

# ICN 24<sup>th</sup> Quadrennial Congress

Durban, South Africa  
27 June – 4 July 2009

Leading Change:  
Building Healthier Nations



## Exhibition information



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## About ICN and the Congress

The International Council of Nurses is the world's first and widest reaching international health professional organisation. As an independent, non-governmental federation of national nurses' associations in 131 countries, ICN has been working since 1899 for the improvement of health and nursing worldwide. ICN's international congresses and conventions are renowned as the most exciting global forums for nurses.

This much anticipated event will bring together more than 4,500 nurse leaders from across the globe and showcase nursing innovation, elaborate on new nursing roles and present cutting edge research.

The more than 13 million nurses working worldwide contribute to the health and well being of society. Considered in public opinion polls worldwide to be the most respected professionals today, nurses play a crucial role in shaping and delivering health care. Their public credibility means they also have a strong influence on consumers of health care products. Equally, nurses are key decision-makers in strategic planning, purchasing and policy within health care centres and programmes.

The ICN 24th Quadrennial Congress, its first in Africa, will showcase the key role nursing plays in leading the way to healthier nations. The Congress will permit access to and dissemination of nursing knowledge and leadership across specialties, cultures and countries. The three ICN pillars - Professional Practice, Regulation and Socio-economic Welfare - will frame the Congress sessions and programmes.

Featured plenary speakers will bring inspiration and the latest information on the nursing workforce and workplace, pandemics/disasters, ethics/human rights, clinical care and patient safety. Concurrent sessions, symposia and posters will address these issues plus developments in nursing education and the learning environment, advocacy, lobbying and legislation, care systems, technology, innovations and informatics, leadership and regulation. The Congress will also be the venue for ICN Network meetings, workshops and thought provoking main sessions - including a focus on task-shifting and the future of nursing.

The Council of National Representatives, ICN's global governing body, will convene from 27-30 June. Congress participants who are members of ICN member associations will be able to observe nursing leaders from all over the world identify the profession's priorities and future directions.

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### **Congress secretariat**

Congrex Holland BV  
P.O. Box 302  
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Fax: +31 20 50 40 225  
E-mail: [icn2009@congrex.com](mailto:icn2009@congrex.com)  
Website: <http://www.icn.ch/congress2009>



## Preliminary Congress Programme

<b>2009 dates</b>	<b>Meeting</b>
Sunday 28 June 2009	Set-up exhibition
Monday 29 June 2009	Set-up exhibition Opening Ceremony
Tuesday 30 June 2009	Council of National Representatives Keynote presentation Main sessions Concurrent sessions Symposia/workshops Poster presentations Opening Exhibition around 13.00h
Wednesday 1 July 2009	Keynote presentation Main sessions Concurrent sessions Symposia/workshops Poster presentations Exhibition
Thursday 2 July 2009	Keynote presentation Main sessions Concurrent sessions Symposia/workshops Poster presentations Exhibition
Friday 3 July 2009	Keynote presentation Main sessions Concurrent sessions Symposia/workshops Poster presentations Exhibition Closing

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## Audience profile

This dynamic gathering offers a unique opportunity for industry to communicate, align and interact with clinicians, leaders and decision-makers in nursing and health care internationally. Specific categories of attendance include:

1. Presidents and Chief Executive Officers of ICN member national nursing associations
2. Chief Nursing Officers from more than 50 countries
3. International advanced practice/nurse practitioner network
4. Specialists in human resources and work place well being
5. International nursing research network
6. Representatives of international nursing specialist organisations
7. Clinicians from a wide variety of nursing services worldwide
8. International regulation network
9. Nursing academics and informatics specialists
10. ICN Specialist Networks



