



## 34<sup>th</sup> ECNP Congress

2-5 October 2021 | Lisbon, Portugal

Hybrid

Welcome to the future  
of CNS treatments



# ECNP Industry Sessions Guidelines Hybrid Congress 2021



# ECNP

*neuroscience applied*

[www.ecnp.eu/congress2021](http://www.ecnp.eu/congress2021)



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The legal party organising the congress is the Stichting 34th ECNP Congress, hereafter called ECNP.

Companies and organisations involved in clinical and pre-clinical research, diagnosis and treatment of disorders of the brain looking for scientifically driven engagement with the participants of the 34<sup>th</sup> ECNP Congress can choose between three types of industry sessions:

### Industry Satellite Symposia (ISS)

These scientifically oriented sessions (90 minutes) take place outside the official ECNP scientific programme. The Industry Satellite Symposia programmes will be reviewed for balance and rigour by the Scientific Programme Committee (SPC).

### Industry Science Exchange (ISE)

The sessions (60 minutes) are designed to provide industry the opportunity to interact with participants on a specific topic. Each Industry Science Exchange will be reviewed by the Scientific Programme Committee (SPC). The Industry Science Exchange sessions take place in parallel with the official ECNP scientific programme.

### Industry Product Theatre (IPT)

These hands-on sessions (30 minutes) provide an interactive forum for industry to engage with participants on a broad range of issues, including new treatment approaches, the uses of specific medications, clinical insights, innovative services and product demonstrations. The programme will be reviewed by the Scientific Programme Committee (SPC). Each Industry Product Theatre session is 30 minutes.

For more information about the scientific programme of the 34<sup>th</sup> ECNP Congress please visit: <https://www.ecnp.eu/Congress2021/ECNPcongress/programme/Programme#!sessionlist>

### Deadlines industry sessions

Industry activities	
01/03/2021	Application deadline industry sessions
15/04/2021	Assessment of industry sessions
01/05/2021	Final time slot of industry sessions
15/05/2021	Confirming biographies & pictures of faculty for industry sessions
15/05/2021	Company profile and company logo provided
15/05/2021	Final version programme of industry sessions
31/05/2021	ECNP Industry Manual published
01/08/2021	Final invitation pdf & other promotional material of industry sessions
01/09/2021	Registering speakers and chairs of industry sessions



## 1. Prices and time slots

### 1.1 Industry Satellite Symposia (ISS)

Scientifically oriented Industry Satellite Symposia (90 minutes) with a well-balanced programme (e.g. not concentrating on one or specific pharmaceuticals only) may be organised in connection with the 34<sup>th</sup> ECNP Congress during the time slots mentioned below. Industry Satellite Symposia are **not organised in parallel** with the official ECNP scientific programme and the programmes will be reviewed for balance and rigour by the Scientific Programme Committee.

Parallel Industry Satellite Symposia time slots available		
Saturday 2 October 2021	10.00-11.30	maximum 4 in parallel
	12.00-13.30	maximum 4 in parallel
	14.00-15.30	maximum 4 in parallel
Sunday 3 October 2021	17.50-19.20	maximum 4 in parallel
Monday 4 October 2021	17.50-19.20	maximum 4 in parallel

#### 1.1.a Industry Satellite Symposium for in-person participants only

Organisers of an Industry Satellite Symposium at the venue will be charged a fixed fee of **EUR 46,800** (excl. VAT). The fee includes:

- Access to industry session for in-person registered participants only
- Industry Satellite Symposium listed in the printed matter of the congress and on the [ECNP Congress website](#) and app
- Technical equipment presents in the room for the ECNP sessions and the room rental:
  - ✓ 1x screen and projector
  - ✓ 1 table at the main entrance of the room for handing out materials
  - ✓ On a stage 1 lectern with lectern microphone and 4 standalone chairs, each with wireless microphones and 2 comfort monitors in front of the chairs
  - ✓ 1 screen and projector with PowerPoint-PC (networked to the Slide Centre) with fixed slide-advancer
  - ✓ 1 AV session manager
  - ✓ 1x badge-checker at the entrance ensuring the room does not exceed its maximum capacity of participants (available 30 minutes prior to the start of the industry session and remain until the end of the session)

The standard room set-up is in theatre style and it can under no circumstances be changed to fit your own requirements, since this might jeopardise the set-up for the scientific sessions.

