V4.01a

1. These rules apply to any international PSA-recognized exhibition with a closing date in 2026 and beyond.
2. Organizers must refer to the PSA website for the Conditions of Entry Other and other pertinent documents for hosting an exhibition: psaphotoworldwide.org
3. Organizers must follow these rules to avoid a potential ethical violation.

Abbreviations & Definitions:

- **ERS** - Exhibition Recognition System
- **ES** - This document, Exhibition Standards
- **EIT** - Ethics Investigation Team
- **COE** - Conditions of Entry
- **PPD** - Pictorial Print Division
- **ND** - Nature Division
- **PJD** - Photojournalism Division
- **PTD** - Photo Travel Division

- **PID** - Projected Image Division
- **PPD** - Pictorial Print Division
- **3DD** - 3D Division
- **DQ** - Disqualification
- **HQ** – PSA headquarters (email and physical address available on the PSA website)
- **ROPA** - Recognition of Photographic Achievement.

- **Exhibition** - PSA recognized competition with one or more salons (see Salon, below).
- **Exhibition Chair** (or Chair) - The single official point of contact for a PSA exhibition.
- **Exhibition Standards Director** (ERD) – a PSA volunteer who oversees exhibition applications and operations to ensure compliance with these Exhibition Standards (see section R).
- **Exhibition Grievances Coordinator** (GC) - serves as an impartial, independent arbiter and is the primary point of contact for organizers, judges and exhibitors who have grievances related to PSA-approved international Exhibition Grievances Coordinator exhibitions.
- **Salon** – A grouping of sections and the scoring of those sections in an exhibition.
- **Section** – A category of images meeting a specific definition or theme within a division.
- **Salon Manager** - A person appointed by an exhibition chair to manage one salon in a circuit. (Previously called judging chair in a circuit.) See section **i**.
- **Circuit** - An exhibition with more than **two** salons.
- **Jury** - A group of 3 to 5 judges (or *selectors*) who are assigned to one or more sections of an exhibition or salon.

Contents

SECTION A - EXHIBITION CHAIR

ES-A1 Requirements of the Chair
- must be the only point of contact with the relevant officers of the PSA;
- may not act as a judge;
- must be a resident of the country where the exhibition is organized;
- must be an active member of PSA unless the exhibition has also received FIAP recognition;
- must actively conduct the exhibition, rather than be a figurehead;
- may only be replaced by approval of the ERD (see Section R).

ES-A2 Responsibilities of the Chair
- The exhibition chair is responsible for all aspects of organizing the exhibition, from applying for recognition to reporting final results.
- A chair cannot nominally hold the position but must actively manage the exhibition.
- The chair must ensure that the exhibition is conducted as specified in the Exhibition's approved Conditions of Entry (COE) and in this Exhibition Standards (ES) document. This responsibility includes supervising the judging and ensuring the judges abide by PSA rules.
- The chair is responsible for ensuring all reporting is accurate and undertaken within the specified time limits: this includes sending score reports to entrants, sending the awards to recipients and all necessary reports to PSA.
- The chair is responsible for selecting exhibition software whose functionality complies with ES rules and requirements each year, and is also required to complete a checklist ensuring their software is functionally compliant.
- The chair must ensure that no entrant submits more than 4 images in any one section and must resolve any problems arising from duplicate or very similar entrant names.
- The chair must cooperate when an authorized PSA director or judge asks to validate an entry (by requesting the RAW file from the exhibitor, etc).
- The chair must cooperate with members of the Ethics Investigation Team and the Grievances Coordinator when requested, whether the request relates to current or past exhibitions. Failure to respond adequately to such requests will result in suspension of any ongoing exhibition approvals.

ES-A3 The chair must be prompt and courteous when responding to all communications from entrants and PSA officers. The chair must be readily available for such communications from the time of the initial application until at least 12 months after completion of judging.

ES-A4 No person on the current PSA penalty list may serve as chair of an exhibition, be part of the organizing committee, or serve as a judge for any section. Before judging begins, the chair is responsible for reviewing the most current version of the penalties list, available from within the ERS system. .

ES-A5 Chairs cannot submit entries into the exhibitions they are chairing. Relatives or household members of the chair cannot enter or judge the exhibition. Chairs of 3D exhibitions are exempt from this restriction and are allowed to receive acceptances and awards.

ES-A6 Exhibition chairs are granted 3 PSA star-path chair credits for each section in the exhibition with a maximum of 6 allowed per star path. See Section **i** for similar rules for salon managers.

ES-A7 Exhibitions are responsible for restricting content that does not comply with relevant laws of the country in which the exhibition is located.

ES-A8 PSA recognition will be issued to exhibitions only if the chair and sponsoring group are based in the same country stated in the exhibition.

ES-A9 Any salon managers or other individuals who assist in the running of the exhibition must be listed in the Exhibition Conditions of Entry (COE) and they must each be aware of the PSA policies and

the Exhibition Standards.

ES-A10 An exhibition chair running a circuit with 3 to 6 salons, may select salon managers. Salon managers cannot judge in the exhibition.

