OPERATING PROCEDURE OP: 10

APCNDT CONFERENCE SPONSORSHIP

Scope
Procedure includes a set of steps/ processes needed to approve sponsorship of conferences, President’s engagement and activities in the best interest of APFNDT and member and organization which ask for sponsorship.

The sponsorship for conferences can be requested of APFNDT by either Type;
1. APFNDT member, or
2. By an external organization tasked with hosting the conference

Guidelines
In order to obtain sponsorship by APFNDT the conference shall fulfill the following conditions:
(i) The Conference shall be devoted to NDT Related Activities
(ii) The Conference shall not present any commercial aspect
(iii) The Conference shall have a larger scope than a national one
(iv) The Conference and proceedings are to be in English
(v) At least one Technical Session chairmanship shall be reserved for the official delegate of APFNDT – See OP4.
(vi) The organizer shall arrange free registration of the voting delegates of APFNDT attendance
(vii) The Conference shall not be in conflict with the ICNDT or any International Conferences already announced in the APFNDT calendar of events

Procedure
The request for sponsorship shall be sent to APFNDT secretariat with the following information:
(i) The date and place of the conference.
(ii) The nature and program of the conference.
(iii) The personalities which can be eventually invited.
(iv) The replies to the condition defined above.

The decision will be taken by the President of APFNDT on the proposal of the secretariat for the request in the case of type 1.

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The President shall consult all Board members on the proposal of the secretariat for demand in the case type 2.

When indicating the decision to the applicant, the APCNDT secretariat shall indicate how the indication of the APFNDT supporting shall be put on the program and documents related to the conference (e.g. dimension and position of the APFNDT logo).

**Financing**

APFNDT will take no financial responsibility through its role as a supporter. APFNDT could mobilize funds to help activities which are critical to members. The demand for sponsorship with financial support shall include;

(i) Funds/credit needed

(ii) Formal request with rational explanation of fund use and ability to evaluate/ compare and prioritize requests

(iii) Request on time enough to APFNDT decision could be made on the necessary level (Board, GA)