Organisers have the ability to rehearse the Industry Satellite Symposium and order additional AV items and technical staff through the official AV advisor. Times of the rehearsal and information about the AV advisor will be available in the Industry Manual that will be released and circulated to industry before 31 May 2021.

- 4 (four) free in-person industry session staff badges and 2 (two) free in-person congress participant badges per time slot free of charge
- Statistics on number of participants attending your session and average number of participants per industry session type
- Possibility of purchasing a banner in and/or outside the session room
- Promotion of the industry sessions via the ECNP congress website, social media, and an e-mailing to all registered participants about 1 or 2 weeks prior to the congress



## 1.1.b Industry Satellite Symposium for in-person and online participants

Organisers of an Industry Satellite Symposium at the venue and life-streamed onto the online platform will be charged a fixed fee of **EUR 55,000** (excl. VAT). The fee includes:

- All that is included under 1.1.a
- Hybrid operator
- Statistics on number of participants by country attending your session and average number of participants per industry session type
- Live stream to online participants
- Banner in online session room and logo and financial disclaimer sentence -including company name- in session streaming window
- Recording of live stream session
- On-demand availability of recorded session for three months (until 13 January 2022 12.00 CET)Recording available for enduring material
- 4 (four) online congress registrations free of charge
- Post event e-mailing about 1 week after the congress to promote the industry sessions on the online platform

## 1.2 Industry Science Exchange Sessions (ISE)

Industry Science Exchange sessions (60 minutes) offer companies the opportunity to move from commercially oriented exposure to more focused, scientifically driven engagement with participants on a specific topic. Industry Science Exchange Sessions may be organised in connection with the 34<sup>th</sup> ECNP Congress during the time slots mentioned below. An industry Science Exchange is **organised in parallel** with the official ECNP scientific programme and the programmes will be reviewed for balance and rigour by the Scientific Programme Committee.

Parallel Industry Science Exchange time slots available		
Sunday 3 October 2021	13.00-14.00 16.00-17.00	Max 2 in parallel Max 2 in parallel
Monday 4 October 2021	13.00-14.00 16.00-17.00	Max 2 in parallel Max 2 in parallel
Tuesday 5 October 2021	13.00-14.00 16.00-17.00	Max 2 in parallel Max 2 in parallel

### 1.2.a Industry Science Exchange for in-person participants only

Organisers of an Industry Science Exchange at the venue will be charged a fixed fee of **EUR 10,400** (excl. VAT). The fee includes:

- Access to industry session for in-person registered participants only
- Industry Science Exchange listed in the printed matter of the congress and on the [ECNP Congress website](#) and app
- Maximum number of participants in the room at the same time is set at 100 (depending on COVID-19 rulings at time of congress).
- The room will be equipped with the following furniture and congress staff:
  - ✓ 1x screen and projector
  - ✓ Laptop connection HDMI only (no laptop is provided!)
  - ✓ 6x high tables
  - ✓ 1x catering table
  - ✓ 1x badge-checker at the entrance ensuring the room does not exceed its maximum capacity of participants (available 30 minutes prior to the start of the industry session and remain until the end of the session)

The rooms are provided without seats to create an interactive session format with small groups of participants on a specific topic. Therefore, it is only possible to order a maximum of



40 high stools. It is not permitted to create theatre room set-up by companies for these sessions.

To be able to create a format for this session which suits your requirements you will be able to order extra equipment through the forms in the Industry Manual for the room, such as: sound system, camera, laptop for connection to HDMI only (please make sure to bring your own laptop), e-posters, extra high tables, high stools for max. 40 pax.