ES-A11 In order to comply with rule ES-K1**,** persons associated with exhibition software are restricted from judging any PSA exhibition that uses their exhibition software, including the developer, provider, or owner of the exhibition software and their employees.

ES-A12 PSA does not tolerate figurehead chairs (Ghost Chairs), individuals who nominally hold the position of exhibition chair but who merely organize exhibitions on behalf of another silent entity. In addition to a lack of transparency, these chairs usually lack competence or experience chairing an exhibition, undermining PSA exhibition standards. No individual shall hold the title of chair if their authority or administrative control is subordinate to another operator hiding behind the scenes. An exhibition organized by a ghost chair constitutes a potential ethical violation for all relevant parties who knowingly participate.

SECTION B - APPLYING FOR RECOGNITION

ES-B1 PSA grants "recognition" to exhibitions that follow these Exhibition Standards and other requirements. Only the rules stated in the COE and this ES document are valid rules; Chairs may contact the Grievances Coordinator or the Secretary of Ethics Committee if they are asked by any PSA director to comply with non-existent rules.

ES-B2 Exhibitions must submit a completed application at least **90** days in advance of the proposed closing date. Applications for any given calendar year begin on October 1 of the previous year and must be completed by September 1 (eleven months later). No applications for the new calendar year will be approved prior to October 1.

ES-B3 Only the exhibition chair may apply for PSA recognition. Each exhibition must open an exhibition account using the **PSA Exhibition Recognition System (ERS - see above)**. Details for accessing the ERS are on the PSA website in the **Exhibitions** section: https://psaphotoworldwide.org/page/exhibitions. Any new exhibition must first seek approval through the ERS for the proposed exhibition name. On opening an account, the exhibition will be given log-in details for that account, which should be kept for future applications.

ES-B4 On submission of an application, an Exhibition Recognition Director (ERD) will be assigned – see Section R for details – who will evaluate the application and request any necessary changes. Failure to accept any changes requested by the ERD could result in the application for recognition not being approved. Once the ERD is satisfied that the application is complete and correct, the ERS will issue a request for payment of the required fees (see Section C). PSA recognition is issued once payment has been made within the specified timeframe. **All communications between the ERD and the exhibition must take place using the provided PSA** – **ERD software.** See Section R for information regarding ERDs assigned to Exhibitions**.**

ES-B5 PSA Exhibition Application Name restrictions:

The Exhibition year is automatically added by the ERS system, it must not be added as part of the name. Other naming restrictions include the following:

- The following words are not permitted: **competition, salon, exhibition, PSA, circuit, annual.**
- Ordinals (**1st, 2nd, 3rd**) are not permitted.
- Numbers are only permitted **before** the name as part of a generally accepted photographic term.
- Digits are not permitted AFTER the name (Sunset 1 or Sunset 2021 will be rejected).
- Some older exhibitions may retain one or more restricted words for historical reasons.

In addition to the above restrictions, please note the following naming guidelines:

- Exhibition names should be short and unique.
- Exhibition names must not be easily confused with the name of another exhibition.
- Exhibition names based upon an overall theme (e.g., portraits) should not be used unless **all** sections within that exhibition conform to that theme. For instance, an exhibition called portraits could not have any Open or General sections.
- Exhibition names based on a theme must fit with the definition of the associated division.
- Exhibition URLs and exhibition emails that imply the exhibition is run by PSA (such as by incorporating "PSA" into the url or email) are not permitted, with the exception of those exhibitions sponsored by PSA Chapters and the exhibition organized by the PSA itself.
- PSA reserves the right to require name changes as a condition of granting recognition.

ES-B6 On receipt of the application and the COE, the ERD may ask for further information, and has the right to monitor all aspects of the procedures involved.

ES-B7 The point of contact with PSA regarding an exhibition is through the ERD using the ERS. Any emails to PSA volunteers and staff will not be answered. If there is a difficulty that cannot be resolved by the ERD or the Exhibition Services VP, emails sent to ESconcerns@psa-photo.org may be copied to other officials.

SECTION C - PSA FEES

ES-C1 The fees for a PSA exhibition are as follows (in USD):
- recognition fee: $170, includes a single salon;
- section fees: $25 fee per section per salon (includes a PSA gold medal per section).

Where PayPal capabilities are not available, special provisions can be made by contacting HQ.

ES-C2 Exhibitions offering **3D sections only** and those offering only **print** sections in PPD, ND, PJD, or PTD, are exempt from the $170 exhibition fee. Any Clubs/Chapters in North America hosting an exhibition with any print sections (PPD, ND, PJD, or PTD) pay a reduced recognition fee of $100 instead of $170.

ES-C3 Silver and bronze medals, and PSA honor ribbons, as well as a Nature Division wildlife silver medal may also be purchased at a cost of $25 per medal and $4 each for honor ribbon.

ES-C4 All PSA medals and ribbons are shipped directly from PSA Headquarters to the exhibition chair.

SECTION D – DIVISIONS, SECTIONS, STAR PATHS & THEMES

ES-D1 - Divisions
There are six divisions of the PSA:
- Pictorial Image Division (digital only);
- Pictorial Prints Division (prints only);
- Nature Division (digital or prints);
- Photojournalism Division (digital or prints);
- Photo Travel Division (digital or prints);
- 3D Division (digital, slides or print).

