

ESGO ENDORSEMENT GUIDELINES

1. To organize an ESGO endorsed meeting is **one of the benefit of membership**.
2. The **input of ESGO**:

2.1. Endorsed meeting

- The Society is not involved in the design of the event
- its scientific value should be evident as reflected by the recognition of the speakers and their expertise in the fields (preliminary scientific program is a mandatory part of the request)
- support from the Society:
 - no financial support
 - logo is granted reflecting endorsement
 - recognition of the scientific value of the event
- prior approval of the Council is necessary
- organizer: any ESGO member
- place: Europe
- In return:
 - on site promotion of ESGO (brochures, slides)
 - the organizer is asked to provide contact details of participants (mailing list)
- others:
 - in case of Industry support, the event should not be sponsored by a unique sponsor
 - endorsement will be granted exclusively to academic meetings

2.2. Sponsored meeting

- The Society is involved in the design of the event (*ex: lectures or sessions during gynae&onco or obst&gynae meetings*)
- Support from the society: the economic and structured support varies according to content and impact (*ex: paid and/or ensured up to 3 speakers*)
- All other conditions as of 2.1. Endorsed meetings apply

3. **Applications** for endorsement should include:

- Details of the meeting (name, dates, venue, organizer)
- Preliminary scientific program incl. invited speakers
- In case of second or follow-up meeting, re-application is obligatory
- In case of sponsored meeting, a structured request for economic support is mandatory

Applications should be sent to adminoffice@esgo.org 6 months prior the meeting in case of endorsed meeting (point 2.1.) and 3 months in case of sponsored meeting (point 2.2.) for approval of the ESGO Council. Approval outwith this time scale will be offered only in exceptional circumstances.

4. Special conditions for organizing Workshops / Supported meetings in European Lower income countries within the framework of **ESGO Workshop Programme** apply.