

C-2 Considerations for Members Planning to Host an ISPRS Congress

Member organizations willing to host a Congress of the International Society for Photogrammetry and Remote Sensing should consider the following items which are looked upon as prerequisite for a successful Congress operation:

1. The Member organization should designate an individual to serve as Congress Director who will have final responsibility for all aspects of the Congress operation. The Congress Director will establish a Congress committee which will organize the technical program, the financial aspects, the secretarial work, the scientific exhibit, the technical tours, the social events, the program for family members, and attend to special tasks such as press relations, travel bureau relations, etc.
2. The Member organization will have complete financial responsibility for all aspects of the Congress organization. The Society does not provide any funds for this purpose. Although budgeting arrangements will differ from one member to another, it has been customary that one-third of the Congress expenses is met by registration fees for individual participants, one-third by the fees paid by commercial exhibitors, and one-third by government subsidies. A total budget of about 20 million Swiss Francs.
3. In order to accommodate the Congress, the following physical facilities are required:
 - a. Hotel accommodation and restaurant facilities for approximately 2,000 persons with access to the meeting facility by public transport.
 - b. One large meeting room for the opening ceremonies and plenary sessions to accommodate approximately 2,000 persons with simultaneous translation in the official languages of the Society.
 - c. At least two meeting rooms for technical sessions with a capacity of approximately 500 persons in each room, and with simultaneous translation capability for the official languages of the Society.
 - d. One room with capacity of 200 to 250 and simultaneous translation for the General Assembly. This room may also be used for technical commissions provided there is no time conflict.
 - e. Several smaller meeting rooms without simultaneous translation for unofficial technical commission meetings.
 - f. A small office for each of the seven Technical Commission presidents and secretaries.
 - g. Small meeting rooms or offices to conduct the business of the Council of ISPRS. Typing and copying service for the President and Secretary General.
 - h. An exhibit hall to accommodate a net instrument exhibit of about 3000m².
 - f. Exhibit space of about 1000m² to conduct a scientific exhibit and poster sessions.