The room can be branded by the industry (taking into account set-up and dismantling time).

The organiser will have access to the room one hour before the start of the session and it needs to be cleared, clean and free of industry branding within one hour after the session.

- 2 (two) free in-person industry session staff badges and 2 (two) free in-person congress participant badges per time slot free of charge
- Statistics on number of participants attending your session and average number of participants per industry session type
- Possibility of purchasing a banner in and/or outside the session room
- Promotion of the industry session via the ECNP congress website, social media, and an e-mailing to all registered participants about 1 or 2 weeks prior to the congress

### 1.2.b Industry Science Exchange for in-person and online participants

Organisers of an Industry Science Exchange at the venue and life-streamed onto the online platform will be charged a fixed fee of **EUR 16,000** (excl. VAT) if the format the company decides upon for this session can be filmed and live streamed with set-up as available. This option needs to be put for approval to ECNP before it can be selected. The fee includes:

- All that is included under 1.2.a
- Hybrid operator
- Statistics on number of participants by country attending your session and average number of participants per industry session type
- Access to industry Science Exchange for in-person and online registered participants
- Live stream on online platform
- Banner in online session room and logo and financial disclaimer sentence -including company name- in session streaming window
- Recording of live stream session
- On-demand availability of recorded session for three months (until 13 January 2022 12.00 CET)Recording available for enduring material
- 3 (three) online congress registrations free of charge
- Post event e-mailing about 1 week after the congress to promote the industry sessions on the online platform

### 1.3 Industry Product Theatre Sessions (IPT)

Industry Product Theatre sessions (30 minutes) provide a podium for industry to share with participants on a broad range of issues, including new treatment approaches, the uses of specific medications, clinical insights, innovative services and product demonstrations. Industry Product Theatre sessions may be organised in connection with the 34<sup>th</sup> ECNP Congress during the time slots mentioned below. Industry Product Theatre sessions are **organised in parallel** with the official ECNP scientific programme and the programmes will be reviewed for balance and rigour by the Scientific Programme Committee.

Parallel Industry Product Theatre time slots available		
Sunday 3 October 2021	14.15-14.45 17.10-17.40	Max 1 session Max 1 session
Monday 4 October 2021	14.15-14.45 17.10-17.40	Max 1 session Max 1 session
Tuesday 5 October 2021	14.15-14.45 17.10-17.40	Max 1 session Max 1 session





### 1.3.a Industry Product Theatre for in-person participants only

Organisers of an Industry Product Theatre session at the venue will be charged a fixed fee of **EUR 15,600** (excl. VAT). The fee includes:

- Access to industry session for in-person registered participants only
- Industry Product Theatre listed in the printed matter of the congress and on the [ECNP Congress website](#) and app
- The theatre is equipped with the following AV-set up, furniture and congress staff:
  - ✓ 1x sound system with 1x lectern microphone and 1x wireless HH-microphone
  - ✓ 1x stage with 1x lectern
  - ✓ 1x 75inch LCD screen with 1x laptop (comes with Office 2013)
  - ✓ 40x cardboard stools
  - ✓ 1x badge-checker at the entrance ensuring the theatre does not exceed its maximum capacity of participants (available 30 minutes prior to the start of the industry session and remain until the end of the session)

This standard set-up can under no circumstances be changed to fit individual requirements, since this might jeopardise the set-up for the scientific sessions. The organiser will have access to the theatre 20 minutes before the start of the session and it needs to be cleared immediately after the session

- 2 (two) free in-person industry session staff badges and 2 (two) free in-person congress participant badges per time slot free of charge
- Statistics on number of participants attending your session and average number of participants per industry session type
- Possibility of purchasing a banner in and/or outside the theatre
- Promotion of the industry session via the ECNP congress website, social media, and an e-mailing to all registered participants about 1 or 2 weeks prior to the congress

