



## ISTH Code of Conduct SSC Cairo – May 22-25, 2010

The **International Society on Thrombosis and Haemostasis (ISTH)** is a membership-based, non-profit organization whose goal is to advance the science and treatment of medical problems related to thrombosis and abnormalities of hemostasis and vascular biology. ISTH is governed by elected Officers who comprise the ISTH Executive Committee.

In addition to publications such as its *Journal of Thrombosis and Haemostasis*, ISTH promotes education and scientific exchange through two types of international meetings – a **Biennial Congress** and an **Annual Meeting of the Scientific and Standardization Committee (SSC)**. Each event offers industry opportunities to interrelate face-to-face with physicians and scientists to share information and best practices.

Overall responsibility for an ISTH meeting lies with the International Society on Thrombosis and Haemostasis. Each meeting has a President who acts on behalf of ISTH in his or her capacity as an ISTH Officer. Typically, components of the meeting's organizational work are delegated to a third party company, such as a Professional Congress Organizer, who acts on behalf of ISTH for delegated activities and reports to the Meeting President. For the ISTH SSC Annual Meeting in Cairo, the meeting manager is Pioneer Events.

ISTH is committed to providing the highest quality meeting possible. ISTH values industry's involvement at Society meetings both for its scientific contributions and financial support. Because the success of this partnership rests on uncompromised ethical standards, ISTH and industry share responsibility for balancing the inter-relationship between science and commerce at the Society's meetings.

In this regard, ISTH has developed rules and regulations that outline its Executive Committee's expectations for acceptable branding, commercial activity and participation by industry at an ISTH meeting. These guidelines may also encompass regulations imposed by the meeting venue or subcontractors.

It is understood and agreed that the policies for industry participation are part of a contract between each company and ISTH, and that the company's submission of an Order Form for either sponsorship or exhibition constitutes its agreement to abide by all ISTH regulations and those of the meeting venue. For ISTH SSC 2010, these regulations are set forth in the documents **Exhibition Rules and Regulations** and in the **Sponsored Symposium and Technical Session Guidelines**. In addition to those outlined in these documents, ISTH has other guidelines as follows:

### **Assignment of Exhibit Space or Sponsor Item**

Exhibit space, symposium and sponsor opportunities are allocated to industry according to company rank established by a company's financial support of the three ISTH meetings immediately prior to the Society's forthcoming meeting. Thereafter, requests by non-ranked



## **ISTH Code of Conduct SSC Cairo – May 22-25, 2010**

companies are satisfied on a first come, first served basis. Details concerning the attribution process are outlined in the Priority Points System summary available from ISTH Headquarters. For your copy or information, please contact the ISTH Director of Corporate Relations, Margo Price, at [margo\\_price@isth.org](mailto:margo_price@isth.org).

### **Sponsors & Exhibitors**

A company who exhibits or sponsors at an ISTH meeting is responsible to inform all subsidiaries, affiliates and third parties involved on its behalf of all rules and regulations applicable to the meeting. It is the exhibitor's and/or sponsor's responsibility, being the official contract partner to ISTH, to ensure that its subcontractors adhere to all rules and regulations.

ISTH and its Organizers reserve the right to interpret, amend, and enforce any contract's conditions and rules and regulations at any time deemed appropriate to assure the success of the meeting.

### **ISTH Name and Logo Use**

Use of the ISTH name and ISTH logo any fashion for any purpose is expressly prohibited before, during and after the meeting without prior written consent of ISTH Headquarters.

*The exception is that the official ISTH logo or meeting logo may be used on invitations for officially approved corporate symposia.* It can be requested from the ISTH Director of Corporate Relations Margo Price at [margo\\_price@isth.org](mailto:margo_price@isth.org) for symposia taking place at SSC 2010.

### **Press, Media and Publication**

Press conferences, briefings of any kind or similar group events organized directly or indirectly by industry need the prior approval of the Organizers.

Picture taking, filming and recording any portion of an ISTH SSC meeting's Educational or Scientific Program is not allowed.

### **Social Events**

The social program of an ISTH meeting is an important part of the event itself. Exhibitors and sponsors are reminded that industry-organized social events must not be arranged during the ISTH meeting's official program hours or during one of the meeting's official social events (e.g., welcome reception).

Transportation to industry-organized social events must not depart during the hours of an official scientific program or an official event.

### **Legal**

Each exhibitor and/or sponsor is solely responsible for the material and information it makes available at an ISTH meeting. Exhibitors and sponsors should only present material that has been



## ISTH Code of Conduct SSC Cairo – May 22-25, 2010

approved by the company's legal department. This material must also be in compliance with the legislation of the host country where the ISTH meeting takes place.

It is understood and agreed by each exhibitor and sponsor that, should any claim or liability arise out of any exhibitor or sponsor activity or information presented at an ISTH meeting, the exhibitor or sponsor will indemnify ISTH and its Organizers and all of their respect officers, employees and agents from any liability, costs or expenses any of them may incur as a result thereof.

### **ISTH Enforcement**

All companies must comply with ISTH rules and regulations, as well as with guidelines imposed by the meeting venue or other contractors. The procedure for policing violations and enforcing guidelines is as follows:

- Alleged violations will be reported to the Organizer and to the ISTH Director of Corporate Relations, who reports to the ISTH Executive Committee.
- Once the alleged violation has been duly considered by ISTH, a representative of the company will be invited to present its position. The final decision on the applicable sanction, if any, will be made by the ISTH Executive Committee.

### **Other Relevant Documents**

In addition to the guidelines set forth above and to those outlined in the **Exhibition Rules and Regulations** and **Symposia and Technical Session Guidelines**, the following documents may be of assistance for your ISTH meeting planning. They are available from the ISTH Director of Corporate Relations or may be downloaded from a dedicated, pass-protected Sponsor/Exhibitor Only tab on the meeting website.

- 2010 Sponsorship and Exhibition Sales Prospectus
- Exhibitors' Technical Manual
- Code on Interactions with Healthcare Professionals, by PhRMA

### **Definitions:**

- ***Exhibitor*** -- A company who submits an approved application and is allotted space to exhibit at an ISTH meeting.
- ***Sponsor***—A company who buys services at an ISTH meeting
- ***Organizers***—PCO representing ISTH and ISTH Headquarters staff

<end>