**Note:** Complete one form per external speaker

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| **Summary Information** | |
| Speaker’s name: |  |
| Speaker’s website/social media: |  |

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| **Affiliations** | | | | | | | | |
| Does the speaker have, or in the past had, any known affiliations to any groups or organisations? | Political party |  | Religious |  | No known affiliations |  | Other |  |
| Please add any information about these affiliations | *Please add information relating to these external organisations, in particular if they are:*   * *A political party* * *A religious group* * *Which organisation they are speaking on behalf of or have been sourced from* | | | | | | | |

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| **Controversy** | | | | | | | | |
| *The University of Bath Freedom of Expression Regulation [link] defines controversial as: “a speaker who might reasonably be construed as having the potential to occasion protest from, or give offence to, any section of the University or wider community, or constitute extremist views, or any speaker from a political party”.* | | | | | | | | |
| Is the speaker likely to, or in the past had: | Receive a protest |  | Give offense to a section of the community |  | Extremist Views |  | No known controversy |  |
| Please provide details and any links | *Please provide information and any links, such as news articles, on any controversy attached to the speaker. In particular:*   * *If they have received protests against them* * *If they are likely to offend parts of the student and wider community* * *If they hold extremist views* * *Any other controversy you believe to be relevant*   *This should be what objectively would fit into these categories, and not whether you necessarily believe in it.* | | | | | | | |
| Has the speaker spoken at an event a university before? | *Please add any details on if the speaker has spoken at a University before, including the University of Bath, when it happened and the subject of the talk.* | | | | | | | |

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| **Event Details** | | | | | | |
| Who will be allowed at the event? | Members Only |  | All Students |  | Public |  |
| How will the event be publicised? | *Please add the plans to publicise the event, including:*   * *Social media* * *Working with press organisations* * *Websites it will be publicised on* * *Plasmas/posters* | | | | | |

**What to do now:**

* Save this form.
* Upload a form for each external speaker to the event planner.
* Complete and submit the rest of the form.

**Please remember that advertising of the event cannot occur until you receive approval.**

**Please leave the below blank**, this will be completed by The SU.

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| **Internal** | | | | | | | | |
| Is the speaker: | Approved by SU | | |  | Referred to DVC | | |  |
| Rationale on referral | ☐ The speaker is controversial under the terms of the University Freedom of Expression Regulation, specifically might reasonably be construed as having the potential to:  ☐ occasion protest from any section of the University or wider community ☐ give offence to any section of the University or wider community  ☐ constitute extremist views  Or is:  ☐ from a political party  ☐ other requirement outlined in the Freedom of Expression Regulation  ☐ The speaker may cause The SU to fail in its legal, reputational, or other duties | | | | | | | |
| Comments on rationale | *Note here whether the event is supported by The SU.* | | | | | | | |
| Suggested level to add to risk assessment | Level 1 |  | Level 2 | | |  | Level 3 |  |