

General provisions for the submission of short scientific contributions and for active participation in conferences for contributors/speakers/healthcare professionals and/or chairpersons

Preamble

m:con - mannheim:congress GmbH, Rosengartenplatz 2, 68161 Mannheim, Germany (known in brief as m:con), is a business, which has specialised, among other things, in supporting staging scientific congresses, conventions, trade fairs and events as a service provider to the organizer **Deutsche Diabetes Gesellschaft e. V.**, hereinafter referred to as "Organizer".

These provisions govern the conditions for participation by individuals acting **as submitters/first authors, speakers, and/or chairs at an Event**. Special attention is given to ensuring compliance with the principles of separation, transparency, equivalence, and documentation, particularly when such individuals are healthcare professionals (e.g., medical, dental, pharmaceutical, or other health professionals). This serves to uphold transparency and prevent any appearance of corruption in the healthcare sector.

The provisions in **PART A** apply upon the submission of abstracts to the Organizer. The provisions in **PART B** apply upon the invitation of a speaker to participate in the Event and their acceptance in text form or the confirmation of an appointment by the Organizer at the request of the speaker. The provisions in **PART C** apply additionally in the cases of both **PART A** and **PART B**.

Glossary:

The Organizer refers to the natural or legal person who conducts the Event in their own name, assumes organisational responsibility and entrepreneurial risk, and is the contracting party liable to submitters and speakers.

A Submitter refers to the person submitting an abstract, the first author, the authors of the abstract, or the submitting party under the terms of **PART A**.

A Speaker refers to all individuals delivering a professional presentation as per **PART B** or moderating a professional session as chair.

Healthcare Professionals (HCPs) include all medical, dental, pharmaceutical, or other healthcare professionals residing in Europe who prescribe or use human medicines or are authorised to trade in them. This also includes public sector employees or those working for health insurance companies or other payers responsible for prescribing, acquiring, supplying, or administering medicines or determining their reimbursement eligibility.

PART A

§ 1 Submission of Abstracts

- (1) Abstracts must be submitted online via the conference portal within the specified deadline. Changes are not permitted after the deadline.
- (2) Mandatory fields specified in the conference portal must be completed during submission.
- (3) For abstracts with multiple authors, the contact details of all co-authors must be provided to ensure proper communication.
- (4) Abstracts will be reviewed by a commission comprising independent reviewers or the scientific leadership of the conference.

§ 2 Rights

- (1) The Submitter assures that the abstract's content complies with scientific standards, legal regulations, and third-party rights (e.g., intellectual property, copyright) and includes a bibliography with clearly marked references.
- (2) The Submitter is responsible for resolving any third-party copyright issues related to the content of the abstract. They ensure that no third-party rights impede publication.
- (3) By submitting an abstract, m:con is authorised to forward the submitted data to reviewers/scientific commissions for evaluation and, if accepted, to publish the abstract per § 6.

§ 3 Abstracts with Co-Authors

- (1) For abstracts involving multiple authors, the Submitter ensures they have the right to submit and publish the abstract on behalf of all co-authors in line with § 6 (2).
- (2) The Submitter also ensures that all co-authors comply with the obligations outlined in § 2 and that their contact details are provided.

§ 4 Evaluation of Abstracts

- (1) Abstracts are reviewed by the reviewers/scientific leadership of the conference.
- (2) Acceptance decisions are based on formal and scientific criteria.

§ 5 Acceptance and Publication

- (1) Upon acceptance by the scientific leadership, the abstract will be published free of charge, and **PART B** becomes effective.
- (2) The publication includes the title, content, bibliography, and the names and affiliations of all authors. Publication may occur online via the conference homepage, programme materials, or as part of a supplement in a professional journal.
- (3) If the abstract is accepted as a (short) presentation, the author grants m:con the non-exclusive right to record and publish the presentation, in whole or in part, on the digital conference platform for up to twelve months after the Event, under the author's name and title.
- (4) The Submitter also consents to pre-event promotion of the presentation or session via social media (e.g., Facebook, Twitter) with appropriate information such as the title and author's affiliation.

§ 7 Registration as a Professional Visitor

Submitting an abstract does not automatically register the Submitter as a professional visitor. Separate registration may be required, as detailed on the conference homepage and in the confirmation/invitation letter. The specific General Terms and Conditions for professional visitor registration apply.

PART B

§ 1 Speaker Obligations

- (1) The Speaker is obligated to deliver their presentation punctually and professionally.
- (2) Chairs are required to lead and moderate their assigned sessions.

§ 2 Travel Expenses/Registration

- (1) Participation costs (registration) and reimbursement of travel expenses are subject to the Event's travel expense policy outlined in the confirmation/invitation letter. General Terms and Conditions for professional visitor registration apply.
- (2) Reimbursement covers actual, documented expenses for reasonable and customary travel costs, such as train tickets or car mileage (per statutory rates). Extravagant expenses, particularly luxury accommodations, are not reimbursed if they appear to prioritise leisure value over the scientific purpose of the trip.

§ 3 Separation Principle and Employer Approval

- (1) Both the HCP Speaker and the Organizer confirm that abstract submission, participation, and cost reimbursements are unrelated to prescription behaviour and do not create expectations of any kind. These arrangements are also unrelated to past, present, or future commercial transactions or prescriptions.
- (2) If the Speaker is employed by a medical institution or holds public office, their participation and acceptance of these terms must be disclosed to and, if necessary, approved by their employer/superior. This agreement is conditional upon obtaining such approval, where applicable.
- (3) The Speaker must present employer approval upon request by the Organizer.

§ 4 Publication and Video Recording

- (1) The Speaker guarantees that their presentation's content is either their intellectual property or appropriately cites third-party sources without infringing copyrights or other rights.
- (2) The Speaker consents to the publication of their presentation details in the programme.

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- (3) The Speaker authorises m:con to record and publish their presentation, along with any accompanying materials (slides, charts, etc.), on the conference platform for up to one year.
- (4) The Speaker consents to the promotion of their presentation/session via social media in advance of the Event.

PART C

§ 1 Conflicts of Interest and Disclosure of Content

- (1) The Submitter/Speaker confirms the absence of conflicts of interest that could compromise scientific neutrality. Any existing conflicts must be disclosed to the Organizer and the audience before publication or presentation. Disclosure forms must be submitted at least one month before the Event.
- (2) To obtain continuing education certification, the Speaker must provide content details (e.g., slides, scripts) upon the Organizer's request for submission to the relevant medical association.

§ 2 Data Protection

The Organizer processes personal data in accordance with GDPR for purposes including service provision, customer relationship management, and quality control. Details are available under "Privacy Policy" on the Event homepage.

§ 3 Liability

- (1) The Organizer's liability is limited to intentional or grossly negligent acts, except in cases involving personal injury.
- (2) Liability for minor negligence is limited to foreseeable, typical damages arising from a breach of essential obligations.
- (3) These limitations also apply to the Organizer's agents and assistants.

§ 4 Termination and Cancellation

- (1) These terms end upon fulfilment of all obligations.
- (2) Cancellation by the Speaker/Submitter must be in writing as specified in the confirmation letter.

§ 5 Final Provisions

- (1) Rights under these terms cannot be assigned without consent.
- (2) Mannheim is the legal venue for disputes, and German law applies.
- (3) Changes or additions to these terms require written form.
- (4) Should any provision be invalid, the remainder of the terms remain unaffected, and suitable substitutes will be agreed upon.

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