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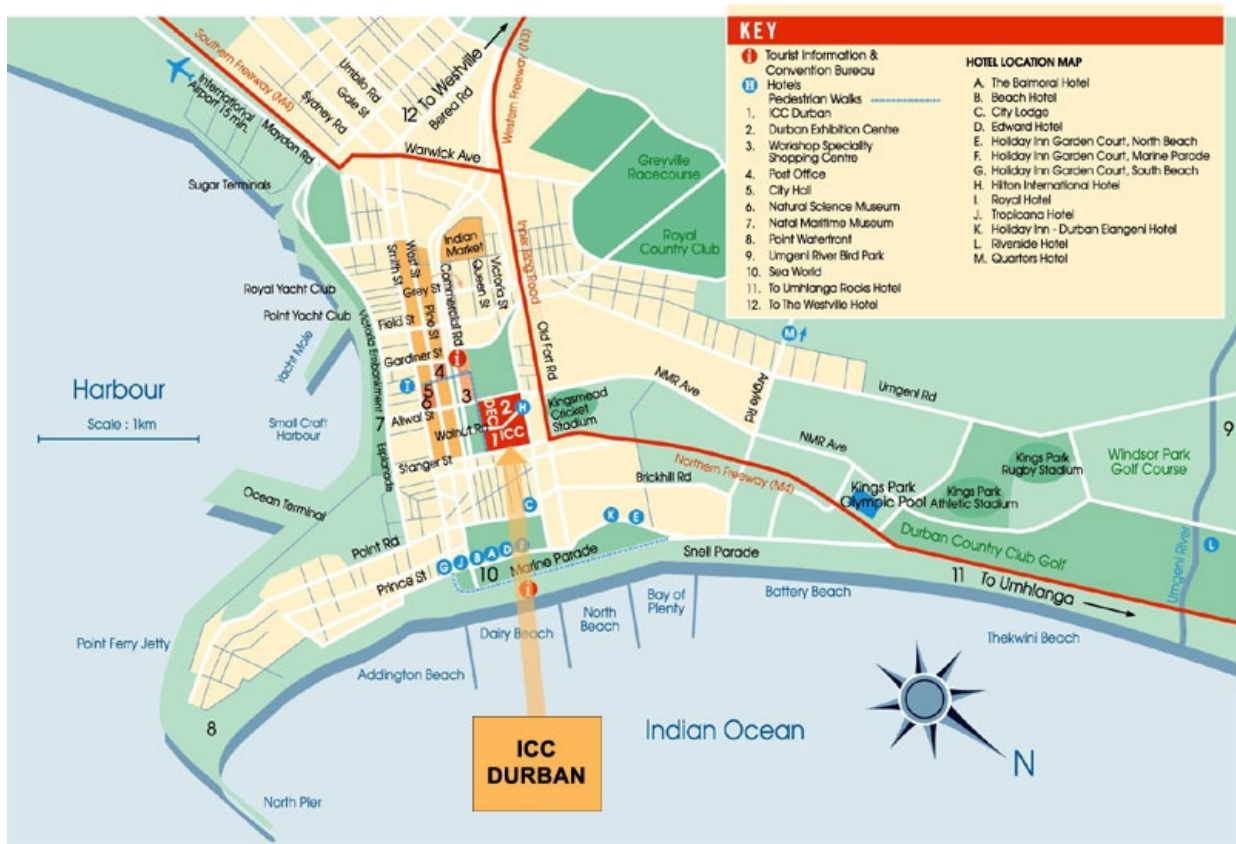


## Congress Information

### Congress venue

The Congress will be held at the International Convention Centre Durban. Centrally located and just a quarter of an hour from the airport, ICC Durban is minutes from hotels and beaches. Palm trees form a welcoming avenue while at the entrance to the centre three baobabs, Africa's tree giants, bid a regal greeting.

The International Convention Centre Durban (ICC) is one of the most advanced Congress facilities in the world. Flexibility and versatility are key factors in the design of this state-of-the-art technology-driven centre. For more information you can visit the ICC website: [www.icc.co.za](http://www.icc.co.za)



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## Congress Information

### Main objectives of the Congress

- To support informed and sustainable improvement in policy and nursing practice.
- To advance nursing's contribution to health care and facilitate the dissemination of evidence highlighting effective nursing interventions.
- To encourage problem-solving approaches to health priority needs.

### Transportation

Durban is well served by several major international airlines and through the Johannesburg hub.

### Visas

As many countries have consolidated consular activities in certain regions, it is advisable to initiate the process for obtaining a visa early. Please check the following website at least 9 months before the Congress to see whether you need a visa:

[www.home-affairs.gov.za/visa\\_detail.asp](http://www.home-affairs.gov.za/visa_detail.asp).

### Visa invitation letter

Should you need an invitation letter for the issuance of your visa you may obtain one by filling out your details via the congress website, [www.icn.ch/congress2009](http://www.icn.ch/congress2009). Go to FAQ - Registration. Here you will find a link to go to the request form. After you filled in your details, you will receive the invitation directly via email.

