



INTERNATIONAL COMMITTEE FOR
NON-DESTRUCTIVE TESTING

The World Organisation for NDT

OPERATING PROCEDURE:

OP5 Rev 3

SUBJECT: WORLD CONFERENCE FINANCIAL REPORT

Issue/Draft	Date	Details	Status/Approval
Rev. 3	14 June 2018	Version agreed to correspond to v4 of the Constitution following Organisation Review 2015-2017	Approved by postal ballot 31 October 2017 and implemented 14 June 2018

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/Mailing/Promotion	Exhibits
Scientific Programme	Refunds
Congress Site	Sponsorship
Social Programme	Loan repayments
Accompanying Person's Programme	Contingency
Press/Publicity	Other promotion

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The ICNDT is registered as a legalised Association with its seat in Vienna, Austria.

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Administration
Meetings
Transportation

International allocation
National allocation
Miscellaneous

A spread sheet that gives a more detailed breakdown is available from the Secretariat of ICNDT.