

## ***FIGO World Congress Venue Selection Process***

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- The principle of geographic rotation should generally be maintained.
- Six years ahead of the event, the General Assembly will decide on the country/territory in which the Congress will be held based on the recommendations of the Executive Board.
- The Executive Board will decide on the countries/territories to be put forward to the General Assembly based on the recommendations of a Selection Panel of three-four individuals who will be mandated by the Executive Board to undertake the necessary research to identify suitable countries/territories. Where necessary, this may involve liaison with the FIGO member society in the country/territory under consideration.
- The FIGO member society in the countries/territories where prospective venue(s) are located will be asked to confirm their support for the Congress to be held in their country/territory
- The FIGO member societies in the countries/territories under consideration will be invited to make a brief (max eight minute) presentation on the merits of their country/territory being selected to host the Congress to the General Assembly.
- FIGO will work with the member society of the country/territory where the General Assembly decides the Congress will be held. The member society will form a local organising committee for the Congress, which will make local arrangements under the responsibility of the Congress Organizing Committee according to the guidelines set by the Executive Board.
- Within twelve months of the decision taken by the General Assembly, the Selection Panel will identify up to three suitable venues within the country/territory where the Congress is to be held
- Venues will be identified by writing to venue organizations and venues themselves. Detailed information will be sought in consultation with the local FIGO member society.
- The minimum criteria for the Congress venue, which will be established by the Congress Organizing Committee, will be conveyed to prospective venues in advance so that FIGO can ensure that the sites are of an acceptable standard before any site visits are undertaken.
- Venues will be shortlisted, and site visits by the Selection Panel arranged in consultation with the local FIGO member society. The cost of any such site visits should be met by the centres or national tourist boards and not by FIGO.
- The Executive Board will discuss the Selection Panel's recommendations and decide on the venue where the Congress is to be held.
- FIGO will undertake the duties formerly mandated to a Professional Congress Organizer
- ***In exceptional circumstances where, in the opinion of the Executive Board, it proves impractical or unfeasible to hold the Congress in the country/territory selected by the General Assembly, the Executive Board will have the authority to select an alternative venue located within the same geographic area as the country/territory originally selected by the General Assembly. In such exceptional circumstances, the Executive Board should give priority, wherever possible, to the countries/territories originally considered, but not selected, by the General Assembly. Due credence should be given to the ranking of countries/territories during the original General Assembly vote.***