MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is concluded between:

- The “Name of the Affiliate Society of Cardiology”
- and the European Society of Cardiology

The “Name of Affiliate Society of Cardiology” has been approved as an Affiliated National Society by the Board of the ESC.

Both Societies agree to collaborate according to the rules and conditions specified in this document.

1. Rights of Affiliated National Societies and of their members

Affiliated National Societies will benefit from specific rights when entering the ESC “family”:

- Website: special “affiliate” pages to be created within the ESC website, to promote the congresses and other activities of the Affiliates. Information can also be included in the ESC Web News. Links will also be provided to the Affiliates’ websites.
- Customer services to members of Affiliate societies through ESC National Societies & Membership Services Department
- A meeting of representatives of Affiliated National Societies with the Board of the ESC will be organized every year at the ESC annual congress.
- Preferential communication with the ESC and the Affiliated National Societies and a senior ESC Board Member (currently the Past President). The Director of the Membership Department will be the principle contact person for the Affiliated National Society.
- Exempt from paying annual national societies membership fees.

However, the following limitations apply:

- Affiliated National Societies will have no voting rights at the General Assembly
- Members of Affiliated National Societies will not be eligible for election to positions on the Board of the ESC
- Affiliated National Societies will have no formal representation on the ESC Committees and Task Forces

The individual members of the Affiliated National Society have similar rights to the individual members of the ESC National Societies, if they provide the ESC
membership department with a written confirmation of their membership from their Affiliated Society:

- Discount prices on ESC educational products
- Advantageous subscription rates to the ESC journals
- Free access to the CME-accredited case-based learning web site
- Information about ESC congresses *
- Information about ESC Educational Programmes*
- Online version of the quarterly ESC Newsletter*
- Right to apply for membership of Working Groups and Associations.
- Individual members of the Affiliated Societies have the right to apply to become Fellows or Nurse Fellows of the ESC.

* Note that information relating to congresses and educational programmes, as well as the ESC Newsletter are distributed by email. This information can therefore only be circulated if the individual member has subscribed to the above services through “My ESC” (www.escardio.org)

2. **Duties of Affiliated National Societies**

The Affiliated National Societies undertake to encourage their members to participate in ESC activities and to use its scientific and educational products.

The Affiliated National Societies should appoint a person responsible for communication with the ESC.

ESC will not manage the membership databases of the Affiliated National Societies. However, the Affiliated National Societies may be requested (to the extent permitted by local law) to share the list of e-mail addresses of their members in a usable format. The ESC may then communicate directly or indirectly with these members concerning ESC programmes and products. The ESC will respect the confidentiality of this data in accordance with current legislation, and will not transmit the data to any commercial third parties.

3. **Principles of collaboration**

Affiliated National Societies will be offered the possibility to participate in most of the activities of the ESC. Different activities may be jointly organized by the ESC and the Affiliated National Society, according to needs and resources.

The collaboration related to specific activities will be regulated by the following rules:

**Congresses**

Affiliated National Societies undertake to encourage their members to participate in the congress activities of the ESC.

Affiliated National Societies members are encouraged to send abstracts to all congresses of the ESC (annual congresses and subspecialty congresses). There will be, however, no guarantee of privileged selection.
Affiliated National Societies may propose experts to be considered as abstract grders and chairmen of sessions.

The ESC is willing to organise joint sessions at the National Congresses of the Affiliated National Societies, if there is mutual interest and sufficient available resources. Conditions for covering the ESC speakers’ costs in attending these congresses will be the as for the ordinary ESC Annual Congress, i.e. registration fee is waived, but no there expense is covered by the ESC

Visits by ESC representatives to the annual congress of the Affiliate Society will be considered. In some cases, the ESC may also take a display stand in their exhibition.

**Journals**

The Affiliated National Societies are encouraged to submit scientific papers to the ESC journals, as well as to the subspecialty journals published by the ESC. Their members are encouraged to subscribe to these journals.

Other forms of collaboration may be considered, such as the creation of specific language versions of the journals, if approved by the publisher and by the Editor-in-Chief.

**Educational events**

Conditions for participations of the members of Affiliated National Societies in the educational events organized by the ESC will be the same as for the ordinary ESC members.

**Educational products**

Affiliated National Societies may adopt the ESC Core Syllabus, and use it for any educational purpose in their countries.

Affiliated National Societies are encouraged to purchase ESC educational products, such as books, distance learning program, CD-ROMs, pocket guidelines, and similar.

**Practice Guidelines**

Affiliated National Societies are encouraged to officially endorse the ESC Guidelines.

Publication and translation of Guidelines will be regulated by a separate contract.
**Policy Conferences**

Affiliated National Societies will be offered the possibility to participate in an observational capacity in Policy Conferences, Consensus Conferences, and in preparation of position papers, policy documents, or other similar documents, if they so desire, and at their own expense. They will receive information about the organisation of any such activity.

**Surveys**

Affiliated National Societies may be offered the possibility to use the Euro Heart Survey protocols, or to contribute to the Euro Heart Survey Programme. Depending on local possibilities and interest, Affiliated National Societies may participate in the ESC survey programme, and ask the ESC to manage data compiled in the affiliate country.

**Training and Research Grants**

The ESC may facilitate training and research programs in European cardiac centres at the request of an Affiliated National Society. Such programs cannot be funded by the ESC.

**Accreditation**

The Affiliated National Societies will be encouraged to have their educational and scientific events accredited by the European Board for Accreditation in Cardiology (EBAC).

This Memorandum of Understanding takes effect from the date of signature.

Signed:

A) For The European Society of Cardiology,  
its President,

B) For the Affiliate Society of Cardiology,  
its President,