

Charter for endorsement of events by the ESO International Liaison Committee (ILC)

April 2015

Principles:

- 1) The ESO ILC will consider endorsement of scientific or educational conferences that promote awareness, knowledge, and understanding of stroke, have the ultimate goal of advancing stroke care and prevention, reach the highest scientific principles and standards of integrity.
- 2) The ESO will in general not endorse meetings that promote single commercial products or services, distribute advertising or promotional material or provide information that is inconsistent with current scientific knowledge. Meetings supported by commercial funding will only be considered if the funding is given as an unrestricted educational grant.

Process:

- 1) Each application will be considered individually by all ILC members and the process is fully democratic. Those ILC members, who are (co-)organizers of the event do not participate in the endorsement process of this particular event.
- 2) To endorse national and international meetings, the proposal must be submitted on the ESO Endorsement Form available from the ESO website. The application form must include:
 - a) Title
 - b) Location, dates and web address
 - c) Details of the event organiser
 - d) A description of the event including the main focus, aims, key speakers and topics, and participants
 - e) Confirmation that the meeting is open to all with relevant interests
 - f) An indication of why the event needs to be endorsed by ESO
 - g) Details of the event funding including a statement that any commercial funding is unrestricted

- 3) A meeting flyer and the final Scientific Programme must be included with the application.
- 4) Suitability of each event for ESO endorsement is assessed based on the evaluation of the following factors:
 - relation of topic to stroke,
 - scientific level,
 - funding**,
 - geographic localization***.

** In general, events organized mainly on commercial basis and not where funding is from a commercial source unless it is an unrestricted educational grant.

*** In the past, ESO endorsed mainly events organized or co-organized by Europeans. Increasingly, we are now being asked to consider the endorsement of events anywhere in the world, so as to promote ESO activities and the ESO Conference elsewhere.

- 5) If some ILC members find the event not suitable for endorsement, he/she explains his/her reasons to other ILC members. In such a case, those ILC members who have already endorsed the event may reconsider their votes, before agreeing the final decision and sending to the applicants.
- 6) Reasons for non-endorsement in the past have included:
 - event scientific program not provided by organizers (several events)
 - conference planned mainly as a clinical trial meeting for a single project
 - congress not focused on stroke but on cardiology, myocardial infarction or gynaecology and without clear reason for ESO endorsement
 - ESO asked to co-organize the event and to provide speakers / technical equipment / funding outside of any prior agreement between ESO and the other organisation.
- 7) Once the ILC have agreed, the decision is relayed to the applicant organisation by the ILC Chair, using a standard feedback text similar to: *"It is my pleasure to inform you that, based on the discussion and voting of the members, the International Liaison Committee of the European Stroke Organisation has endorsed the XXXXXXXX, which will be held in XXXXX on DATES. Please place hyperlinks to the website of the European Stroke Organisation (<http://www.eso-stroke.org/>) and of the next ESO Conference (<http://eso.kenes.com/>) on your congress website."*

- 8) The applicant organisation is allowed to include the ESO logo on their website, meeting papers, etc., and the statement: “This meeting is endorsed by the European Stroke Organization. It is open to all who are interested in cerebrovascular disease.”
- 9) The decisions are recorded on a spreadsheet by the Chair.

ESO ILC, 17 April 2015