



Standards for Representation

The purpose of this document is to establish a set of standards that all NAPSA representatives attending a given conference can agree on.

This document is designed to ensure that we uphold and better NAPSA's reputation as a team and will allow us to hold ourselves and each other accountable for our behaviours.

1. Dress Code

- NAPSA polo shirt is to be worn at all conference sessions.
- Executive/Chair badges are to be pinned above the embroidery on the left chest of the NAPSA polo shirt.
- Males are to wear strictly black suit pants and black business shoes to all conference sessions.
- Females are to wear strictly black pants or a business skirt with smart black shoes to all conference sessions.
- NAPSA pins are to be worn at all conference social events.
- Attire to social events must be appropriate and elegant

2. Punctuality

- Meetings/activities will begin at the advertised time e.g. if a meeting is advertised for 8.30 am it will commence at that time. It is suggested that representatives be at the advertised location 5-10 minutes prior.
- It is expected that all representatives adhere to the roster set for the NAPSA trade hall stand at a given conference.
- If an event arises that requires you to be in a location other than the trade hall stand you are to advise the person responsible for the trade hall roster immediately so they can make the appropriate adjustments.
- Events that NAPSA is expected to attend are compulsory.

3. Professionalism

- Representatives must do their best to act in a professional manner at all times.
- NAPSA is your number one priority at conferences not advancing your personal career.
- Be mindful of the language you use when having conversations with other professionals at the conference.
- No obscene language at conference sessions or in the trade hall.



- Representatives are not to be drunk or disorderly at official social events or events where our sponsors are present.
- Excessive or inappropriate drinking will not be tolerated. If a NAPSA representative is deemed to be drinking in an inappropriate manner they will face consequences that may include being prohibited from attending conferences as a NAPSA representative throughout the remainder of the term.