

# WEO endorsement policy

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## 1. Events

### General information

Meetings organized by third parties can, upon evaluation and approval from the WEO Executive Committee, receive WEO endorsement. Amongst other advantages, meetings benefit from increased visibility through the WEO website, distribution of promotional material at WEO booths and announcements in the WEO e-newsletter. The WEO endorsement of a meeting will be granted upon receipt of the appropriate fee unless a waiver has been granted.

### Application process

Applications for WEO event endorsement should be done in via our [WEO Endorsed Events Application Online Form](#) which can be found on our [WEO website](#). In order for the application to be considered, information regarding the scientific program, including speakers, is mandatory and should be included in the request as outlined on the WEO website.

At a minimum, the criteria for a meeting to be endorsed are:

- The subject of digestive endoscopy must be featured prominently in the program
- At least one international faculty must be included in the program
- The event must last at least one full day with minimum 6 hours of educational programming
- The event must be affiliated to a medical society/major teaching hospital/university. Events organized without such affiliation will not be considered
- One member of the event's organizing committee is required to be WEO individual member.

### Approval process

Once all required information is received, there is a two-step approval process for WEO endorsement:

- WEO Education Committee Chair reviews application
- If the event is approved by the WEO Education committee chair, WEO Executive will review the application
- If endorsement is granted, the event will be endorsed within one week upon receipt of the fee.

WEO Office will inform endorsement seeker in writing about the result.

### Conditions

- By granting this endorsement, WEO has no obligation to provide financial support to the endorsed meeting
- Application must be made at least two months prior for physical or hybrid events and one month prior for virtual events
- Endorsement applies only to single event. When applying for endorsement, all printed promotional material (program, brochures, etc.) in which the WEO logo is to be published should be send to WEO Office at [secretariat@worldendo.org](mailto:secretariat@worldendo.org)
- Should an exhibition be held at the event, booth space (min. 2x2 m<sup>2</sup>) will be made available to WEO

- 15% discount on the registration fee to be granted to WEO individual members attending the endorsed meeting (registration payment procedure for WEO members to be facilitated by the organizer of the endorsed event)
- WEO promotion materials to be displayed at the endorsed meeting, if applicable

#### **Benefits of having a meeting endorsed by WEO**

- Event details are posted on the WEO website and social media channels.
- Endorsed events can be announced in the WEO e-newsletter
- Permission to print the WEO logo on meeting materials
- Promotional material can be displayed at WEO booths, if applicable

If you have further questions, please contact us via [secretariat@worldendo.org](mailto:secretariat@worldendo.org)

#### **Fees<sup>1</sup>:**

An administrative fee of **500 USD** for physical or hybrid events and **100 USD** for virtual events applies.

Fee waivers and reductions will be available for certain countries (See [Appendix 1](#) for details).

## **2. Books**

#### **General information**

Books submitted by third parties can, upon evaluation and approval from the WEO Executive Committee, receive WEO endorsement. The WEO endorsement of a book will be granted free of charge.

Amongst other advantages, books will benefit from increased visibility through the WEO website and announcements in the WEO e-newsletter.

#### **Application process**

Applications for WEO book endorsement should be done in writing, via email to [secretariat@worldendo.org](mailto:secretariat@worldendo.org). In order for the application to be considered, information regarding their scientific content, including authors, is mandatory and should be included in the request.

At a minimum, the criteria for a book to be endorsed are:

- The subject of digestive endoscopy must be featured prominently
- Author or co-authors should be highly reputed international scientists.
- The book must be submitted by a representative of a medical society/major teaching hospital/university. Books with clear commercial bias will not be endorsed
- One co-author must be a WEO individual member

#### **Approval process**

Once information is received, there is a two-step approval process:

- Information is passed on to the WEO Education committee chair, for deliberation.
- If the book is approved by the WEO Education committee chair, the information is passed on to the WEO Executive. Following the established procedure, book will be endorsed should no objections are received within one week.

WEO Office will inform endorsement seeker in writing about the result.

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<sup>1</sup> Fees apply for applications received after January 1, 2021.

**Conditions**

- By granting this endorsement, WEO has no obligation to provide financial support to the endorsed book or video
- Endorsement applies only to the specific edition of the book. Revised editions should re-apply for endorsement
- All printed related material in which the WEO logo appears should be submitted to WEO Office via email before publishing for approval
- Discounts to be made available on the purchasing fee if possible will be granted to WEO individual members (payment procedure for WEO members to be facilitated by the applicant organization)

**Benefits of having a meeting endorsed by WEO**

- Books details are posted on the WEO website and social media websites
- Endorsed books can be announced in the WEO e-newsletter
- Promotional material can be displayed at WEO booths, if applicable

If further questions, please contact us at [secretariat@worldendo.org](mailto:secretariat@worldendo.org).

## Appendix 1. Fee reductions and waivers<sup>2</sup>

Countries from Group A are exempt from administrative fee.  
A reduction of 50% applies to countries from Group B.

### Group A (fee waived)

Afghanistan  
Angola  
Bangladesh  
Belize  
Benin  
Bhutan  
Burkina Faso  
Burundi  
Cabo Verde  
Cambodia  
Cameroon  
Central African Republic  
Chad  
Comoros  
Congo  
Cook Islands  
Côte d'Ivoire  
Democratic People's Republic of Korea  
Democratic Republic of the Congo  
Djibouti  
Dominica  
Equatorial Guinea  
Eritrea  
Eswatini  
Ethiopia  
Gambia  
Ghana  
Grenada  
Guinea  
Guinea-Bissau  
Haiti  
Kenya  
Kiribati  
Kyrgyzstan  
Lao People's Democratic Republic  
Lesotho  
Liberia  
Madagascar  
Malawi

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<sup>2</sup> Adapted from Research4Life model <https://www.research4life.org/access/eligibility/>

Maldives  
Mali  
Marshall Islands  
Mauritania  
Micronesia (Federated States of)  
Mozambique  
Myanmar  
Nauru  
Nepal  
Nicaragua  
Niger  
Niue  
Papua New Guinea  
Republic of Moldova  
Rwanda  
Saint Helena  
Saint Lucia  
Samoa  
Sao Tome and Principe  
Senegal  
Sierra Leone  
Solomon Islands  
Somalia  
South Sudan  
Sudan  
Suriname  
Syrian Arab Republic  
Tajikistan  
Timor-Leste  
Togo  
Tokelau  
Tonga  
Tuvalu  
Uganda  
United Republic of Tanzania  
Vanuatu  
Yemen  
Zambia  
Zimbabwe

**Group B (fee reduction – 50%)**

Albania  
Algeria  
Antigua and Barbuda  
Armenia

Azerbaijan  
Belarus  
Bolivia (Plurinational State of)  
Bosnia and Herzegovina  
Botswana  
Colombia  
Cuba  
Ecuador  
Egypt  
El Salvador  
Fiji  
Gabon  
Georgia  
Guatemala  
Guyana  
Honduras  
Iraq  
Jamaica  
Jordan  
Kosovo (in accordance with Security Council resolution 1244 (1999))  
Lebanon<sup>2</sup>  
Libya  
Mauritius  
Mongolia  
Montenegro  
Morocco  
Namibia  
Nigeria  
North Macedonia  
Pakistan  
Palau  
Paraguay  
Peru  
Saint Kitts and Nevis  
Saint Vincent and the Grenadines  
Serbia  
Seychelles  
Sri Lanka  
Tunisia  
Ukraine  
Uzbekistan  
Venezuela (Bolivarian Republic of)  
Viet Nam  
West Bank and Gaza Strip