IIR Conditions for Granting co-Sponsorship of Third Party Events

Co-sponsorship is granted by the International Institute of Refrigeration (IIR) under the following conditions:

1. This concerns:
   - events (congresses, symposia, conferences, workshops),
   - training sessions (courses, seminars, symposia).
2. The event must be of real scientific or technical interest and must have an international audience.
3. The event organising committee must request IIR-co-sponsorship early enough for sponsorship to have an impact.
4. The relevant IIR commission(s) must be involved in drawing up the programme.
5. IIR co-sponsorship must be mentioned on all documents sent out to participants.
6. The event organising committee must issue good-quality proceedings of events, or good-quality educational materials in the case of training courses.
7. The IIR logo must appear on all communication supports (brochures, leaflets, flyers...) used to publicise the conference, workshops or courses; on the cover of proceedings and on any digital communication supports (web site, e-news, social media...).
8. The organisers shall enable an IIR officer to give a short speech during the opening ceremony of the event in order to familiarise attendees with the activities of the IIR.

The decision to grant co-sponsorship falls under the jurisdiction of the IIR Science and Technology Council.

In the event that there is insufficient time to consult the IIR Science and Technology Council, the decision can be made by the President of the Science and Technology Council after he has obtained the opinions of the Presidents of the commission(s) and section(s) concerned.

Only non-commercial events may receive IIR co-sponsorship.

Depending upon the type of event, the IIR may make a certain contribution towards the organisation:
- drawing up the programme,
- participating in the selection of papers,
- inviting members of the relevant IIR commission(s) to submit voluntary contributions, etc.

With regard to financing, as a rule the IIR does not provide any financial support to an IIR co-sponsored event, nor to the publication of proceedings. Nevertheless, for conferences or courses organised in developing countries, the IIR may provide partial funding.

The announcement of co-sponsored events is published, along with IIR events in the International Journal of Refrigeration, in the IIR Newsletter, on the IIR website (www.iifir.org), and on IIR social media channels.

Upon agreement between the organisers and the IIR head office, the proceedings of an event co-sponsored by the IIR may be mentioned in the IIR Catalogue of Publications and sold by the IIR in Fridoc. All and any proceeds from sales via Fridoc will go to the IIR. Organisers must provide the IIR with the full proceedings, as well as papers as separate files in electronic format. Also, selected papers may be extracted from the IIR Fridoc database for other purposes and copies provided on request.

Press releases should be published after a co-sponsored event in order to publicise the main outcomes and features (attendees, papers, technical tours, short courses, and availability of proceedings [where to purchase them]...). A young researcher/attendee in each session could provide input for the press release.