### 1.3.b Industry Product Theatre for in-person and online participants

Organisers of an Industry Product Theatre at the venue and life-streamed onto the online platform will be charged a fixed fee of **EUR 21,000** (excl. VAT). The fee includes:

- All that is included under 1.3.a
- Hybrid operator
- Statistics on number of participants by country attending your session and average number of participants per industry session type
- Access to industry session for in-person and online registered participants
- Live stream on online platform
- Banner in online session room and logo and financial disclaimer sentence -including company name- in session streaming window
- Recording of live stream session
- On-demand availability of recorded session for three months (until 13 January 2022 12.00 CET) Recording available for enduring material
- 2 (two) online congress registrations free of charge
- Post event e-mailing about 1 week after the congress to promote the industry sessions on the online platform



## 2. How to apply

Companies interested in organising industry sessions must submit their application via the [application form](#), by 1 March 2021 at the latest.

The Scientific Programme Committee of the ECNP Congress takes great care to achieve equal gender balance and country balance for the speakers and chairs presenting at the congress. It is mandatory for companies to take account of country and gender balance when proposing and inviting their speakers and chairs.

During submission the following information needs to be provided:

- Topic of the session
- Titles of the presentation(s), if applicable
- Speakers
- Chairs, if applicable
- Outline of the session
- Preferences of times slots

The information provided will be treated confidentially, as it is understood that it might be difficult for companies to approach speakers and chairs before the time slot has been fixed.

Please note that no unusual abbreviations and trade names are permitted in the title of the Industry Satellite Symposium session and the presentation titles. However, generic names may be used. The title of the Industry Satellite Symposium and the titles of the presentations as well as the content must give a balanced view of therapeutic options. The use of generic names in the presentations will contribute to this.

All communication about the industry session goes via one official company representative as indicated upon application. This person will be included in all communication about the session.

If you have more than one request, please click the 'Add application' button on the online form. The online form(s) should be submitted by the industry, not by its agency.

### 2.1 Procedure after completing the online application form

Information about the assessment of the pre-programme by the Scientific Programme Committee (SPC) will be sent out 15 April 2021 at the latest. To the extent it is possible Industry sessions organised by the same industry will not be scheduled in parallel and efforts will be made to avoid running two parallel sessions on the same topic. In addition, preferred time slots as indicated by the industry will be taken into account as much as possible.

Before 1 May 2021 the final allocation of time slots will be circulated.

### Requested details and materials

The organising company will need to send in the following to ECNP:

- Final version of programme and presentation outlines (if any) for publication on the [ECNP congress website](#) (and online platform if applicable) after approval of the session proposal and the timeslot allocation
- Approving or providing biography and picture of each faculty member  
Faculty biographies and photos from the ECNP database will be published on the ECNP Congress website (and online platform if applicable). Although these biographies were approved previously by the faculty members, ECNP will send these to the company contact





- person for approval. In case there is no data available for a faculty member the company contact person will be asked to provide such data.
- Company logo (maximum size of 500KB)  
The company logo will be used on the partner page and, if applicable on the online background (so will be visible in the presentation streaming window of the session). The financial disclaimer sentence will also be used on the online background, and will also be shown in the session outline of the congress programme.
  - Introduction text about the company (maximum of 100 words). Texts are subject to minor editorial adjustment for conformity to the ECNP house style.

The deadline to send in the above is 15 May 2021.

## 2.2 Procedure for changes in the pre-programme

In the event that there are changes to an approved pre-programme, the changes must be sent to ECNP for approval by the Scientific Programme Committee (SPC). It is mandatory to submit a final version for publication and approve biography with photographs of the speakers to ECNP before 1 May 2021 at the latest.

## 2.3 Rules for faculty

As is the case with the ECNP scientific programme, faculty members can give a presentation during **one** industry session (Industry Satellite Symposium/Industry Science Exchange/Industry Product Theatre) only. In addition, they can only chair one (other) industry session, if the schedule allows it. It is mandatory for organisers to adhere to equal gender balance and country balance in their programme.