ES-D2 - Star paths

Divisions are separated into Star paths through which PSA members achieve distinctions (see Stars/ROPA on the PSA website for more information):

DIVISION	Star Paths	Star Path Abbr.
PID	Color **only**	PIDC
PID	Monochrome **only**	PIDM
ND	Color or Grayscale Monochrome	ND
PJD	Color or Grayscale Monochrome	PJD
PTD*	PTD Documentary; and	PTDD
PTD*	PTD World in Focus.	PTDW
PPD	Color **only**	PPDC
PPD	Monochrome **only**	PPDM
3DD	Any 3D images	3DD
New for 2026, PTD is divided into 2 Star Paths: Documentary and World in Focus. Color or black and white (grayscale monochrome) are eligible in both Star Paths.		

ES-D3 - Sections

A maximum of 6 sections is permitted per salon, and each section must conform to PSA Star Paths. Open sections in PID and PPD have no content restrictions, however PID and PPD sections cannot use the names "Nature," "Photojournalism," or "Photo Travel." Similarly, Nature, Photojournalism, and Photo Travel sections cannot use "Open" as a section or theme name. Instead, these reality divisions should use the following terms for sections without specific themes: "Nature General," "Photojournalism General," "Photo Travel Documentary," or "Photo Travel World in Focus".

ES-D4 - Themes

Themes must be clearly identifiable to all entrants, with no geographical restrictions, and must be approved before recognition can be granted. All Theme definitions must be included in the COE.

- For PID, PPD and 3DD, a theme section can only have one topic.

- ND can have a second themed section for Wildlife. Nature themed sections could also include any of the following: Insects, Landscapes, Mammals, Birds.

- PJD can opt for a Human Interest theme. Any other theme requires approval of the ESD.

- Either PTDD or PTDW can have a second section selected from a published list of approved themes from the PSA website: https://psaphotoworldwide.org/page/photo-travel. A PT Theme exhibition requires the approval of the ESD.

- For ND PJ any themes not listed above must be approved by the ESD of that division.

- PID, PPD and 3DD exhibitions are free to choose their own themes, subject to ERD approval, which themes with restrictions which properly belong to ND, PJ or PT divisions will not be permitted in PID or PPD sections.

- A **Theme Exhibition** has no general section, but has one or more sections meeting the Theme. Before granting recognition, the ERD must confirm the Theme with the appropriate division ESD.

ES-D5 Nature, Photojournalism and Photo Travel are termed "reality" divisions. Refer to their definitions which detail eligibility of images in each division.

ES-D6 Entries in reality theme sections must meet the division definition as well as the theme definition.

SECTION E – JURIES (judges/selectors)

Also refer to Section K, which refers to the judging process.

ES-E1 Before an exhibition is approved, full details of judges including PSA/FIAP distinctions and email addresses are required. Exhibitions will be asked to confirm that these judges have agreed to these details being entered into ERS.

ES-E2 With the exception of the 3D Division exhibitions, each jury must have at least one PSA member with a PPSA distinction or higher. A judge is limited to 25 separate exhibitions per year.

ES-E3 Judges chosen for any division must have appropriate experience and qualifications in these fields, and the ERD may ask for evidence of this. While it is acceptable for one judge to be a novice at international judging, they should be fully conversant with the definition and rules for the sections they are judging.

ES-E4 If any of the approved judges need to be changed after the exhibition has been approved, the chair must use the ERS system to request that change.

ES-E5 Recognition of an exhibition that does not have suitably qualified or experienced judges may be refused if suitable judges cannot be found. The exhibition chair may forward their concern to ESconcerns@psa-photo.org for further review.

ES-E6 One of the judges in each exhibition must reside in the host country of the Exhibition.

ES-E7 Judges who score images in an exhibition must also attend the Award Meeting. If a judge is not present, the Award Meeting must be rescheduled. Judges who repeatedly fail to attend Award Meetings may face sanctions. If required, an emergency judge replacement may be approved by the ESD to comply with the exhibition's calendar.

SECTION F - CONDITIONS OF ENTRY (COE)

ES-F1 Each exhibition must prepare and display on its website an approved version of the COE document.

ES-F2 Exhibitions must not require anyone to log on with personal details to view the COE. Log-in details must not ask entrants for details of gender, race, religion or age (except those offering special arrangements for youth entrants) or other personal details other than name, email address, country, or unique identifier provided by PSA to the entrant.

ES-F3 The COE must include a full version in English which must be easy to find. Additional versions in other languages are optional but must contain exactly the same information as the English version. Full details of what must go into the COE can be found on the Exhibitions page of the PSA website: https://psaphotoworldwide.org/page/exhibitions.

ES-F6 Images that exceed the maximum horizontal or maximum vertical dimension specified in their approved COE must be rejected. Oversized or undersized images must not be resized by the exhibition or the exhibition's software or their equipment.

