

**Daide Denise**

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**De:** Davide Denise  
**Envoyé:** vendredi 11 décembre 2020 11:13  
**À:** 'Teresa Xu'  
**Cc:** Folegani Marzia  
**Objet:** TR: WBNC 2020, 16 - 19 December - Agenda and instruction for Prof. Wintrop  
**Pièces Jointes:** Assignment\_Letter\_WBNC\_Kevin Winthrop.docx; COL\_disclosure\_template-1.doc; text9.pdf

**Importance:** Haute

Dear Teresa,

Please find here below the email with all the informaton.

To access the virtual platform on which the conference will take place go on:

<http://www.world-bronchiectasis-conference.org/>

Click on "Login" – high right corner or under the menu "Registration"

Click on the red button with the writing "LOG IN"



Insert your credentials hereafter reported:

**User:** [winthrop@ohsu.edu](mailto:winthrop@ohsu.edu)

**Pswd:** fc65a8

We remain at disposal should you have any questions.

Best Regards

Denise

**De :** Folegani Marzia <marzia.folegani@publiccreations.com>

**Envoyé :** vendredi 4 décembre 2020 17:22

**À :** 'Kevin Winthrop' <winthrop@ohsu.edu>

**Cc :** World Bronchiectasis & NTM Conference <wbc@publiccreations.com>; Davide Denise <Denise.Daive@publiccreations.com>; 'xut@ohsu.edu' <xut@ohsu.edu>

**Objet :** WBNC 2020, 16 - 19 December - Agenda and instruction for Prof. Wintrop

Dear Prof. Winthrop,  
 I hope to find you well.

We would like to thank you for having accepted to be part of the faculty of the 4<sup>th</sup> World Bronchiectasis & NTM Conference that will go live from 16<sup>th</sup> to 19<sup>th</sup> December.

This mine to provide you the key information for your active participation to the conference.

**Your Moderation**

- Prof. Wintrop take the floor at the end of van Ingen intervention and introduce the third and last speaker (Dr. Loré)
- At the end Prof. Martinez Garcia takes the floor and invite you all to join the discussion
- Attendees may submit question via the on line chat.  
You are invited to check the questions submitted and choose the ones more interesting to ask to the speaker(s) during the questions / discussion time at the end of the presentation.  
If no questions arrive from the public we suggest you to prepare one or two.  
Further information where to see the questions to follow in a later communication
- At the end, Prof. Martinez-Garcia first and Prof. Wintrop after close the session, making a short recap (if useful) and thanking the speakers for their intervention.

As Chair it would be very important to help the speakers to keep the time of their intervention. Note that 2 speakers have up to 20 minutes, while one (Dr. Loré Oral Presenter) has only 10 minutes.  
Maintaining the timing will guarantee sufficient time for questions and discussion.

### **Access to the virtual Platform**

Whatever would be your decision regarding the moderation you are invited to attend the conference live or seeing the event as recorded after the live.

To access the virtual platform on which the conference will take place go on:

<http://www.world-bronchiectasis-conference.org/>

Click on "Login" – high right corner or under the menu "Registration"

Click on the red button with the writing "LOG IN"



Insert your credentials hereafter reported:

User: [winthrop@ohsu.edu](mailto:winthrop@ohsu.edu)

Pswd: fc65a8

When entering the first time you will be asked to confirm or complete your personal data and confirm you are willing to share these data with other participants.

Then you will be asked to add a picture of yours. If you have send it in advance, you would see the file uploaded.

Then you enter the platform and you can navigate it.

Please find [here](#) some **general instruction** for the navigation, and [here](#) for help, may you encounter any difficulty in connecting.

The virtual platform will be accessible from December 10<sup>th</sup>.

### **Speakers ready room**

In the platform there is a "hexagon" all on top named "Speakers ready room".

You are invited to enter this room (*pre – live room*) 20 - 30 minutes before your intervention.

Here the technicians will check with you connection, light, video, sound ... and you can speak with the other participant(s) to your session to define the last details.

And, at the right moment, you will be moved from this "room" to the "live" to start your intervention.

### **Technical Rehearsals**

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*Please consider the environment. Print this e-mail only if necessary*



## Publi Créations

### Letter of Assignment

#### BETWEEN

**PUBLI CREATIONS SAM**, with registered office in Principality of Monaco, 74, Boulevard d'Italie, VAT FR95000017326, 98000 Monte Carlo, represented by Marzia FOLEGANI, in her quality as Business Development Director.

hereafter also referred to as "Publi Créations"

#### AND

**Prof. Kevin Winthrop** from Division of Infectious Diseases, OHSU, Portland, United States of America  
hereafter also referred to as the "Professionalist"  
hereafter also jointly referred to as "The Parties".

