



European Association for Palliative Care

EAPC Onlus: Non profit-making Association

Non Governmental Organisation (NGO) recognised by the Council of Europe

Association Européenne pour les Soins Palliatifs

EAPC Onlus: Organisation à but non lucratif d'utilité publique

ONG reconnue par le Conseil de l'Europe

Visit our Web Site - Visitez notre site Internet: <http://www.eapcnet.org>

EAPC internal rules about the use of languages

There is nothing in the By-laws that the EAPC has two official languages, it is just a tradition. As a result, the EAPC Board of Directors has decided on the following internal rules:

Internal communication

All communication between the Board of Directors, the Head Office and the members of the different committees is to be in English

EAPC information to members

The communication from the Head Office and the Board and the European Journal of Palliative Care-EJPC- its members will continue to be in both languages, English and French, as far as possible. Due to time and resources, this may be limited depending upon the contribution of the French-speaking board members.

Official EAPC documents will be in both English and French as long as resources are available. The French-speaking EAPC board members will contact palliative care associations in French speaking countries to obtain translations of official documents of the EAPC.

All EAPC board members shall check with their national associations to see if they would be prepared to translate the important EAPC documents into languages other than French. All cost must be incurred by the collective members.

EAPC Congresses

All **communication by our professional congress organiser (PCO) to our members** will be in English and French, as will the congress Web sites and programmes. The French speaking board members will be responsible for reviewing the translations provided by the PCO.

During the EAPC congresses, the official language for presentations and speakers will be English. **One way translation** (English to French) will be provided for the plenary sessions, and for one parallel session into French and possibly into four or five other European languages (decided according to the number of participants from the last two Congresses). National Associations shall be approached to raise funding of these translations.

To guarantee **discussion and interactive sessions** at congresses, parallel sessions may be organised in **different languages**. Reporters shall be nominated for these sessions to present a résumé of the outcome of the sessions in English in the plenary sessions.

Abstracts will only be accepted in English, except for the sessions to be held in other languages. The scientific committee shall select an advisory board, to guarantee that foreign language abstracts can be reviewed. The collective members will be approached to propose members. All EAPC board members must help in this task. An invitation to join the advisory board or to review abstracts for the Congress does not automatically include any special support for the congress participation.

Annex 4 approved by the EAPC General Assembly, Granada 26-04-2002



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