing them.

Task 4: **Baseline.** Try to solve your own problem to see whether it is feasible and provide baseline results.

Task 5: **Result formats.** Define the formats in which the results should be returned by the competitors.

Task 6: **Benchmark protocol.** Define the rules of the Competition and determine the sequence of events.

Task 7: **Web portal.** Create a web portal allowing on-line submissions and displaying results on a leaderboard.

Task 8: **Guidelines to participants.** Write the Competition rules, document the formats and the scoring methods, write FAQs.

Task 9: **Seek private sponsors.** Find additional sponsor money to give travel awards so the participants can attend the workshop.

Task 10: **Prepare the workshop.** Look for tutorial speakers. Select speakers. Create a schedule. Advertise.

Task 11: **Competition result analysis.** Compile the results. Produce graphs. Derive conclusions.

Task 12: **Release the results on-line.** Make available on-line the Competition result analyses, fact sheets of the competitors's methods, the workshop slides.

Task 13: **Post Competition tests.** Reproduce the results of the best competitors. Identify candidate essential ingredients of success. Perform a systematic study on such ingredients.

Task 14: **Write technical reports.** Write reports on the benchmark design, the results of the Competition, and the results of the post-Competition tests.

Task 15: **Prepare workshop proceedings.** Solicit papers, organize the review process, and edit the papers.

Section 2: Qualitative evaluations

Qualitative evaluations of Event participants, whether for paper acceptance, best paper awards, or Competition awards, will rely on the judgment of a committee of experts (Judges). The Event Chairs of CHALEARN sponsored Events agree to obey the following rules of selection of the experts:

Procedures

1. Any decision regarding the committee of experts should be based on the policies, procedures and criteria of the accreditation organization (scientific conference to which the Event is affiliated, publisher, etc.) or on relevant legislation.
2. Committee members must be independent and in a position to make unbiased judgments. Any possible conflict of interest must be disclosed.
3. The selection criteria for the committee of experts must be established and published by the Event Chairs.
4. CHALEARN will be given the opportunity to comment on the selection of committee members.
5. The Event Chairs should exclude themselves from the committee of experts to avoid self-nomination.
6. The committee members must be committed to treat all material and findings as strictly confidential.
7. The committee members should be briefed adequately by the Event Chairs on the context within they are operating (national legislative environment, criteria, procedures and guidelines).

Composition

- The number of committee members may vary depending on the range of competence of individual members and the number of competitors to be evaluated. No committee of experts will include less than three members.

- If not all experts will be able to evaluate all competitors, the Event Chairs will make sure that every competitor is evaluated by at least three experts and that avoid that the choice of experts be biased in any particular way.
- Gender balance should be taken into consideration when appointing a panel of experts, if possible.
- The expert panel should have the following mix of expertise:
 - experience in the scientific or technical domain addressed
 - appropriate academic qualifications and demonstrated expertise in the relevant area(s)
 - scientific or professional reputation in the relevant area(s)
 - expertise in challenge organization or previous challenge participation (to judge challenge related contributions)
 - breadth of knowledge in the relevant area(s) for recognizing novelty and making comparisons
 - prior participation in a committee of experts.

Depending on the context it is commendable to include:

- Representatives from Academia (professors, researchers).
- Industry representatives.
- Student representatives.
- Representatives from various countries.
- Representatives from different institutions.

In the event of a tie between any eligible entries, the tie will be broken by calling an additional judge who will judge the tied entries based on the criteria of evaluation.

The list of committee members will be made publicly available on the event website.

Criteria of evaluation

It is useful to ask the committee of experts to evaluate entries with respect to complementary criteria, which may include:

- **Relevance** to the subject at hand
- **Usefulness** of the proposed method
- **Novelty** or originality
- **Sanity** (correct proofs and/or sufficient empirical demonstration)
- **Presentation.**

The criteria of evaluation will be known in advance by the participants. The Event Chairs may also put in place a system to provide anonymous feed-back to the participants on preliminary versions of their entries. Such feed-back will not be used for judging the final entries.

Section 3: Quantitative evaluations

Submissions

The rules should clarify that participants cannot register multiple times under different names. The rules for forming teams should be specified. It should not be allowed to privately share software, data or information across teams during the Competition.