ES-F7 Any differences between the version of the COE approved by the ERD and the version posted on the exhibition's website need to be corrected by the chair and approved by the ERD.

ES-F8 All exhibition entry processes must include a feature which prevents the entrant from submitting their entry unless they have affirmed that they have read and understood that exhibition's and PSA's Conditions of Entry, and agree to accept all such terms and conditions. The feature must require the entrant to actively select **Yes** (or equivalent of YES) and must not default to **Yes** if the entrant does not make a selection.

ES-F9 The entry process for all PSA recognized exhibitions must use the uniform PSA Standardized Country List, normally as a dropdown. It is the responsibility of the exhibition chair to ensure that all

countries entered are in accordance with the uniform list even when the website technology does not provide for dropdowns.

ES-F10 All exhibitions must provide a status list of entries on their website, and in the case of prints, whether the prints have been received. This status list must be publicly visible, updated at least once a week before the closing date, and completely updated within 3 days after the closing date and remain publicly accessible for one year after the closing date. This status list should contain name of entrant, number of images in each section, whether payment has been made, and entrant's country.

ES-F11 Entrance fees

All exhibition fees must be clearly stated and be transparent.
   a) Any discounted fees that are not clearly described in the exhibition's published COE, including partial payments or subsidies, are prohibited.
   b) 'Early Entry' (Early Bird) and other discounts are allowed. However, regional pricing, if offered, is available only to individual entrants residing in the country hosting the exhibition. For greater clarity, circuits hosting salons in different countries can only offer regional pricing in the single country hosting the exhibition itself, not in countries hosting each salon in the circuit.
   c) Where printed catalogs are produced or prints are to be returned, exhibitions may charge different fees for postage, provided this extra cost is clearly explained in the Conditions of Entry.

SECTION G - PRINT EXHIBITIONS

Rules for all print exhibitions must be in the condition of entry/rules on the website. In addition to the rules below, see rule ES-K9 which also applies to judging prints, and review rule ES-M6 which also applies to Print Exhibitions.

ES-G1 When exhibitions refer to Large or Small prints, the following definitions apply:
   • SMALL - A maximum size of 8.5 by 12 inches (216 x 305 mm);
   • LARGE - A maximum size of 16 by 20 inches (406 x 508 mm). Large prints must be larger in both dimensions than 8.5 inches by 12 inches.

ES-G2 Salon sections for the **Pictorial Prints Division** typically include (but are not limited to):
   • Small Color (SCP) and Large Color (LCP) prints;
   • Small Monochrome (SMP) and Large Monochrome (LMP) prints;

ES-G3 Pictorial print sections may be designated Open or designated as a theme section if the subject matter is restricted. Pictorial Print Division sections must not allow both color prints and monochrome prints to be entered in the same section.

ES-G4 Exhibitions may offer Photojournalism, Nature and Photo Travel print sections, **with print sizes determined by the exhibition organizer**.

ES G5 The rule restricting print sizes for photojournalism prints has been rescinded.

ES-G6 Prints can be printed by the entrant or by a commercial printer. Also see point G9 below.

ES-G7 Prints may be unmounted or mounted at the discretion of the exhibition. The COE must state what mounting procedures apply. Any mounts must not exceed specified print sizes.

ES-G8 If an exhibition has agreed to return prints, these must be shipped in the original containers and wrappings whenever possible. Entrant's special mailing instructions must be followed if sufficient postage has been provided.

ES-G9 Third-Party Printing Option

Exhibitions with print sections may offer entrants the option to have entries printed by a pre-selected local printer rather than printing and submitting their own prints. The exhibition facilitates the arrangement but remains separate from any renumeration (payments, kick-backs, commissions) and any file transfers. This makes entry similar to entering a digital section; however, judging is still done

by viewing the prints produced by a local printer. If an exhibition offers this option, the following restrictions apply:

- **Requirements:**
1. Participation is voluntary for both exhibitions and entrants;
2. Printer must be independent of the exhibition and perform no alterations to images;
3. Exhibition arranges pickup/delivery of prints, and appoints a knowledgeable liaison;
4. All printer contact information and liaison details must be in the exhibition rules.
- **Process:**
1. Entrants send high-resolution files directly to the printer;
2. Printer provides technical details (ICC profiles, etc);
3. Printer sends itemized costs directly to entrants;
4. Entrants pay printer directly with no exhibition involvement.
- **Acknowledgement:**

The exhibition website must display an acknowledgement box with the following text:

> "*I acknowledge that all rules have been read and followed with regard to having my prints processed locally; I am responsible for contacting the printer, sending the digital file to the printer and paying the printer directly with the full understanding that I will not see the print prior to entry.*" **Acknowledgement is mandatory.**

ES-G10 Exhibitions must require from the entrant a digital version of each print entered. This is for identification of their prints and to be used in the online/printed catalog, or future exhibition advertising.

SECTION H - 3DD

ES-H1 A 3D exhibition qualifying for PSA recognition may sponsor any number of sections of each type of format. Additional restricted (themed) sections can be included along with the general sections. An exhibition may sponsor digital, print, or slide sections or any combination; projected (slide and digital), prints (Holmes style and anaglyphs), etc.

