POLICY ON CO-HOSTING OF EVENTS OR CONFERENCES

1. Introduction

The Policy provides a framework for unsolicited requests to the World Federation of Public Health Associations (WFPHA) for co-hosting or co-sponsorships of an event (e.g. congress, conference, workshop, etc.).

2. Principles

The WFPHA will consider requests for co-hosting or co-sponsorship of events that:

1. Are in line with the vision, strategic objectives and policies of the Federation
2. Will advance the goals of the Global Charter for the Public’s Health
3. Contribute to improvements in population health and promotion of health equity
4. Does not use or accept funding from industries harmful to health (such as alcohol, tobacco, sugary drinks, etc.).
5. Does not incur additional costs to the Federation (except in-kind contributions).

Please note that any approval or acceptance by the WFPHA does not bind the Federation to any future events by the same organization.

3. Review process

1. The staff in the international office of the WFPHA, in consultation with the executive director, shall conduct the necessary due diligence on any request for co-hosting and/or co-sponsorship to ensure that there is no conflict of interest and that the request is in line with the abovementioned principles.
2. The staff in the international office will consult with the relevant national and/or regional public health organisation (where appropriate)
3. The international office will submit a recommendation to the sitting president of the WFPHA for approval. The president may consult with the immediate past president and/or president-elect, as well as other members of the Governing Council, should there be a potential conflict of interest, or uncertainty about the recommendation.
4. Should the request be approved, the staff in the international office will communicate the decision to the relevant organisation or committee, and provide the logo and requested information to the applicant.

5. A report on all co-hosting or co-sponsorship requests and their outcomes will be submitted to each Governing Council meeting (as relevant).

**4. Conditions attached to co-hosting or co-sponsorship**

In order for the WFPHA to co-sponsor an event that has been requested by another entity, the WFPHA should be given the following:

1. A session in the conference to present the initiatives of the WFPHA relevant to the event topic
2. One waived registration entrance to the event
3. Travel and accommodation for 1 WFPHA delegate that will represent the Federation at the event. The Federation will endeavour to send the most appropriate delegate who is geographically closest to the event to minimize travel expenses.

In no case will the WFPHA provide financial support to the applicant or conference unless agreed to by the Governing Council.

*Approved October 2017*