The rules should specify the right of the organizers to analyze the entries and the type of license granted to the organizers and/or the public.

The rules should include a maximum number of final entries and a maximum number of development entries per day.

Examples of submission entries should be provided. It is also advisable to provide sample code to process the data and create a sample submission in the required format.

Choice of a ranking score

Quantitative evaluations rely on the automatic calculation of a ranking score, based on submissions provided by the participants. Established types of ranking scores with which the participants are likely to be familiar should be chosen, when possible. The choice of the ranking score should be justified based on its pertinence to the task at hand and its ease of accurate evaluation.

Test data

In data science Competitions, the tasks usually consist in predicting a certain outcome y given a data sample x for a number of N of test examples. The predicted outcome is then compared to the desired outcome t (truth value) according to a given metric to produce an error $e(y, t)$. Errors are averaged over all test examples to obtain the ranking score $\langle e \rangle$.

The truth values should be kept strictly confidential. Any person having had access to truth values should be excluded from the Competition.

A fair evaluation should limit the intervention of chance to the extent possible. Hence the difference in performance between two participants should exceed the error bar on the ranking score, or the two participants should be tied.

The error bar on the ranking score depends on N . If E is the expected error rate (that is $\langle e \rangle$ when N is infinite), a rule of thumb is that N should exceed $100/E$. In other words, if $E=10\%$ (0.01), use at least $N=10000$ test examples. Conduct an empirical evaluation to estimate error bars if your ranking score is not a textbook statistic for which error bars are tabulated or can be computed from a known formula. Adjust the number of test examples N such that the error bar on $\langle e \rangle$ does not exceed 1% of the anticipated score of the winner. Estimate the number of participants P . Multiply N by \sqrt{P} to account for the problem of multiple testing (the larger the number of participants, the smaller the error bar).

Unfortunately, it is not always possible to afford a large enough test set to ensure small error bars. Make sure you know how to estimate error bars to be able to declare a tie between participants.

Training and validation data

Most data science contests involve adjusting parameters of predictive models (training). Provide a training set consisting of examples x and their truth value t , distinct from the examples in the test set. To determine the amount of training data needed, conduct beta tests with baseline methods and draw learning curves (performance as a function of number of training examples). Use a number of training examples sufficient to reach the learning curve asymptote.

To stimulate participation, it is important to give on-line feed-back to the participants on how they are progressing compared to other. Use a validation set including examples not found in training or test data. Do not disclose the truth values. During a development period, let the participants practice making submissions of predictions on validation data and provide immediate feed-back on their validation ranking score on a leaderboard. Towards the end of the challenge, release the test data so they can make their final submissions and evaluated the challenge with test ranking scores computed with test data. The performance on test data should not be released until the challenge ends to avoid that the participants adjust their system based on test performance, which would bias the evaluation.

The participants may be allowed to make several final submissions on test data. However, bear in mind that the larger the number of submissions, the worse the ranking score error bar.

Verifications

For some Competitions in which the participants may take advantage of information prohibited by the rules (such as labeling data by visual inspection), it may be necessary to request that they submit their predictive system (software and/or hardware) for verification. This should be specified in the rules and the deadline for submission of the software and/or hardware systems should preferably be before the release of the test data.

Judges

For quantitative evaluations in which the participants are all tested in the same controlled manner using identical test data and with appropriate verification procedures approved by the Board of Directors of CHALEARN, the Competition Chairs will serve as Judges to determine the winners. If any qualitative judgment enters into account, refer to Section 2 to appoint a committee of experts.

In the event of a tie between any eligible entries, the tie will be broken by giving preference to the earliest submission, using the time stamp of the submission platform, and in the qualitative evaluation by calling an additional judge who will judge the tied entries based on the criteria listed above.

Section 4: Proposal review

Future Event or Competition organizers may submit a proposal to CHALEARN for review. Submitted proposals should include a cover letter with:

- The title of the proposal
- A brief summary
- An Event(s) timeline, including relevant deadlines
- The name of the organizers

- The name, address, phone number, and email of the Chair(s)
- A short biography of the main organizers including the Chair(s)

The body of the proposal should include:

- Answers to the 10 points of Article 2, Section 1, including a full draft of the rules consistent with Articles 4 to 8.
- An outline of the tasks to be performed, the task repartition and the organization timeline. For examples of tasks, see Article 2, Section 1.
- Details on data, protocol, and evaluation criteria (see Article 2, Sections 2 and 3).