ES-H2 The entry form must specify the types of slide formats that will be accepted, such as Realist mount, View-master (a reel is considered one entry), 2x2 pairs, medium format, etc. Photographs on transparency material may be entered in a slide or combination projected section.

ES-H3 The entry form must specify the types of digital format that will be accepted and the process of submitting the digital images (email, CD/DVD, etc.), along with any other specific requirement digital entries may be judged either by a digital projector or on monitor(s) at a single location, and Conditions of Entry must specify which display method will be used for judging. Disks need not be returned if so stated on the COE.

ES-H4 The entry form must specify the types of print format that will be accepted, such as, lenticular, anaglyphs, over and under pairs, Holmes style cards, etc. Stereo prints are be restricted to reflective (opaque) material.

ES-H5 Whether entries are acquired, modified or presented traditionally or digitally, any particular pair of images must keep the same title, regardless of format. The Conditions of Entry must state whether or not the exhibition will accept a previously accepted image presented in a different format.

ES-H6 Stereo exhibition sections restricted to one category of subject matter, such as action or human interest, etc. or to a particular process such as Phantograms, may apply for and receive restricted recognition. PSA-recognized exhibitions that are not sponsoring restricted sections may buy a PSA silver medal to award for a restricted subject within a general section.

ES-H7 Consistent with the statement on Artificial Intelligence, each image in a pair of 3D images submitted to a PSA approved 3D Exhibition must be created with light capture. Depth in a pair of images must be created photographically. Computer generated depth (i.e., 2D to 3D Conversion) or depth obtained by means other than photographically (e.g., Lidar scanning, etc.) are not allowed.

SECTION I **– CIRCUITS**

ES-I1 A circuit is an exhibition with between three and six separate salons, with one entry process, in which the same images are judged in each salon. Each salon of a circuit must be referred to as Salon 1, Salon 2, etc. There must be a common calendar and specifically a single closing date (the date by which all entries must be received). A circuit will be given a single PSA recognition number. An image may receive an acceptance in each salon and each acceptance can be used for star ratings in the appropriate Star path.

ES-I2 Salons may be judged sequentially, simultaneously, or a combination of both.

ES-I3 Salons may be held in separate locations or in the same location by different juries who must not be aware of proceedings in the other salons. If they are held on separate dates, they must adhere to the rules that apply to exhibition calendars, except with written approval of the ERD.

ES-I4 A judge may only judge one salon in a circuit; they cannot judge the same section or any other section in another salon of that circuit.

ES I5 The members of the jury are not allowed to participate in any section of the exhibition; this applies in the same way to a circuit, which means that they are not allowed to participate in any section in any salon of a circuit, whether officiating in that particular salon or not.

ES-I6 Except for 3D exhibitions, several salons may occur on the same day in the same location if the following procedures are followed:

- Each salon must have independent scoring and record keeping.
- The scores of each jury in a section must not be observed by another jury or announced until after all sections have been completely judged by all juries in the circuit.
- Each jury must select their awards separately from the other juries. The scores of any jury must not be visible or available to any other jury.
- If an image is disqualified in any one salon, the image must be reviewed by the other juries for that section.

ES-I7 Starting in 2026, the date which triggers the due dates for subsequent events (score reports, galleries, catalogs, etc) is **the closing date**, not the last judging date. See section M.

ES-I8 Each salon may be overseen and organized by a salon manager acting on behalf of the exhibition chair. The exhibition chair is responsible for ensuring that each salon manager operates in compliance with these PSA exhibition standards and all other policies and practices currently in place for exhibitions, and within the scope of the PSA Certificate of Recognition. Salon managers are optional for circuits.

ES-I9 A salon manager may not enter any salon in the exhibition or act as a judge. In lieu of this, salon managers will be awarded three acceptance credits for each PSA approved section in the exhibition, up to a maximum of six credits for each star path. These acceptance credits can be used in the same way as acceptance credits for judging.

SECTION J - EMAIL ANNOUNCEMENTS

ES-J1 Exhibition chairs may use email announcements to promote PSA recognized exhibitions, with the following restrictions:

- Exhibitions must not issue more than 6 email announcements per exhibition.
- Emails advertising exhibitions must not be sent to PSA officials using their official PSA email address.
- A functional "Unsubscribe" function in English must be included in every email announcement. Requesting the entrant to send an email with the word "Unsubscribe" does not satisfy this requirement. All unsubscribe requests must be acted upon with

immediacy and no further emails should be sent to that email address.
- Email announcements must not reveal the email addresses of any other recipients.

SECTION K – JUDGING

This section describes the judging process. See Section E for Judge Requirements.

ES-K1 Any person who has had access to the images prior to the time of judging may **not** serve as a judge for the exhibition. This includes the exhibition chair, the developer, owner or provider of the exhibition's software, or the exhibition webmaster.

ES-K2 The entries must be judged by a minimum of three (3) and a maximum of five (5) judges. The same number of judges must be used throughout the exhibition.

