



External Activities: Guidelines

The following guidelines and policies are applied during the European Cancer Congress 2015 (ECC 2015)

Unofficial Satellite Symposia

Companies are not permitted to organise unofficial Satellite Symposia or similar corporate organised events that are open to general congress participants to attend, either on or off site.

Unofficial Satellite Symposia or corporate events may not take place during the period extending from the start of the first sessions (07:45) until and including the end of the official Satellite Symposia (20:15). On Friday 25 September 2015 no such events may take place from 11:00 to 21:00.

Social Events

Companies and organisations are welcome to organise social networking events such as dinners and receptions during the framework of the Congress but these social gatherings may not be organised during the times of the official Congress Opening Event (Friday 25 September from 19:00-21:00) nor should they take place in parallel with any of the scientific Congress Sessions.

Closed Meetings

Limited meeting space is available at the Congress Centre to organise smaller closed meetings such as (advisory) board meetings, investigator meetings, etc. Small meetings may take place in parallel with official Congress Sessions provided they do not involve groups larger than 40 people and are limited in duration (all day meetings outside of the Congress Centre are not allowed). The guiding principle of this policy is to avoid attendees missing Scientific Sessions at the Congress. These meetings may only be attended by invited participants and may not be open to the general congress participants.

Onsite meeting rooms (where available) can be booked through the Congress Secretariat additional meeting space in surrounding hotels may be booked through the local housing agent.

Third Party Media Events

Companies wishing to organise a media event during the Congress should send a request in writing to the Congress media consultants. It is not permitted to schedule media events, either on or off site, to coincide with the official press conferences or during the "blackout" times. A list of blackout times may be obtained from the media consultants. The media events must pertain to presentations being made at the main conference in oral or poster sessions and not at Satellite Symposia alone.

Full details of the Congress policy for third party media events can be obtained from the media consultants or from the Congress website.

The programme for any third party media events should be submitted and approved by the European Cancer Congress 2015 media consultants before any invitations are sent out.

Contact: Mary Rice or Emma Mason, Email: info@ricemason.eu