

## Protocol of the meeting on the National Allergy Societies (NAS) activities of EAACI

Barcelona, 5<sup>th</sup> June 2015 8:00 – 9:30 am

Protocol Version Final 6<sup>th</sup> June

### **Attendees:**

Antonella Muraro, EAACI President  
Peter Hellings, EAACI Secretary General  
Ioana Agache, EAACI VP Communications & Membership  
Marek Jutel, EAACI Treasurer  
Maria Beatrice Bilò, EAACI ExComm Member  
Thomas Werfel, EAACI ExComm Member  
Michael Walker, EAACI Executive Director  
Stefan Kuzmiak, EAACI IT and Membership Project Manager  
Claudie Lacharité, EAACI Head of Communications

1. Definitions of activities concerning NAS activities of EAACI
  - NAS platform: Summarizes ALL activities between EAACI and NAS
  - NAS Committee: A group consisting of nominated representatives from EAACI and European NAS who are member societies of EAACI
  - NAS EU committee: A subgroup of the NAS Committee consisting of the European NAS representatives from EU countries only.
  - The International Societies Council: A group consisting of nominated representatives from EAACI Non-European Societies.
  - NAS Forum: The NAS Forum of the NS is the assembly which takes place annually during the EAACI Congress, in addition to the regular Business Meeting (BM). All member societies will be invited to the NAS Forum.
  
2. The NAS Committee consists of
  - a representative from each European NAS member of the EAACI.
  - a Chairperson nominated by the EAACI Executive Committee
  - a Secretary elected by the Committee's members
  - the Chairperson of the International Societies Council

The NAS Committee is coordinated by

- a Chairperson nominated by the EAACI Executive Committee
- a Secretary elected by the NAS Committee's members

Chairperson and Secretary report to the EAACI President, Secretary General and Vice-President Communication & Membership, and collaborate closely with the EAACI Membership Project Manager (HQ) and Head of Communications (HQ).

Both the Chairperson and the Secretary start their mandate on the occasion of EAACI Congress, keep their office for two years, and are eligible for re-election to the same position for 2 terms.

The Chairperson is invited to attend the EAACI Executive Committee Meeting held at the time of the EAACI Annual Congress, as an adjunct member (without voting rights).

The NAS Committee Secretary may deputize for the NAS Committee Chair if the Chairperson is unable to attend the meeting.

Each NAS representative:

- is proposed by the NAS (one representative per NAS)
- is empowered by the NAS board to communicate in the NAS committee
- must be able to understand and speak English
- must reply to mails from EAACI
- must be able to attend the NAS Forum at EAACI Annual Congress or nominate a deputy

3. The NAS EU Committee is a subcommittee of the NAS committee and consists of representatives from EU countries only.

4. The International Societies Council will include the EAACI Non-European Societies and will be governed by a Chairperson and a Secretary, both elected by the Council members.

Both the Chairperson and the Secretary start their mandate on the occasion of EAACI Congress, keep their office for two years, and are eligible for re-election to the same post for 2 terms.

The major purpose of the International Societies Council is to discuss educational aspects.

The Chairperson of the International Societies Council is a member of the NAS Committee.



5. A Forum of the NAS is organised during the EAACI Annual Congress, in addition to the regular BM. The first Forum will take place in 2015 in Barcelona.

The purpose of the Forum is to allow NAS to present current issues coming from local situations in Europe such as National Allergy Programmes or guidelines, public campaigns, lobbying for better recognition and care for allergic diseases at the National and the European levels, difficulties and opportunities in implementing guidelines, status of Allergy speciality, training and continuous medical education at the national level.

6. The NAS Committee shall be formed in 2015: Each NAS will be contacted and NAS representatives shall be nominated by the NAS. A first face to face meeting shall be taking place at the HQ in Zurich or a hotel in Zurich depending on the number of delegates on the 4<sup>th</sup> Sept. 10am – 5pm. Travel costs (flight and hotel – to a maximum of 500€) will be covered by the EAACI.
7. Further communication with the NAS Committee will be at the annual EAACI meetings and on average every 3 months via skype or telephone conference.
8. The Chairperson of the NAS Committee will apply for a budget for further activities in autumn 2015.