ES-K 3 Only the judges may select the awards designated for that section. In selecting awards the judges must meet either in person or via video link. The exhibition chair or salon manager must be in attendance and in control at all such awards meetings. An exception to judges selecting awards is allowed for the exhibition chair or salon manager to select one Chair's Choice award in each section. During this process, entrant details such as name, country or any other form of identification may not be visible to the judges until the results are published.

ES-K4 The ERD may choose to be present or to appoint an observer to attend the judging and the selection of awards. The appointed observer may not take an active part in the judging.

ES-K5
a) All judging must be done in accordance with applicable current PSA judging instructions, available on the PSA website: https://psa-services.org/ES/#judges
b) When a judge is found to have accepted or awarded images that violate the definitions or rules of a division, the judge may be restricted from judging that division or all divisions; any such restrictions will be recorded in the PSA Judges' Register. Judging Credits may also be revoked.

ES-K6 The judges **must** be given instructions just prior to the commencement of judging regarding any pertinent requirement or restriction, including information on medals and other awards.

- Instruction must include judges being given the definition for the section being judged and an explanation of the method of judging to be used. Particular care must be taken that images presented in any theme within a particular star path conform to that star path's definition.
- Chairs must instruct the judges that an entrant may not enter similar images in the same exhibition, and that in order to review whether the similarity between images is a potential violation, judges typically use screen shots to compare images and then confirm with the Chair whether the same author submitted both images.

- **Nature** Photojournalism, Photo Travel, and Pictorial Image Divisions have produced guidelines for judging sections within these divisions, to be found under each Division on the PSA website. Exhibition chairs must make sure that judges have read and understood these guidelines before the day on which judging starts. In addition, the exhibition or salon manager(s) must make sure that judges are following the guidelines, and if necessary, intervene to require re-scoring if the guidelines are not being followed.

ES-K7 Exhibition judges may not:
- Compete in any section of any exhibition or circuit in which they are judging. See **ES I5.**
- View the images submitted in the section they are judging ahead of the actual judging. Browsing through the images just prior to scoring is considered part of the judging.

ES-K8 Judging of digital imaging sections may be by digital/video projection, high-definition television, multiple monitors at a single location, or judges viewing the images on their own monitors via the

Internet. Images must be visible at their exact resolution, neither compressed nor enlarged. The use of smart phones or other small devices for viewing images is not allowed. Proper viewing distance should be 2 ½ to 3 times the distance of the longest dimension of the images as they appear on the screen. Judges are requested to calibrate their monitors if the judging is by remote link.

ES-K9 Judging Prints

- A proper viewing distance for prints should be about 2 ½ to 3 times the longest dimension of the print category. (For small prints, it is about 3 feet/1 meter, and for large prints, it is about 5 feet/1.5 meters.)

- Prints must be judged by all judges at eye level and at the same time in front of a viewing box or stand with uniform lighting around 5000k to 5500K, with illumination level at the print plane between 9 to 10 EV.

ES-K10 Image Disqualifications

Exhibition judges may choose to disqualify (DQ) an image at any time before judging, during judging or after judging. The disqualification may be due to the rules pertaining to a Division, Section or Theme, to images being too similar, or to a violation of PSA's rules regarding AI, Authorship, Subject Matter, etc. If a dedicated DQ button is not available in the exhibition software the exhibition chair must instruct the judges to use the lowest possible score to DQ images. Before scoring begins, a chair can suggest to the entrant to change entries that may be too similar or that may be in violation of exhibition rules; however, only judges can DQ images. Note that any non-compliant images can be removed after judging by request of the ESD of the relevant division.

The following apply when an image is considered for disqualification:

- Any image designated as a DQ must be reviewed by all the judges of that exhibition section for agreement before the awards are chosen.

- The entrants should, if possible, be given the opportunity to justify their submission.

- The judges, via the chair, can request that the entrant submit an original, unaltered image. If the entrant does not comply, the acceptance or award must be withheld.

- The exhibition chair must explain the reasons for the DQ decision to the entrant. This can be included in the score report.

- Any acceptance and award for disqualified images must be voided. In the case of a Circuit the disqualification must be across all salons.

- If an exhibition believes that an entrant is guilty of cheating or plagiarism, the exhibition **must** report this, giving full details of the alleged offense to the PSA Ethics Investigation Team Secretary at eit-secretary@psa-photo.org

ES-K11 In any single section, the acceptance rate must not exceed 30% with the exception of 3D sections where the acceptance rate must not exceed 45%. If the proposed acceptance rate is above 30% (or 45% for 3D), the judges must re-score as many images as is necessary to bring the acceptance rate down.

ES-K12 Close relatives, or household members of any judge must not receive any awards in the section(s) judged by that judge. They are, however, allowed to receive acceptances. Judges are required to inform the exhibition in advance of any close relatives/household members taking part in the exhibition.

ES-K13 Software developers or owners/providers of exhibition software cannot judge any exhibition in which their software is being used.

ES-K14 All information, including image file names, provided to the judges for remote judging must

retain complete anonymity of the entrants and not provide the judges with any means of determining any entrant's personal details, such as name, email address, or country. At no stage may a judge be able to see all the images presented by any one entrant.

