

## **Endorsement Policies and Procedures**

In line with its mission and vision, ECTRIMS supports initiatives that benefit the MS community. To this end, ECTRIMS may endorse position statements, policies, meetings, and other initiatives promoted by organisations that complement and support ECTRIMS goals.

### **Endorsable initiatives:**

- Position papers prepared by multinational experts (preferably including Europeans)
- Guidelines prepared by multinational experts (preferably including Europeans)
- Multi-national European and/or world-wide collaborative research and other projects not requiring funding or already funded by others
- World-wide collaborative research or other projects
- European or world-wide scientific meetings not sponsored by a single pharmaceutical / biotech company
- European multinational teaching courses not sponsored by pharmaceutical/biotech companies

### **Non-endorsable initiatives:**

- Grants or other applications or proposals submitted for financial support to other bodies and organisations
- Preliminary works
- Purely industry-sponsored or industry-led research works or position statements or policies
- National (as opposed to multinational) scientific meetings and teaching courses
- Efforts of uncertain ethical or practical goals
- Proposals clearly favouring an individual, single organisation, therapy, or corporate sponsor

- Any request whose sole objective is the raising of funding and/or revenue without clearly obvious impact on research or practice of medicine related to MS
- Proposals led by lobbyists whose purpose is not identified with the general good of the MS community or whose sole intention is to influence partisan political views/decisions in any given country or geographic region

### **Procedures for obtaining endorsement from ECTRIMS**

Requests for endorsement from ECTRIMS will be considered by the ECTRIMS Executive Committee in response to a two-step process:

- 1) First, a short (1 page or less) preliminary proposal that indicates the nature, goals and anticipated impact of the proposed position statement, policy or meeting must be submitted by email to the ECTRIMS Secretariat at [secretariat@ectrims.eu](mailto:secretariat@ectrims.eu) for review.
- 2) Proposals favourably reviewed at this stage will be invited for a full proposal for consideration and decision and will be sent the appropriate form to complete.

Please note that the full proposal, if invited, must contain a complete description of the proposed initiative, including purposes, leadership and other participation, relationship of the initiative to the goals of ECTRIMS, rationale for seeking ECTRIMS endorsement, anticipated impact of the project, and financial support in hand or requested and other organisational endorsements obtained or requested for the given project. If endorsement for a meeting or teaching course is requested, a full programme including faculty and speakers must be provided.

### **Rebuttal to unsuccessful applications and reapplication**

The decision reached by ECTRIMS will be final. Should the conditions change that had resulted in an initial refusal, ECTRIMS may reconsider its decision.

Proposals for endorsement can be made up to three times over a period of 24 months.

### **Endorsement acknowledgement requirements**

Initiatives with ECTRIMS endorsement must cite the ECTRIMS endorsement in all materials and in publications (if any) stemming from their endorsed initiative in whatever form they may be communicated.

ECTRIMS may allow inclusion of its trademarked logo on materials related to the initiative following approval by ECTRIMS prior to any such materials being used/distributed.

A full report must be submitted to ECTRIMS upon completion of the endorsed initiative together with any relevant that resulted from the initiative. Failing to do so will result in future requests not being accepted for consideration.

### **Confidentiality and Response Timing**

All ECTRIMS officers and officials commit to full confidentiality of the materials received for review.

Proposals for ECTRIMS endorsement will be reviewed in a timely fashion and in no case more than one month after receipt of a full request.

Once an ECTRIMS endorsement is granted, the proposers will receive a formal letter from ECTRIMS acknowledging the fact.