Osteopathic International Alliance · 142 E. Ontario St., Chicago, IL 60611 USA

Osteopathic International Alliance

Policy on the Use of AI Notetakers in Webinars & Online Events

Introduction to Policy

The Osteopathic International Alliance (OIA) is committed to creating a safe, respectful, and engaging environment for everyone attending our webinars and online events. To help protect the integrity of our content and ensure the privacy of our members and speakers, we've developed a clear policy on the use of AI notetaking tools.

This policy outlines our approach to recording, transcription, and the responsible use of technology during OIA-hosted sessions. We appreciate your support in following these guidelines to help maintain a trusted and inclusive space for professional learning and connection.

To protect participant trust, member privacy, and the integrity of our content, the use of AI notetakers (e.g. Otter.ai, Fireflies, Zoom transcription bots, etc.) is not permitted in any OIA-hosted webinars or online events, except those used by OIA staff or members of the Board of Directors.

Policy Details:

- **Recording and Transcription Restrictions:**

  Attendees are not permitted to use third-party AI tools to transcribe, record, or summarise webinar or online event content unless explicitly authorised by OIA.

- **Privacy and Consent:**

  Many of our webinars and online events include interactive discussions and participant contributions. Using AI tools without consent may compromise the privacy and confidentiality of attendees and presenters.

- **Enforcement:**

  Participants found to be using unauthorised AI notetaking tools may be removed from the session and may be restricted from attending future OIA events.

- **Official Summaries:**

  Where appropriate, OIA will provide access to officially approved session recordings, slides, or summaries.

  Adopted November 4, 2026.