

OPERATING PROCEDURE OP: 10

APCNDT CONFERENCE SPONSORSHIP

Scope

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

The sponsorship/funding for conferences can be requested of APFNDT by either Type;

1. APFNDT member, or
2. By an external organization tasked with hosting the conference

Sponsorship/funding may include:

1. Seed Funding
2. Secretariat Support
3. Advertising
4. Advice

Guidelines

In order to obtain sponsorship by APFNDT the conference shall fulfill the following conditions:

- (i) The Conference shall be devoted to NDT and or CM Related Activities
- (ii) The Conference shall not directly represent any commercial influence
- (iii) The Conference shall have a larger scope than a Societies 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
- (vi) The organizer shall arrange free registration of the "Full Member", voting delegates, AEC and Board members of APFNDT in attendance.
- (vii) The Conference shall not be in conflict with the ICNDT or any International Conferences already announced in the ICNDT or 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.

Decision (by Type)

1. The decision will be taken by the President and AEC of APFNDT on the proposal submitted to the secretariat, for the request in the case of type 1 applications.
2. The President shall consult all Board members on the proposal submitted to the secretariat for the request in the case type 2 applications.

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 (AEC or Board)
- (iv) When indicating the decision to the applicant, the APCNDT secretariat shall indicate how the funding shall be used and an indication of how the APFNDT support shall be put on the program and documents related to the conference (e.g. Statement of support, dimension and position of the APFNDT logo, etc.).