



## **CHECKLIST ON COLLEGE / CHAPTER EVENTS FUNDED BY HEALTHCARE PARTNERS**

### Background

The College of Surgeons, Singapore and its Chapters (“The College”) regularly organize events / activities for the benefit of our College Fellows that may benefit from the financial support of pharmaceutical / medical device / other companies (“commercial company”). While we sincerely appreciate the funding support from our healthcare partners, the College must maintain its academic neutrality and focus by observing the following:

#### A) Involvement of the commercial company – Pre-Event

1. The College shall be the organizer of the event. The commercial company will not be involved in the organization except for hosting of foreign speaker(s) invited by the company.
2. Commercial company interested to support our events may complete the “Sponsorship Confirmation Form” to indicate their confirmation of funding and return the signed form together with the cheque of the sponsored amount to the College Secretariat.
3. In appreciation of the funding support, the commercial company will be acknowledged in the event announcement(s) and programme(s). However, the name of the commercial company and its product will not be mentioned in the event title.

#### B) Involvement of the commercial company – During Event

1. There shall not be any commercial exploit in any part of the event, including selling of products and services, and promotion through product demonstration by the commercial company. However, the commercial company is allowed to display its product at an allocated space provided by the organizer.
2. The speaker(s) should maintain his/her academic independence and balance, citing scientific evidence and clinical experience, and refrain from making unfounded comments supporting or discrediting any products.
3. The commercial company may send up to 3 representatives to be present during the event.
4. All documents of the event, including event flyers, attendance record and feedback forms, shall remain the property of the College.

Subject to the instruction of the College Council / Chapter Chairmen, an indemnity form maybe given to the commercial company to sign and return before the College / Chapter agree to proceed with the event organization.

Within this framework, the College and its Chapters welcome any educational event proposals from commercial companies. The proposals should be submitted to:

College Secretariat, College of Surgeons, Singapore, 81 Kim Keat Road, #11-00 NKF Centre, Singapore 328836 or via email to: [css@ams.edu.sg](mailto:css@ams.edu.sg) for consideration.

Please visit our College website at [www.ams.edu.sg/colleges/CSS/home](http://www.ams.edu.sg/colleges/CSS/home) to know more about the College & its Chapters.