Proposal review is free and only for consultative purposes. The organizers may request CHALEARN's sponsorship. Sponsorship, if obtained, does not come with any funding from CHALEARN: The organizers are expected to find their own funding and prizes. CHALEARN sponsored events will include at least one CHALEARN Director or Officer as co-organizer (CHALEARN Co-Chair) whose responsibility will be to help and advise the organizers, and verify that the organization follows the guidelines found in this document.

The proposals submitted to CHALEARN will be reviewed by one or more Director, Officer or Advisor who may recommend changes. Final approval will be given by the President who will assign a CHALEARN Co-Chair. The organizers whose proposals are approved will be allowed to use the CHALEARN logo and announce that their Event is sponsored by CHALEARN. This will generally not be associated with a budget for prizes, organization expenses, or compensations for the organizers, unless the organizers wish CHALEARN to administer funds that they raised.

In return of the CHALEARN sponsorship, the organizers grant to CHALEARN the non-exclusive right to analyze Competition entries.

Article 3: Acknowledgements and Disclaimer

CHALEARN should be appropriately acknowledged on the Event website, at the Event, and in all publications derived.

Any material, document, software, data referring to CHALEARN should be accompanied by a disclaimer:

ALL INFORMATION, SOFTWARE, DOCUMENTATION, AND DATA ARE PROVIDED "AS-IS". THE CONTRIBUTORS DISCLAIM ANY EXPRESSED OR IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR ANY PARTICULAR PURPOSE, AND THE WARRANTY OF NON-INFRINGEMENT OF ANY THIRD PARTY'S INTELLECTUAL PROPERTY RIGHTS. IN NO EVENT SHALL CHALEARN, ITS EMPLOYEES OR AFFILIATES AND/OR OTHER CONTRIBUTORS BE LIABLE FOR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES OR ANY DAMAGES WHATSOEVER ARISING OUT OF OR IN CONNECTION WITH THE USE OR PERFORMANCE OF DATA, SOFTWARE, DOCUMENTS, MATERIALS, PUBLICATIONS, OR INFORMATION MADE AVAILABLE.

Written publications and oral communications acknowledging CHALEARN should include the sentence: “**Any opinions, findings, and conclusions or recommendations expressed in this material are those of the authors and do not necessarily reflect the views of the sponsors.**”

Article 4: Exclusion of Participation to Competitions

The following rules should always be part of the “official rules” of any challenge sponsored by CHALEARN.

Are excluded from participating to any CHALEARN sponsored Competition:

- The Competition organizers and sponsors, their students, close family members (parents, sibling, spouse or children) and household members.
- In quantitative evaluations, any person having had access to the truth values or to any information about the data or the Competition design giving him (or her) an unfair advantage.
- The CHALEARN employees, Directors, Officers, and Advisors, and their students, close family members (parents, sibling, spouse or children) and household members.
- Any person living in a country excluded by US export regulation and wherever else prohibited by law or any person banned by US authorities from receiving US funds.
- The member of the expert committee appointed to judge the Competition.

A disqualified person may submit one or several entries in the challenge and request to have them evaluated, provided that they notify the organizers of their conflict of interest. If a disqualified person submits an entry, this entry will not be part of the final ranking and does not qualify for prizes. The participants should be aware that CHALEARN and the organizers reserve the right to evaluate for scientific purposes any entry made in the challenge, whether or not it qualifies for prizes.

Article 5: Intellectual property

In a quantitative evaluation, the organizers are requested to make publicly available all data and sample code (including source code) for free, for use by the participants and by the public at large even beyond the termination of the Competition. The organizers may choose any suitable license terms, including the GPL license <http://www.gnu.org/licenses/gpl.html>. The organizers may retain their copyright on any material distributed or transfer the copyright to CHALEARN.

The organizers are responsible to make sure that they are authorized to publish the data and/or software they are making available. If a data collection is conducted they should have data donors fill out a data release form (template attached at the end of this document).