This rule does not apply to members of the ECNP Executive Committee or members of the Scientific Programme Committee of the 34<sup>th</sup> ECNP Congress. Members of these two committees are only allowed to either speak or chair, not both. Please find [here](#) a list of these committee members.

It is the responsibility of the companies to inform the provisional faculty of this rule. In the event that a faculty member is proposed by several companies when submitting the pre-programmes, the companies will be informed of this by ECNP. ECNP will not be in direct contact with the speakers.

## 3. Recorded industry sessions

The industry sessions for which organisers have opted for live streaming on the online platform (options 1.1.b, 1.2.b and 1.3.b) will be recorded and made available on-demand for 3 months on the online congress platform accessible to all registered participants (registration possible until 5 October 2021).

## 4. Accreditation

For Industry Satellite Symposia it is possible to obtain for accreditation (optional).

After written approval of the programme has been received from the Scientific Programme Committee (SPC), organisers of Industry Satellite Symposia may obtain European accreditation (CME); however, it is not mandatory. The decision as to whether an Industry Satellite Symposium can be organised during the ECNP Congress remains with ECNP.

If an industry obtains CME accreditation, this can be mentioned in the online programme of the Industry Satellite Symposium on the [ECNP Congress website](#) and in the app and if applicable, on the online platform.



To obtain CME accreditation you might contact:  
European Accreditation Committee in CNS (EACIC)  
Scientific secretariat: Dr Daniel Souery  
47, avenue Jacques Pastur  
1180 Brussels, Belgium  
Mobile phone number: + 479987440  
[eacic@ulb.ac.be](mailto:eacic@ulb.ac.be)  
[www.eacic.eu](http://www.eacic.eu)



Industry Science Exchange sessions and Industry Product Theatre sessions will not be granted for CME accreditation.

## 5. Disclosure

ECNP requires speakers, chairs and poster presenters in the scientific programme of ECNP and in the industry sessions to disclose potential conflicts of interest. This will allow the audience to take potential conflicts of interest into account when assessing the objectivity of the presentation. Speakers are requested to disclose potential conflicts of interest regarding their current presentation in the first slide of their presentation. Chairs are also requested to disclose potential interest regarding the topics of the presentations during their session in the first slide of their session.

## 6. Enduring material

Companies using the option to have their Industry Session on the online platform (options 1.1.b, 1.2.b and 1.3.b) are allowed to use the recorded content as enduring material for posting on their own website. ECNP will own the copyright of the recording. Content of the programme belongs to the company.

ECNP permits the re-use of the video of your industry session at the 34<sup>th</sup> ECNP Congress in order to create enduring material provided that:

- The ECNP copyright remains visible;
- The ECNP logo as fixed in the recording remains;
- The financial disclaimer sentence 'Industry Satellite symposium/Industry Science Exchange on the occasion of the 34<sup>th</sup> ECNP Congress with educational financial support provided by <name company>' remains;
- The financial disclaimer sentence 'Industry Product Theatre on the occasion of the 34<sup>th</sup> ECNP Congress with financial support provided by <name company>' remains;
- A reference is made that the content does not necessarily represent the opinion of ECNP;
- For promotion only the images as given in the [promotional kit](#) are used. Any other image of ECNP's virtual platform cannot be used.



## 7. Online and paper materials

Material of the Industry Sessions must have the name of the industry involved on the poster at the venue and on the first page of online material, using the following wording: 'Industry Satellite Symposium/Industry Science Exchange on the occasion of the 34<sup>th</sup> ECNP Congress with educational financial support provided by <name industry>'/ Industry Product Theatre on the occasion of the 34<sup>th</sup> ECNP Congress with financial support provided by <name industry>.

