This will apply for the webinars organized by any of us and finalized after 31st May.

Guidelines for organizing webinars:

1. Please do not organize or plan any webinar without confirmation with FOGSI. This confirmation can be obtained by filling a form and/or emailing it to the President, FOGSI or Secretary General, FOGSI, and for committee chairs also to the VP in charge of the committee.

2. Please do not clash with FOGSI's calendar of events either physical or web based. The list of events may be available on the FOGSI website. Please consult it before planning a webinar. In any case do not circulate information and confirm a webinar without (1)

3. FOGSI will centralize the distribution of webinars so that each committee can get space to do webinars and there is no overlap in scheduling between committees.

4. There is lots of confusion, overlapping, repetition of topics, faculties and dates with FOGSI's priority work, and planning. Please avoid repetition. In case committees would like to address the same issues please do collaborative programs.

5. Committees can have activities or webinars on the same days if it is strictly limited to any local society but cannot organize parallel webinar nationwide. We hope all office bearers and committee chairpersons will follow it with its spirit and take due care when organizing the webinar for any particular local society.

6. When any committee is using the FOGSI's name and logo for its activities, it should be confirmed with FOGSI. (President FOGSI, VP-FOGSI or Secretary General,) FOGSI has designed and uploaded a format for flyers on FOGSI's website they should use and get it approved by VP-FOGSI or Secretary General or Deputy Secretary General.

7. We can have webinars three a week max to max by any subcommittee of FOGSI and whosoever confirms early on first comes first served basis.

8. Pl do not organize any webinar without following minimum contribution to FOGSI. Funds generated through committees will be credited to the committee account.

   For webinar planned by and only for the local society- No amount.
   In this FOGSI does not have any say and they cannot use FOGSI logo
   For FOGSI committee webinar- Minimum 15,000/- (up to 2 hours)
   For FOGSI's webinar- Minimum Rs 30000/- (upto 2 hours)
   For FOGSI's webinar -Minimum Rs 50000/-(for 2 to 4 hours)
   For FOGSI's webinar -Minimum Rs 70000/- (more than 4 hours)
   This unconditional academic grant contribution towards FOGSI can be revised after one year. It is preferable to receive in advance before the webinar.

9. FOGSI can organize webinars with Government or quasi-governmentalorganizations (WHO, ICMR, UNICEF, USAID etc) or international organizations as for physical conferences (FIGO, AOFOG, SAFOG, ROCG) without any contribution towards FOGSI.

10. Please mention the name / photo of President and Secretary General in the flyers when FOGSI's name or LOGO is used. If it is organized by the FOGSI committee, it should also include the name of the responsible VP along with the President and Secretary General. Please use the format given on the website for making the announcements and the flyer for webinars.

11. Please promote FOGSI's theme, events and schemes in the subcommittee's webinars.

12. Please take and mention ICOG credit points with the flyer / Circular for the webinar and see that it is awarded only to those who have attended the webinar and not to those who have only registered for the webinar. FOGSI will have a uniform template for webinars awarded ICOG credit points.

13. The supporting pharma or organizers who are providing the unconditional academic grant support for the webinar can be allowed to use FOGSI's name & logo on all collateral and backdrop only for that webinar, they will avail ICOG credit points and e.certificate of attendance with e. signature for the attendees.

14. Organizers will have to provide the details of attendance, attendees, Q & A, feedback and video recording of the webinar.

15. FOGSI may upload the video recording of the webinars on its website. Please take consent from the faculties.

17. Any organizer or a FOGSI's subcommittee can contact any other country or organizations outside India for a joint webinar, only after permission from FOGSI office (FOGSI President or Secretary General, FOGSI) and approval of the programme. The VP in charge and the FOGSI representative to the international organization should also be informed.

18. When ICOG credit points are awarded to a webinar which is not organized by FOGSI or its subcommittees, ICOG logo can not be displayed in the flyers and back drop of the webinar. In such webinars, ICOG logo can be published only on a certificate. FOGSI and ICOG will prepare the standard format for the certificates/e.certificates.(Reason is FOGSI and ICOG have nearly the same logos and it may create a wrong impression that it is a FOGSI's webinar even when it is not organized by FOGSI or its subcommittee).

19. FOGSI's Vice Presidents will guide their allotted subcommittees for the guidelines for organizing webinars and will see that the committee chairpersons follow these guidelines.

20. Office bearers and Committee Chairs of FOGSI, ICOG and JOGI not to participate in webinars which do not follow these guidelines.

FOGSI Office Bearers