The rules should clarify the rights that the organizers and sponsors, CHALEARN and any other third party involved in acquiring or processing the entries (such as a service provider like Kaggle) have on the entries submitted by the participants. A preferred policy is that **the participants retain all rights on their entries** except that:

The participants are granting the organizers and CHALEARN an irrevocable, worldwide right and license, in exchange for the opportunity to participate in the Competition and potential prizes or awards, for the duration of the protection of the copyrights to:

- Use, review, assess, test and otherwise analyze their entries and all their contents in connection with the Competition and any future Competition sponsored by CHALEARN; and
- Feature their entries and all their contents in connection with the promotion of the Competition in all media.

This license does not extend to methods, algorithms, code or systems used to generate the entry, which are only be requested and examined for verification purpose if a participant is eligible for a prize and desires to claim it.

If another policy is adopted, giving for example license rights to the sponsors to license the code used to generate the entries, this should be specified clearly in the rules, but this is not recommended. If the participants are required by the Competition rules to publish their methods, algorithms, code or systems used to generate the entry, a preferred policy is to ask them to make such information publicly available.

Article 6: Control of the Use of Funds and Goods, including Prizes

Section 1: CHALEARN tax exempt purposes

If CHALEARN donates or administers funds or goods for a particular Event, the assigned CHALEARN Co-Chair will be responsible to verify that such funds and goods are used to further CHALEARN's tax exempt purposes and the other organizers should get approval before any expense is incurred.

Section 2: Compliance with US government export regulations

The US Office of Foreign Assets Control (OFAC) administers and enforces economic sanctions programs primarily against countries and groups of individuals, such as terrorists and narcotics traffickers. CHALEARN Event organizers distributing prizes sponsored or administered by CHALEARN must comply with OFAC regulations.

The OFAC Country Sanctions and List-Based Sanctions, including general licenses for exceptions, related documents, and laws, rules and regulations authorizing the sanctions are available on the [OFAC Sanctions webpage](#)

The rules of prize attribution made available to the Event participants should exclude from prize eligibility the countries on the OFAC sanction list:

- Belarus
- Burma
- Cote d'Ivoire (Ivory Coast)
- Cuba
- Democratic Republic of the Congo
- Iran
- Iraq
- Lebanon
- Liberia

- Libya
- North Korea
- Sudan
- Syria
- Zimbabwe

For an up-to-date list, see

http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/program_tags.aspx.

OFAC publishes a list of Specially Designated Nationals and Blocked Persons ("SDN list") which includes names of companies and individuals connected with the sanctions targets. A number of the named individuals and entities are known to move from country to country and may end up in unexpected locations. Before attributing a prize to a person, the Event Chairs should check the SDN list: <http://sdnsearch.ofac.treas.gov/>. In the event that a prize winner is found on the SDN list, the Event Chairs should follow the due diligence steps found in the OFAC guidelines <http://www.treasury.gov/resource-center/faqs/Sanctions/Pages/directions.aspx>. In no event should a prize be attributed until OFAC gives clearance.

If a Competition is sponsored by CHALEARN, checking the OFAC exclusions lists before funds are expended and taking steps in case of a match will be the responsibility of the CHALEARN Co-Chair.

An adequate language in the rules would be: "U.S. export regulations prohibit the export of money, goods or services to designated countries and designated individuals residing outside the U.S. specified by the OFAC agency, including [list-of-excluded-countries]. Therefore residents of these countries or other excluded individuals any are not eligible for prizes."

Section 3: Participation prizes

The organizers of Competitions or Events may distribute small prizes to encourage participation in Competitions or Events. For instance, workshop participants can be awarded a T-shirt or a mug; the first few participants making entries in a challenge website may be awarded a free piece of electronic equipment (such as a computer board or a webcam). The monetary value of participation prizes should not exceed \$100. The prizes should be advertised on the event website and via the event mailing list including all registered participants. It should be clearly indicated to the participants how the prizes can be claimed and that they will be attributed on a first-come first-serve basis, while supply lasts.

Section 4: Competition winner prizes

This section covers prizes attributed to the winners of skill-based contests contest in which chance plays no part in the determination of the winner(s) (Competitions). Such contests may include qualitative evaluations (Article 2, Section 2) or quantitative evaluations (Article 2, Section 3).

Announcement of and amount of prizes

Prizes sponsored by CHALEARN should not be announced unless approved by the Board of Directors after reviewing the financial situation of CHALEARN.