#### WHEREAS

- a) Publi Créations is a Professional Congress Organiser based in Monaco and specialised in the organisation of Medical-Scientific Conference.
- b) Publi Créations is organizing the Conference "4<sup>th</sup> World Bronchiectasis & NTM Conference" virtual edition on December 16th - 19th, 2020.

Hereafter also referred as the "*Conference*".

- c) The Professionalist is a well-known Medical Doctor with a specific know-how in the fields covered by the *Conference*.
- d) Publi Créations requested the intervention of the *Professionalist* to enhance, add or complete the scientific program of the *Conference*.
- e) The Professionalist agreed to participate to the *Conference* and to perform the activities listed in article 2.

#### THE PARTIES AGREE AS FOLLOWS

##### Art. 1. PREMISES

The premises constitute integral parts of this Agreement.

**Publi Créations S.A.M.**

vers. 2.0 - 1 / 4

74, Boulevard d'Italie - Monte-Carlo - MC 98000 Monaco

Tél. : +377/97973555 - Fax : +377/97973550 • e-mail : info@publicreations.com Site : www.publicreations.com

S.A.M. au Capital de 150.000 € R.C. 60900917 FR95000017326

**IAPCO**

International Association of Professional Congress Organisers



## Publi Créations

6.3. By entering in this Agreement the Professionist accepts to receive e-mail by participants to the Conference on the provided e-mail address (not shared with the participants), It being agreed that the Professionist is not bound to reply to the participants' e-mail or requirement.

6.4. By ticking the box at the end of this Agreement, the Professionist accepts to share with the participants to the Conference his / her contacts details as reported under the specific area.

### Art. 7. LIMITATION OF LIABILITY

7.1. Publi Créations may in no event be liable for any direct or indirect, special, incidental or consequential loss arising from the participation of Professionist to the Conference including, without limitation, damages for loss of goodwill, work stoppage, or any other commercial damage or loss, and regardless of the rule of law or equity (contract, tort or otherwise) that underpin the claim.

7.2 The Professionist shall be the sole responsible with regard to the content of the material prepared for the Conference and/or played during the Conference and, in general, for his/her speech during the Conference.

The Professionist undertakes to indemnify and hold harmless Publi Créations (including its directors, employees, agents, affiliates and representatives) from any and all claims by, or liability to, any third party for loss, damage or injury to persons or property caused by any act or omission of the Professionist in connection with this Agreement and/or caused by the content of the material prepared for the Conference and/or played during the Conference and, in general, for his/her speech during the Conference (including, but not limited to, legal fees, costs and other expenses).

### Art. 8. APPLICABLE LAW

8.1 This Agreement shall be subject to the laws of the Principality of Monaco, without considering the principles of conflict of laws.

### Art. 9. DISPUTES

9.1 In case of dispute between the Parties concerning the interpretation and/or execution of this Agreement, the Parties shall make every attempt to reach a friendly solution of same.

9.2 The disputes for which no friendly solution have been reached shall be exclusively submitted to the Court of Monaco.

### Art. 10. AMENDMENTS

10.1 The content of this Agreement may be amended only by means of written instruments to be signed by individuals duly empowered to represent the parties.

**Publi Créations S.A.M.**

vers. 2.0 - 3 / 4

74, Boulevard d'Italie - Monte-Carlo - MC 98000 Monaco

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**IAPCO**

International Association of Professional Computer Organisations



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[www.eaccme.eu](http://www.eaccme.eu)

T +32 2 649 51 64  
 F +32 2 640 37 30  
[accreditation@uems.net](mailto:accreditation@uems.net)

### **Conflict of Interest Disclosure Form**

(to be completed by scientific/organising committee members)

NAME : Kevin Winthrop, MD, MPH  
 .....

AFFILIATION: Oregon Health & Science University  
 .....

In accordance with criterion 24 of document UEMS 2012/30 "Accreditation of Live Educational Events by the EACCME", all declarations of potential or actual conflicts of interest, whether due to a financial or other relationship, must be provided to the EACCME® upon submission of the application. Declarations also must be made readily available, either in printed form, with the programme of the LEE, or on the website of the organiser of the LEE. Declarations must include whether any fee, honorarium or arrangement for reimbursement of expenses in relation to the LEE has been provided.

#### **DISCLOSURE**

I have no potential conflict of interest to report

I have the following potential conflict(s) of interest to report

**Type of affiliation / financial interest**

**Name of commercial company**

Receipt of grants/research supports: Insmmed

Receipt of honoraria or consultation fees: Insmmed, Paratek, RedHill Biopharma, Horizon, Spero

Participation in a company sponsored speaker's bureau:

Stock shareholder:

Spouse/partner:

Other support (please specify):

**I assure that my involvement in organizing and defining the scientific programme has not been influenced by any company I have previously and I am collaborating with.**

**Signature:**

**Date:**

17 Dec 2020

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