### Website update

This first document contains as much information as is known at the present time. However, the ICN website will be continuously updated with the latest Congress news. Check in at [www.icn.ch/Congress2009.htm](http://www.icn.ch/Congress2009.htm)

### Working languages

The working languages of the Congress are English, Spanish and French. Simultaneous interpretation will be provided for all plenary sessions, as well as a selection of other sessions.

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## Exhibition Information

### General

As an integral part of the ICN Congress, a commercial and non-commercial exhibition will be held for the promotion of services, technology, products and literature in the field of nursing and health care.

The exhibition will take place in hall 3A and 3C.

### Exhibition guide

An exhibition guide, giving further general and technical information on all aspects of the exhibition, venue, organisers and services available to exhibitors will be circulated in February 2009.

### Floor plan

The floor plan is designed in accordance with the regulations of the venue and with the intention to maximise each individual stand's exposure to delegates of the ICN Congress.

The preliminary allocation of the stand space will be done in December 2008. The final version of the allocation of exhibition space will be made in March 2009. The organisers will do their utmost not to make large changes. Only stands that have made full payment will be assigned.

The preliminary floor plan indicating the available stand sites is not yet ready. As soon as this is finalized we will inform you accordingly. Space assignments will be solely at the discretion of ICN 2009, and will be handled on a first-paid-first-serve basis.

The standard building height is 2.7 meters. However, stand constructions should not be obstructive and the visibility of both individual stands and the total exhibition is aimed for. All stand drawings have to be approved in writing by the organisers. The organisers should receive these stand drawings at least six weeks before the first build up day. Stands may not be constructed without written approval of the organisers.

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## Exhibition Information

### Time schedule

November 2008	Preliminary allocation
1 February 2009	Cancellation fee 50%
February 2009	Exhibition guide
March 2009	Final allocation

### Application for stand space

Any company wishing to participate in the exhibition should complete the official application form, indicating a first, second and third choice of exhibition space.

Allocation of stand space will take place on a first-come-first-serve basis.

The form should be signed and sent to the Organising Secretariat:

ICN 2009 Congress  
CONGREX HOLLAND BV  
P.O. Box 302  
1000 AH Amsterdam  
The Netherlands  
Phone: +31 20 5040200  
Fax: +31 20 5040225  
E-mail: [icn2009@congrex.com](mailto:icn2009@congrex.com)

### Exhibition costs

Floor space only

Price per square meter EUR 175 (excluding applicable VAT)

*(please note that this price only includes the carpeted floor space; all equipment, electricity, etc. needs to be ordered and paid for separately)*

Standard Stand construction

Price per square meter EUR 250 (excluding applicable VAT)

*(please note that this price includes the following **per stand**: floor space, white walls, carpet, one electricity outlet per 9m<sup>2</sup>, two spots, fascia board with booth number and 1 company name. All extra items like furniture, water etc. need to be ordered and paid for separately)*

The minimum stand size is 9 m<sup>2</sup>.

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## Exhibition Information

### Conditions of payment

After receipt of your application, an invoice will be sent. The total amount of the invoice is due within 30 days.

Payments can be made in EURO to:

Bank:  
ABN/AMRO Bank  
Vijzelstraat 78, P.O. Box 1001, 1000 CB Amsterdam  
The Netherlands

Name account holder: Congrex Holland – ICN 2009  
Account no. 56.10.52.182  
IBAN code: NL79ABNA0561052182  
BIC/SWIFT: ABNANL2A

Please indicate the payment is for the ICN Congress 2009, your company name, 'exhibition fee' and invoice number.

*NB. Please be advised that build up will not be permitted unless all invoices have been settled in full.*

### Conditions of cancellation

All cancellations must be made in writing to the Congress Secretariat.

Cancellations made before <b>1 February 2008</b>	50% of the total amount is non refundable
Cancellations made on or after <b>1 February 2008</b>	100% of the total amount is non refundable

### Disclaimer

For reasons beyond their control, the ICN Congress 2009 and/or its agent Congrex Holland and/or its agents have the right to immediately alter or cancel the Congress or any of the arrangements, timetables, plans or other items relating directly or indirectly to the ICN Congress 2009. The participants shall not be entitled to any compensation for damages that result from such alteration or cancellation.