Prizes are incentives to encourage participation and reward effort based on merit. The amounts of each individual prize may vary between USD100 and USD 5000. These are only incentive awards, not meant to cover actual efforts of participation.

The prizes should be advertised on the Competition website and on the Competition mailing list including all registered participants.

Attribution of prizes

The prizes should be attributed by the Judges in accordance with the Competition rules. The decisions of the Judges are final and binding. The distribution of prizes according to the decisions made by the Judges will be made within three months after completion of the Competition.

The rules should specify whether a participant is entitled to win several prizes in the same competition. In the past, a participant was entitled only to the largest prize won and eventual remaining monies were re-distributed in the form of travel grants. This is our preferred policy.

Before any prize is announced, the results of the Competition will be reviewed by all the participants and the Board of CHALEARN, who will get an opportunity to verify that the procedures and rules have been followed.

The payment of prizes will be made by checks or wire transfer issued by the Treasurer or the President after mutual agreement.

Notifications and prize claiming

To be eligible for prizes, the participants should not be banned by US export restrictions and should provide a valid email address where they can be reached. The results will be sent by email and posted on the website of the Competition where the email address of the Event Chairs is found. Winners who have entered the Competition as a team will be responsible to share any prize among their members. The prize will be delivered to the registered team leader. To receive their prize, the winners will have to submit to the Event Chairs tax forms W9 (for US nationals) or W8BEN (for foreign participants) and a form indicating their personal and financial coordinates:

Personal information:

Full name:

Citizenship:

Country of residence:

Institution:

Mailing address:

Tel:

Fax:

Email:

Bank information

Account number:

Name of the holder:

Bank name:

Branch:
Bank address:
Bank phone number:
IBAN:
SWIFT code:
ABA:

Section 5: Travel grants

If money is available CHALEARN may offer travel grants. The travel grants are not publicized. They may be offered to:

- Competition organizers and Judges to allow them to travel to the location of the Event.
- Invited speakers or demonstrators selected by the Event committee (see Article 2, Section 2 for the selection of the committee).
- Top ranking Competition participants (including winners of best paper awards) to allow them to present their results at the Event.

The suggested protocol for awarding travel grants is as follows:

- 1) Start with an initial total travel budget (usually between 5000 and 10000 USD).
- 2) Travel expenses per person are limited to a maximum, usually USD 2000 (unless the participant has special needs; for example a deaf person may need a sign language interpreter).
- 3) Check US export restrictions (Article 3, Section 1).
- 4) Ask eligible organizers, Judges, invited speakers, and/or the top ranking participants (travel grant awardees) to submit a travel budgets. Help them minimizing expenses by looking up discount flights, inexpensive hotels, and arrange carpooling or sharing hotel rooms with other participants.
- 5) Divide the available budget and submit the rules of attribution to the travel grant awardees and the Board of Directors for approval.
- 6) Inform the awardees of the maximum amount of their travel grant and possible restrictions and ask them to keep all receipts.
- 7) Verify attendance of the awardees at the Event and the fulfillment of their respective duties.
- 8) After the Event has taken place, ask the awardees who attended the Event and fulfilled their duties to submit an invoice recapitulating their expenses, the amount claimed (which should be smaller or equal to their travel grant), and original receipts or tickets showing the amount paid. For air travel, boarding passes should also be submitted. Travel expenses are reimbursed only when receipts are provided and only if the participant actually attended the Event. The attendee should provide personal and bank information as needed for the money transfer (see Article 3, Section 3 for an example of form).

Section 6: Compensations of organizers

To be compensated, an organizer must first become a CHALEARN Advisor. Refer to the document “Compensations given by CHALEARN to its Directors, Officers, Advisors, Employees and non-Employees and control of Disbursements” for allowable compensations and disbursements.

Article 7: Privacy

The identity of the participants should be protected according the CHALEARN's privacy policy found at: <http://www.CHALEARN.org/privacy.html>.

Articles 8: Errors, frauds and breaches of rules

The Event organizers, Judges, or participants have the duty to report errors, frauds or breaches of rules in the attribution of prizes or travel awards to the Event Chairs, the President of CHALEARN or another Officer, to the Board of Directors, to the funding agencies, sponsors and/or to the authorities, as appropriate.

