



# INDIAN SOCIETY FOR PRENATAL DIAGNOSIS AND THERAPY

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## PROTOCOL FOR NATIONAL CONGRESS ON BEHALF OF INDIAN SOCIETY FOR PRENATAL DIAGNOSIS AND THERAPY

Any member of ISPAT who wishes to organise the National Congress at his /her place should send official letter to ISPAT requesting permission to organise the same.

Hosting person should form the Organising Committee, keeping in the mind the involvement of ISPAT Office Bearers and Local ISPAT members as Organising Committee Members.

Local Organising Committee should consult the Office Bearers of ISPAT from time to time while inviting International speakers and Indian Speakers. They should involve ISPAT Office Bearers in the Scientific Program .The National Body will help the local organisers to have the high quality Scientific Program , get international faculty .

Organising Committee will be paid a short loan (not more than Rs. 25,000/- ) ,on request if required , towards the initial expenditure of the congress , which will be repaid by the local Organising Committee to ISPAT at the earliest opportunity . ISPAT National Body will not be responsible for any financial transactions for and towards the conference.

**Local Organising Committee should adhere to the following:**

- **Pay ISPAT 25% of the registration fee collected from the delegates for the Congress as well as any other pre/post congress academic activities. The same should be paid within three months of the Congress dates.**
- **Name of ISPAT as National Body Organising the Congress should be prominently displayed on all stationery , banners , brochures and delegates kits , abstract book , Souvenir etc .**
- **Prior permission of the National Body should be obtained for involvement of other Local / National Organisations as joint organisers.**
- **Stationary for the Congress and delegate fee , Pre / Post congress Scientific events fees should be decided after the approval of the National Body .**
- **National Body President / Vice President , Secretary General and Scientific Secretary should be kept constantly informed and consulted as required .**

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ISPAT