Furthermore, with the exception of any wilful damage or gross negligence committed by the ICN Congress 2009 and/or its agent Congrex Holland and/or its agents, neither the ICN Congress 2009 nor its agent Congrex Holland and/or its agents shall at any time be liable for any direct or indirect damage suffered by the participants, including consequential and immaterial damage, caused by failure to comply with any provision of this document.

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## Registration

### Congress badge

- A stand of 9m<sup>2</sup>: 1 free Congress registration
- A stand bigger than 9m<sup>2</sup>: 2 free Congress registrations (maximum 2 free Congress registrations per company)

### Exhibitor badges

- A stand of 9m<sup>2</sup>: 2 free exhibitor badges
- A stand bigger than 9m<sup>2</sup>: 4 free exhibitor badges (maximum 4 free exhibitor registrations per company)

Please note that exhibitor badges do not give access to the scientific sessions. On the exhibitor badge only the company name will be indicated. The exhibitor badges can be picked up at the registration desk. The exact date and time will be announced in the exhibition guide.

If the number of complimentary exhibitor badges is deemed insufficient, extra badges can be purchased at a price of EURO 25 per badge, with a special 'Exhibitor badge registration form', which will be sent to you with the exhibition guide in February 2009.



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## Hotel accommodation

Exhibitors will have the opportunity to book hotel accommodation before knowing the names of the booth staff.

Hotel rooms in various price categories in the city of Durban have been reserved:

Hotel name	Room type	Rate in €	Category
<b>Balmoral Hotel</b>	Standard single	<b>185.00</b>	C
	Standard double	<b>240.00</b>	B
<b>Beach Hotel</b>	Standard single	<b>70.00</b>	E
	Standard double	<b>95.00</b>	E
<b>City Lodge</b>	Standard single	<b>105.00</b>	D
	Standard double	<b>125.00</b>	D
<b>Garden Court South Beach</b>	Standard single	<b>120.00</b>	C
	Standard double	<b>145.00</b>	C
<b>Garden Court Marine Parade</b>	Standard single	<b>160.00</b>	D
	Standard double	<b>185.00</b>	D
<b>Hilton Durban</b>	Standard single	<b>205.00</b>	B
	Standard double	<b>240.00</b>	B
	Deluxe single	<b>255.00</b>	A
	Deluxe double	<b>295.00</b>	A
	Executive single	<b>270.00</b>	A
	Executive double	<b>315.00</b>	A
<b>Quarters Hotel</b>	Standard single	<b>150.00</b>	C
	Standard double	<b>210.00</b>	C
<b>The Riverside Hotel</b>	Standard single	<b>170.00</b>	C
	Standard double	<b>245.00</b>	B
<b>The Royal Hotel</b>	Standard single	<b>210.00</b>	B
	Standard double	<b>235.00</b>	B
<b>Southern Sun North Beach</b>	Standard single	<b>195.00</b>	C
	Standard double	<b>220.00</b>	C
<b>Southern Sun Coast and Towers</b>	Standard single	<b>180.00</b>	C
	Standard double	<b>200.00</b>	C
	Superior single	<b>195.00</b>	C
	Superior double	<b>210.00</b>	C
<b>Tropicana Hotel</b>	Standard single	<b>85.00</b>	E
	Standard double	<b>120.00</b>	E

*The above mentioned room rates include breakfast and all applicable taxes.  
Rooms are subject to availability. If the hotel of your choice is fully booked, Congrex Hotel Function / AKM Travel AG reserves the right to book your room in an alternative hotel in the same category.*

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**Hotel reservation form**

Exhibitors can book their hotel room via e-mail or the hotel reservation form (see enclosed), which can be sent to [icn2009.hotel@congrex.com](mailto:icn2009.hotel@congrex.com) or fax number +31 20 5040 225. Upon receipt, Congrex Hotel Function will send a booking option / contract.

**Hotel desk**

Congrex Hotel Function will be present with a desk in the registration area during the congress.

For additional information please do not hesitate to contact us. We are looking forward to collaborating with you on this occasion.

Congrex Hotel Function Amsterdam c/o AKM Travel AG  
A.J. Ernststraat 595 K  
1082 LD Amsterdam  
The Netherlands

Direct phone number: +31 20 5040 218  
Direct fax number: +31 20 5040 225  
E-mail address: [icn2009.hotel@congrex.com](mailto:icn2009.hotel@congrex.com)

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Website: <http://www.icn.ch/congress2009>



## Build-up and dismantling times

Time for unloading and loading of all exhibition materials is included in the build-up and dismantling times indicated below. More detailed information will be available in the exhibition guide, which will be sent in February 2009.

