



Instructions and Guidelines for Symposiums

1. Applications to convene symposiums can be submitted by an individual or team from any institution /organization.
2. The target audiences for symposiums are representatives from organizations/ departments involved in policy level decision making and/or involved in advocacy activities related to health.
3. The session should be related to any one of the focus areas of the event.
4. A total of six sessions, two for each focus area will be selected by a team of judges.
5. Maximum duration for a session is 3 hours.
6. Maximum permitted speakers for each session is five.
7. Session audience should be limited to 60.
8. Presentations by each speaker should be for a maximum of 20 minutes followed by a 10 minute discussion.
9. An audio visual room with theatre style seating will be provided at the venue.
10. It is the responsibility of the session convener to organize the speakers and logistic arrangements for the speakers, if applicable.
11. Mobilizing the target audience is joint responsibility of the session conveners and the event organizers
12. Publicity for the event will be provided by the event organizers. However, session conveners are also encouraged to publicize the event in their capacity.
13. Speakers should not have any affiliation directly or indirectly with any organization that is in conflict with the values of the event.
14. Any special requirements should be communicated to the organizers at the earliest and arrangements will only be made on a case by case basis.



Youth Health Mela

15th to 17th Feb 2024 at Anna Centenary Library

15. No Promotion of products or banners by speakers or any others during the sessions.
16. No sale or display of products during the session/venue of the event.
17. No sample distribution during the session/venue of the event.
18. Partners, Sponsors and other members in the organizing committee can also submit applications to convene academic sessions. However, they need to go through the selection process and do not have a default right to convene a session.
19. Sessions that involve any form of brand or product promotion or commercial interest will be rejected.
20. All submissions will be judged entirely on their merit and does not involve any cost. There is no fee for submission or convening an academic session.
21. Judges decision in all matters is final.
22. It is strongly recommended that volunteers, stall participants, academic conveners, speakers, event managers and contributors do not involve in any activities that is against the values of the event such as using tobacco, alcohol, junk food, etc, in and around 500 meters of the venue during the event. The responsibility of adherence lies with the organization they represent. Therefore contributors in any form are requested to be cautious before recruiting/deputing personnel.