ES-K15 The chair (or salon manager if used in a circuit) must appear live on screen during the online award judging sessions. The chair cannot be represented by a blank tile or an avatar during the award meeting

ES-K16 The chair (or salon manager if used in a circuit) must conduct the award session for online judging.

ES-K17 The chair must take screenshots of each online awards meeting, and may be asked to produce the screenshots by a PSA Director.

ES-K18 When the judging is offline the chair (or salon manager in a circuit) must conduct the award session and must be present during the selection of the awards.

ES-K19 Although exhibition judges are expected to provide their services free of charge, exhibition organizers may reimburse the judges' travel or provide other compensation.

ES-K20 Judges wanting to review whether the similarity between images is a potential violation may first use screen shots to compare images and then confirm with the Chair whether the same author submitted both images.

SECTION L - MEDALS AND AWARDS

ES-L1 Each section of each exhibition, whether a salon or a circuit, must have its own separate medals and other awards awarded by its own set of judges. Awards (medals, certificates, etc) must be consistent for a particular section across each salon in a circuit.

ES-L2 As part of the section fee, each exhibition will receive a PSA gold medal. This medal will normally be given as the top award in each section in each salon unless the ERD approves another as having primary importance to the exhibition. In this case, the PSA gold medal may be awarded to some other **top** place (never a second place); the criteria for the award must be outlined in the COE and any catalog.

ES-L3 PSA silver and bronze medals, PSA honor ribbons, and a PSA Nature Division Wildlife silver medal, are available for purchase (see Section C for cost). The Nature Division silver medal must not be awarded as "Best of Show" in sections restricted to Wildlife.

ES-L4 Only one award can be given to an entrant in any one section.

ES-L5 The name and year of the exhibition, the section, the author, and the title of the image must appear on the backs of all PSA medals/awards. The exhibition name may be condensed so long as it clearly identifies the exhibition.

ES-L6 For sections with more than 250 images, no more than 10% of the acceptances can receive medals/awards, and for sections with 250 images or less the chair will allow a maximum of 7 awards**.**

ES-L7 If an award is lost in shipment, exhibitions are required to ship a replacement when notified that it has not been received within 120 days after the end of judging. Exhibitions are advised to ask the entrant to confirm the correct address. If a second mailing fails, then exhibitions are not under any further obligation to send replacement awards. Replacement PSA medals may be ordered at replacement costs by contacting the appropriate ERD. Medals can only be shipped to the designated exhibition chair.

SECTION M - EXHIBITION CALENDAR

Event	ES Notes	Date requirement
All judging completed	M1	Between 10 and 28 days after **closing date** (4 weeks)
Score reports sent	M2, N1-8	35 days after closing (5 weeks)
Title and Name typo corrections	M2, N9	45 days after closing (10 days after Score reports)
Online gallery posted	M3	49 days after closing (7 weeks)
Acceptance reports (EDAS) sent to PSA	O1, O2	60 days after closing (2 months)
Awards mailed	M4	90 days after closing (3 months)
Online catalogs posted	M5, P1, Q1-3	90 days after closing (3 months)
Printed catalogs posted	M5	120 days after closing (4 months)
Status page, gallery and website	F10, P1	publicly accessible for 12 months after closing date

ES-M1 - Judging Completion Date: Judges are to be given a <u>minimum</u> of 10 days to score images when the exhibition is an online judging. Judges **and the ERD** are to receive the invitation to the Award Meeting no later than the closing date of the exhibition but that date and time can be changed, **after scoring is complete**, to accommodate circumstances. Judging must begin within 14 days of the closing date and must be completed within 28 days of the closing date.

ES-M2 – Score reports (notification of results): Score reports must be made available to each entrant no later than **35** days after closing date. The entrant has **10** days after score reports to notify the Chair of any corrections (misspellings, etc). (<u>See Section N</u>)

ES-M3 - Online galleries: the online gallery must be displayed within **49** days after closing date, (<u>see Section P</u>)

ES-M4 – Awards: all awards must be sent within **90** days of closing date.

ES-M5 –Catalogs:
- <u>Digital catalogs</u> must be sent or made available within **90** days of the **closing date**.
- <u>Printed catalogs</u> must be mailed within **120** days of closing date (see Section Q). A PDF version of the printed catalog must also be emailed to Exhibition Services VP, HQ, and the Senior SRD.

ES-M6 – Exhibition of Photographic Prints: Print exhibitions should hold at least one public showing of **physical prints**. Digital projection of awarded prints is not an adequate substitute for displaying actual prints. At a minimum, awarded prints (medal winers, honorable mention, certificate of merit, etc) should be displayed.

ES-M7 Any date changes, including closing dates and judging dates, must be approved by the relevant ERD and only in exceptional circumstances. Requests for changes and approvals must be made in advance within the ERS messaging function. Other emails will go unanswered. Extensions cannot be approved outside the ERS system. **With the exception of Closing Date and Website Availability, any completion step can occur earlier than stated, but not later.**

SECTION N - NOTIFICATION OF RESULTS
ES-N1 Each entrant must receive a personal notification of results which must include:
- the name and year of the exhibition
- the assigned PSA recognition number
- the entrant's name

and for each section:
- all entry titles in the same order as submitted

- an indication that the image was accepted or rejected
- the name of any award received by the image
- the reason if an image is disqualified.