Online material announcing Industry Sessions will only be distributed by e-mailing to the pre-registered participants approximately 1 or 2 weeks prior to the congress, inviting participants to visit the [ECNP Congress website](#) with online versions of all the invitations for Industry Sessions produced by the companies.

A PDF version of all online material used in relation to Industry Sessions should be sent for approval by 1 August 2021 at the latest to [congress2021@ecnp.eu](mailto:congress2021@ecnp.eu) to the attention of Melinda Spitzer. A response will be given within 5 (five) working days. Further details will be given in the Industry Manual, to be published before 31 May 2021.

## 8. Registration of faculty

It is mandatory to register the speakers and chairs of your Industry Sessions. For these registrations the free registrations can be used as mentioned above under the relevant Industry Session. Additional registrations can be purchased through the online individual and group registration link at the [ECNP Congress website](#).

Please note that ECNP faculty members cannot be registered through a group. They are registered through ECNP. They can, however, be part of a group for hotel accommodation and travel arrangements.

Although every effort will be made to inform you in the event of a double registration, when either an individual or another group registers the same participant, ECNP cannot be held responsible should such an event occur.

The deadline to register the speakers and chairs of your industry session is 1 September 2021.

## 9. Rules and regulations

All companies involved in the 34<sup>th</sup> ECNP Congress should adhere to this ECNP Industry Session Guidelines, the [ECNP Industry Rules and Regulations](#) and the [ECNP Privacy and Data Security Policy](#).



## 10. Contact details

34 <sup>th</sup> ECNP Congress		
<b>Stichting 34th ECNP Congress</b> Daltonlaan 400 3584 BK Utrecht The Netherlands	Chamber of Commerce: 73641715  RSIN: 859611693  VAT NL: NL8596.116.93.B01	IBAN: NL73 FVLB 0225 0782 79  BIC: FVLBNL22
ECNP		
<b>ECNP Office</b> The Netherlands T: +31 85 7826 680  <a href="mailto:congress2021@ecnp.eu">congress2021@ecnp.eu</a> <a href="https://www.ecnp.eu/Congress2021">https://www.ecnp.eu/Congress2021</a> <a href="http://www.ecnp.eu">www.ecnp.eu</a>  <a href="mailto:registration@ecnp.eu">registration@ecnp.eu</a>	<b>Iris Allebrandi</b> Director Congresses & Meetings  <b>Melinda Spitzer</b> Project Manager Congresses & Meetings  <b>Jevgenija Kiknavelidze</b> Assistant Manager Registration	<b>Rules and regulations</b>  <b>Industry applications and logistics</b>  <b>Group registration</b>
AV advisor for Industry Satellite Symposia		
<b>DeBackerConsultants Pty.Ltd.</b> <a href="mailto:ecnp@debackerconsultants.com">ecnp@debackerconsultants.com</a>	<b>Michael de Backer</b> AV advisor	<b>AV/IT and room set-up for Industry Satellite Symposia</b>
Centro de Congressos de Lisboa (CCL) (Congress venue)		
<b>Centro de Congressos de Lisboa (CCL)</b> Praça das Indústrias 1300-307 Lisboa Portugal <a href="mailto:mariajoao.cruz@ccl.fil.pt">mariajoao.cruz@ccl.fil.pt</a> <a href="http://www.lisbonvenues.pt">www.lisbonvenues.pt</a>	<b>Maria João Cruz</b> Event Manager	<b>Site visits industry sessions</b>
c'accommodation (Official housing agency)		
<b>c'accommodation</b> 6 avenue E. Van Nieuwenhuysse B-1160 Brussels Belgium T: +32 (0)2 566 99 46 <a href="mailto:h.desmazieres@caccommodation.com">h.desmazieres@caccommodation.com</a> <a href="http://booking.accommodationbooking.eu/en/20ECNP/1">booking.accommodationbooking.eu/en/20ECNP/1</a>	<b>Hélène Desmazières</b>	<b>Hotel bookings</b>