The Event Chairs, Officers, or Directors of CHALEARN notified of an error, fraud or breach of rules have the duty:

- to investigate it,
- to immediately protect the records from destruction,
- to keep the identity of the person reporting the incident confidential,
- to call for a special meeting of the Board of Directors in case of fraud or in case of an error that endangers persons, puts CHALEARN at risk of bankruptcy or legal liability,
- to take appropriate corrective actions and notify the Board of Directors in other cases.

The Board of Directors of CHALEARN has the responsibility to verify that appropriate actions were taken, investigate responsibly, take appropriate disciplinary actions, and notify outside parties.

Approved by the 2013 CHALEARN Board of Directors:

Dated: March 7, 2013

Kristin Bennett, Rensselaer Polytechnic Institute, New York, USA

Gideon Dror, Academic college of Tel-Aviv Yaffo, Israel, Director

Hugo-Jair Escalante, INAOE, Puebla, Mexico, Director

Chih-Jen Lin, National Taiwan University, Taiwan, Director

Florin Popescu, Fraunhofer Institute, Berlin, Germany, Director

Mehreen Saeed, FAST, National University of Computer and Emerging

Danny Silver, University of Acadia, Canada, Director

Peter Spirtes, Carnegie Mellon University, Pennsylvania, USA

Alexander Statnikov, New York University, New-York, USA, Director

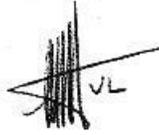
Ioannis Tsamardinos, University of Crete, Greece, Director

CERTIFICATE

This is to certify that the foregoing is a true and correct copy of the CHALEARN procedures adopted by the board of directors of CHALEARN on the date set forth below.

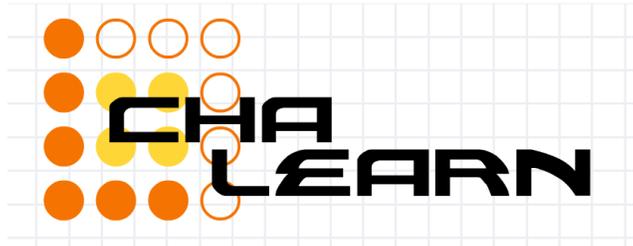
Dated: March 7, 2013

Vincent Lemaire, Secretary

A handwritten signature in black ink, consisting of several vertical strokes and a horizontal line, with the initials 'VL' written to the right.

Attachments to CHALEARN procedures:

- Permission to publish for data collections
- Template of certificate for challenge winners



Challenges in Machine Learning

<http://chalearn.org>

Permission to publish

Corresponding author

First Name:

Last Name:

Address:

Phone:

Email:

Dataset information

Title of the Dataset:

Amount of data:

Description:

If there is more than one author and/or more than one person performing in the video recordings, photographs, or other media material (such as sensor data) collectively referred to as “Dataset”, the word “we” includes all authors and persons performing jointly and severally. By signing this form, the signatory acknowledges that he or she is the corresponding author; that the signatory is signing on behalf of all authors of the Dataset; and that the signatory has the authority to act as the agent for the other authors of the Dataset.

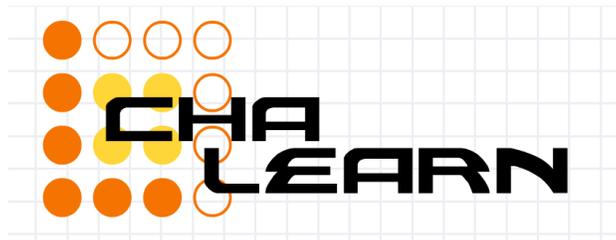
We hereby grant to CHALEARN the right of publication of our Dataset in all media and to sub-license or transfer this right to any third party. This license will be valid throughout the world throughout the entire term of copyright in the Dataset, and is granted free of royalty. The Dataset may be edited in any way that CHALEARN considers appropriate and desirable.

We warrant that we are the sole author(s) of the Dataset, and generally that we have a complete and unencumbered right to make the grants we make to CHALEARN. We also warrant that the Dataset does not libel anyone, invade anyone's copyright or otherwise violate any statutory or common law right of anyone.

Name of Signatory:

Signature:

Date:



CHALEARN xxx Challenge
xxx Place Award

Presented to

John Doe
New-Place, Country

SOMEBODY, SOMEBODY ELSE, CHALLENGE ORGANIZERS