



*“the World organization
for NDT”*

INTERNATIONAL COMMITTEE FOR NON-DESTRUCTIVE TESTING

OPERATING PROCEDURE:

OP5 Rev.2

SUBJECT: WORLD CONFERENCE FINANCIAL REPORT

1. Scope

Whilst the financial responsibility for each World Conference rests wholly with the Host country, in the interests of transparency of ICNDT operations and to help future conference organisers, it is required that the organisers produce a Financial Report at an agreed level of detail.

2. Procedure

The Financial Report shall include:

2.1 Revenues, broken down into:

Registration
Exhibit
Social/Special
Sponsorship/Grants
Hotel
Other Revenue

2.2 Expenditure, broken down into:

Print/Promotion	Miscellaneous
Distribution/Mailing	Exhibits
Scientific Program	Refunds
Congress Site	Sponsorship
Social Program	Loan repayments
Accompanying Person's Program	Contingency
Press/Publicity	Other Promotion
Administration	International Allocation
Meetings	National Allocation
Transportation	

2.3 A Spreadsheet which gives a more detailed breakdown is available from the Secretariat of ICNDT.