

The bidding procedure for hosting a WVPA Congress



WVPA

THE WORLD VETERINARY POULTRY ASSOCIATION

The bidding procedure for hosting a WVPA Congress has been adopted by the WVPA Bureau at its meeting in Budapest in 1997. We set out below the procedure to be followed by any WVPA national branches who wish to bid to host a WVPA Congress. This procedure is based on past practice.

- 1 Any national branch that has a representative on the Bureau (> 20 members) for at least four years and that has experience in the organisation of scientific meetings may bid to host a WVPA Congress. If in the country of the bidding branch another national poultry veterinarian association exists, the bidding branch shall inform this association on the bid and ask for cooperation before the presentation of the bid at the Bureau Meeting. (altered according decision at the General Business Meeting on 11/11/2009)
- 2 Bidding countries shall inform the Secretary/Treasurer of WVPA of their intention to bid at least 2 months before the relevant Bureau meeting.
- 3 Expenses of presenting a bid shall be borne by the bidding country.
- 4 All aspects of the organisation of a Congress, including programme selection, advertisement, delegate registration, publications, commercial displays, accommodation arrangements, and financing, are the responsibility of the national organising committee. The WVPA does not undertake to provide funding for the costs of organising a Congress nor to underwrite any financial loss that might occur. Any credit balance remains the property of the national organising committee. (Note however that it is not the wish of WVPA that national organising committees make high profits).
- 5 The national organising committee must include the national WVPA Corresponding Secretary. The national organising committee of a successful country must keep the WVPA President and Secretary/Treasurer informed of the progress being made during the organisation of a Congress.
- 6 The national organising committee may enlist the help of professional conference organisers, but the cost of this is the responsibility of the national organising committee.
- 7 The national organising committee of each bidding country shall make a presentation of their bid to the Officers and Bureau members at the WVPA Bureau meeting held 4 years before the proposed Congress. Professional conference organisers may contribute to the presentation. Documents and other presentational media in support of each bid must be made available by the time of the presentation. The national organising committee must also precirculate WVPA Officers and Bureau members with documents in support of their bid.

- 8 Each bidding country shall provide proposals for the date, programme, pre or post congress tours or other activities, and registration fees. The formal presentation, and time for discussion of the bid, will not exceed 30 minutes.
- 9 Votes of Officers and Bureau members shall be casted by secret ballot. Each voting member shall have one non-transferable vote for each office held by the individual. Proxies may attend the Bureau meeting in the absence of an Officer or Bureau member. The winning bid shall be the one receiving the majority of votes. In the case of a tie, a second ballot shall be held for the purpose of counting the votes. The name of the winning bid only will be announced.
- 10 The WVPA may lend the organising committee of the successful country a sum not exceeding US\$ 1000 to help with initial organisational costs. The sum lent must be repaid to WVPA after the Congress.



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