ES-N2 Where an exhibition reports a numerical score, the notification must also state:
- the minimum and maximum scores possible
- the acceptance score
- the total score for each image
- numerical scores may not be divulged to anyone except the entrant, including when posted on the exhibition's web-page

ES-N3 Plus or minus marks with numerical scores are not allowed.

ES-N4 Where an entry has been re-judged, for instance, as a result of a tie breaking process, and the score is changed, the new score replaces the original score.

ES-N5 After any necessary tie breaking adjustment of scores, and the final determination of results, no score may be lowered, except when, on close examination by the judges, an image is found to be out of compliance. In that case, it should be allocated the minimum score or disqualified.

ES-N6 Notification of an entrant's results may be by email containing results, or an email directing the entrant to the results on the exhibition web page, or a link to where the entrant may download the score report. Results must be in an accessible and readable form.

ES-N7 Results on the exhibition web page must only show that entrant's name and result. Scores, addresses and email addresses of all entrants must not be revealed.

ES-N8 Posting of acceptances on an exhibition's website does not meet the requirement that each entrant must be notified of their results. The entrant must receive an individual score report, in addition to any notification on a website.

ES-N9 In the event that the result notification contains errors such as misspelled titles, an entrant has **10** days after the notification of results to notify the exhibition of corrections. Exhibition organizers must make the corrections prior to posting the gallery or uploading the EDAS file.

SECTION O - REPORTING RESULTS TO PSA (EDAS)

ES-O1 Exhibitions must report results to PSA within **60** days after the closing by submitting a completed EDAS file. The EDAS file must be emailed to EDAS@psa-services.org unless otherwise specified in the ERS system.

ES-O2: As of 2024, all titles entered in the exhibition must be included in the EDAS file, whether they were rejected, accepted or awarded. Chairs must refer to the EDAS Reporting Instructions for details related to all reporting requirements to ensure the EDAS is compliant. When entering titles or their personal names, exhibitors may use Latin1 or Latin2 character sets (ISO-8859-1 or ISO-8859-2) which allow diacritical marks (é, ñ, ü, ą, ę, ś, etc). Non-Latin writing systems (العربية, русский, ελληνικά, 中文 , カタカナ, देवनागरी) may cause problems in Galleries, Catalogs and Star applications. Exhibition software must not restrict hyphens, apostrophes, underscores or alter the characters entered for the entrant's name or title. Prepended and trailing blank spaces must be trimmed.

SECTION P - ONLINE GALLERY

ES-P1 All digital sections must provide a website gallery of all accepted and awarded images, separated by salon if a circuit, and then by sections. The galleries must remain on the exhibition's website for at least 1 year from the closing date. Refer to Section M – Exhibition Calendar for dates and deadlines. Each section must have its own gallery divided into two parts, one part showing award-winning images

only and the other part showing all acceptances in that section.

- Each image must be identified with the image title, the image maker, and when applicable, the award won by the image.

ES-P2 The ERD may contact an exhibition with non-compliant images. Non-compliant gallery images are referred to the divisions' Exhibition Standards Director (ESD) who can authorize their removal. Unresolved exhibition problems are referred to Exhibition Services.

SECTION Q - CATALOGS

ES-Q1 The exhibition must produce only one official exhibition catalog, and it must contain the relevant details for all of the sections and salons of the exhibition. There may be other ancillary catalogs.

ES-Q2 Full details of what must go into the catalog are in the *PSA Catalog Instructions,* available on this page: https://psa-services.org/ES/#chairs

ES-Q3 One copy of the catalog must be sent to each entrant or made available for each entrant to download from the exhibition website. The exhibition must notify entrants when the download versions of their catalog are available on their website.

SECTION R - EXHIBITION RECOGNITION DIRECTORS (ERDs)

ES-R1 ERDs are PSA volunteers who oversee exhibition applications and operations to ensure compliance with these Exhibition Standards, all PSA exhibition policies, and other documents found under Exhibitions on the PSA website. They grant PSA recognition once applications are in compliance. No ERD can receive a Chair's Choice award in exhibitions in which they played a role in reviewing or approving.

ES-R2 ERDs also review exhibition websites to ensure continuing compliance with PSA exhibition policies and may observe exhibition judging to ensure compliance with PSA judging standards, and report any problems.

ES-R3 In the event of non-compliance, the ERD will report the issue to the head of Exhibition Services for resolution. A penalty may apply to the exhibition itself or to any exhibition chaired by that exhibition chair.

ES-R4 ERD's are selected internationally based on experience with exhibitions, knowledge of division requirements and ability to communicate in English.

ES-R5 An ERD is assigned within the system, and once assigned the same ERD may continue to work with that exhibition in future years, unless either party requests reassignment.

ES-R6 An ERD or anyone else in an Exhibition Services position and their relatives are limited to hosting three PSA recognized exhibitions per year.