During days of the exhibition, the hall is open 1 hour before and 1 hour after the exhibition opening hours. Only exhibitors and poster presenters are allowed to enter the exhibition hall during these hours to prepare for the upcoming day and clean for the next one.

### **Sunday, 28 June 2009**

09.00 - 20.00 hrs

Unloading and build-up of the exhibition  
This includes the time needed for the organisers to build-up the shell scheme stands. Therefore an assignment per exhibitor will be included in the exhibition guide.

### **Monday, 29 June 2009**

09.00- 18.00 hrs

19.00 hrs

Build-up of the exhibition  
Inspection of the exhibition area

### **Tuesday, 30 June 2009**

09.00 - 17.30 hrs

13.00 hrs

Exhibition open  
Official opening of the exhibition

### **Wednesday, 1 July 2009**

09.00 - 17.30 hrs

Exhibition open

### **Thursday, 2 July 2009**

09.00 - 17.30 hrs

Exhibition open

### **Friday, 3 July 2009**

09.00 – 12.00 hrs

15.00 - 21.00 hrs

Exhibition open  
Break-down exhibition and loading\*

\* Exhibitors will be responsible for any charges incurred if the exhibition area is NOT clear by the stated time 21.00 hours on Friday, 3 July 2009.

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## Stand Information

Companies may reserve booth space in units of 9m<sup>2</sup>. Please note that the minimum booth size to reserve is 9m<sup>2</sup>. The costs for exhibition space are:

**EURO 175,00 per m<sup>2</sup> for floor space only**

**EURO 250,00 per m<sup>2</sup> for standard stand construction**

The following services are included in a standard shell scheme stand of 9m<sup>2</sup>:

- standard wall construction of 3x3m (white walling), 2.70m high
- carpeting
- 2 spotlights
- 1 sign board with company name (max. 24 letters)
- 2 complimentary exhibitor badges for stands of 9m<sup>2</sup>, 4 complimentary exhibition badges for stands bigger than 9m<sup>2</sup> (maximum four free exhibition badges per company)
- 1 free Congress registration for stands of 9m<sup>2</sup>, 2 free Congress registrations for stands bigger than 9m<sup>2</sup> (maximum two free registrations per company)

Please note that the stand price does not change in case your company does not wish to have the standard equipment in the stand.

In case you would like to order extra equipment not included in the package for standard stand construction (decoration, special furniture, internet connection etc), we kindly ask you to use the order forms that will be added to the exhibition guide of February 2009.

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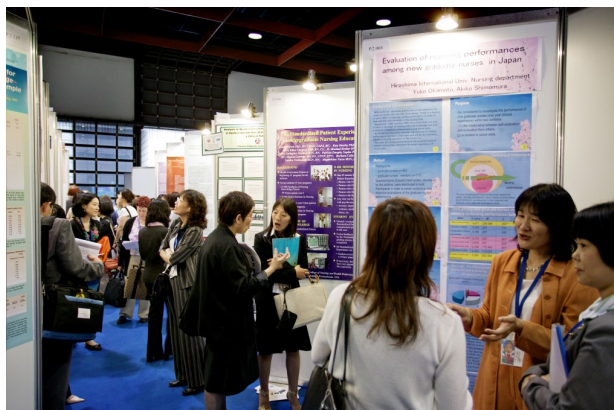
Website: <http://www.icn.ch/congress2009>



## Exhibitor services

The exhibitor services are provided by Congrex Holland, International Convention Centre Durban and Oasys. These suppliers provide the Organisers with services and are appointed by the exhibition venue as approved suppliers allowed to operate in the exhibition hall. All suppliers act on their own behalf in all arrangements with exhibitors and are not agents or employees of the Organisers. All services or materials supplied by these companies will be subject to a contract between the suppliers and exhibitors and will be billed directly by the suppliers to the exhibitors. Please note that the suppliers may apply their own regulations and instructions to the contracts they use. Therefore, the Organisers do not accept any liability or responsibility for any act performed or committed by such suppliers.

Order forms for services will be included in the exhibition guide of February 2009.



