

Guidelines for Programme Committees of IUCr Congresses

The programmes of IUCr Congresses should provide contributions of the highest scientific value.

Suggestions for Keynote Speakers, Microsymposia (MS) and Chairs should be provided by the IUCr Commissions. Suggestions are also welcomed from National Crystallographic Associations or even individual persons.

The following guidelines shall be applied:

- (1) Members of the Scientific Programme Committee (SPC) should not act as speakers or Chairs in any Congress they organize. The SPC members should avoid any possible conflict of interest in selecting Keynote Speakers and MS Chairs. SPC members can act as Chairs for Keynote Lectures on the recommendation of the President.
- (2) Keynote Speakers at any of the previous two IUCr Congresses must not be invited as Keynote Speakers unless there are exceptional circumstances. However, they may act as Chairs or speakers in MS. It is also acceptable to select a Keynote Speaker among those who have spoken at MS at previous IUCr Congresses.
- (3) Those who have acted as Chairs or Co-Chairs at the previous IUCr Congress are not eligible as Chairs. However they may give talks.
- (4) Strong emphasis should be given to provide a programme that is balanced with respect to gender and nationality.
- (5) It is recommended that only one speaker from a given Institution is selected for a given MS.
- (6) Chairs and Co-Chairs of MS should be excluded from speaking in their own sessions and from sessions on the same subject. The same should apply for co-workers of Chairs and Co-Chairs.
- (7) A maximum of three speakers for each MS should be invited with the remainder selected from submitted Abstracts. On the Abstract submission form authors should be asked if they wish to be considered for a verbal presentation.

The final programme must be approved by the Executive Committee of the IUCr.

Revised September 2007