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## Rules and regulations of the Organisers

### **Adherence to laws**

It is the exhibitor's responsibility to adhere to any laws applicable in the country where the exhibition is being held. The Organisers accept no responsibility whatsoever for any transgression of such laws by exhibitors of the ICN 2009 Congress.

### **Audio-visual equipment**

The use of microphones/audio-visual equipment is permitted, but the volume must not be such as to cause annoyance to other exhibitors. The Organisers reserve the right to prohibit their use if in the Organisers' opinion any annoyance is being caused.

### **Damage to the premises**

No nails, screws or other fixtures may be driven into any part of the premises including floors, nor may any part of the premises be damaged or disfigured in any way. Should any damage occur, the exhibitor responsible for such damage will be invoiced for any charges incurred.

### **Liability and indemnification**

The exhibitor will be fully responsible for any claims, liabilities, losses, damages or expenses relating to or arising out of any injury to any personnel of exhibitor or to any other person or any loss or damage to any property of exhibitor or any other property where such injury, loss or damage is incident to, arises out of, or is in any way connected with exhibitor's participation in the exhibition programme of the ICN 2009 Congress.

Moreover, the exhibitor shall protect, indemnify, hold harmless and defend the Organisers and their employees from and against any and all such claims, liabilities, losses, damages and expenses. Exhibitor further waives any claim against the Organisers, their officers, directors, agents, and contractors, arising out of oral and written publication or republication of any statement made in connection with the ICN 2009 Congress concerning the exhibitor or his/her exhibits, products or services. The foregoing does not apply to claims arising from gross negligence or wilful misconduct on the part of the Organisers or any person or object for which the Organiser can be held liable under Swiss (ICN secretariat based in Switzerland) and/or Dutch (Congrex Holland based in the Netherlands) law.

### **Miscellaneous**

In addition to these rules and regulations, the internal regulations of the International Convention Centre Durban also apply. In the event of a dispute, the decision of the Organisers is final.

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## Rules and regulations of the Organisers

### **Obstruction of gangways and open spaces**

Exhibitors will not be allowed to display exhibits outside their own exhibition stands. In addition the Organisers reserve the right to order changes to exhibition stands, which are in any way obtrusive. Any form of light projection, etc. outside the exhibition stands is not permitted. Gangways must at all times be kept clear and free for passage. Any exhibitor who does not abide by the rules is liable to have his stand closed by the Organisers at the exhibitor's own expense and risk.

### **Smoking & Catering**

Please refrain from smoking in the exhibition area as the ICN Congress is a non-smoking Congress.

Catering provided by companies during the Congress at the exhibition stand, is restricted to the rules of the Congress venue.

### **Stand activities**

Exhibitors are permitted to demonstrate the firm's equipment and to make informational presentations regarding the product line or service in the stand. For spot selling, please contact the organisers in advance to obtain written approval as not all items are allowed to be sold during the exhibition.

***Participation at the exhibition of the ICN 2009 Congress implies acceptance of these conditions.***

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## Sponsorship Opportunities

Several sponsorship opportunities are available. In case your company is interested in sponsoring the ICN Congress 2009, please contact the Congress Secretariat. A special sponsor brochure is available upon request.

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## ICN 2009

### 24<sup>th</sup> Quadrennial Congress Durban, South Africa, 27 June – 4 July 2009

We are pleased to inform you that we have secured substantial allotments at a majority of hotels in Durban. Please fill in this form and tell us your request of hotel categories for the ICN 2009 Congress.

Hotels	Single room	Double room
Price category A	<input type="checkbox"/> More than EUR 250	<input type="checkbox"/> More than EUR 275
Price category B	<input type="checkbox"/> EUR 200 – 250	<input type="checkbox"/> EUR 225 – 275
Price category C	<input type="checkbox"/> EUR 150 – 200	<input type="checkbox"/> EUR 175 – 225
Price category D	<input type="checkbox"/> EUR 100 – 150	<input type="checkbox"/> EUR 125 – 175
Price category E	<input type="checkbox"/> Less than EUR 100	<input type="checkbox"/> Less than EUR 125

*All room rates are per room per night and include breakfast, city tax & VAT.*

Preferred hotel (s), if applicable \_\_\_\_\_

Arrival date: \_\_\_\_\_

Departure date: \_\_\_\_\_

Total number of rooms needed: \_\_\_\_\_

Special requirements:

Company:

Contact person:

E-mail address:

Direct telephone number:

Direct fax number:

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