



SPONSORSHIP TO 3RD PARTY EVENTS

FREQUENTLY ASKED QUESTIONS

Singapore Association of Pharmaceutical Industries (SAPI)

Sponsoring HCPs to Attend Third Party Education Events – Q&A's

	Questions	Answers (proposed)
1	Will SAPI be issuing a list of qualified medical/professional bodies, associations or committees recognised by SAPI?	No. As per the current version of SAPI code, we are not an accreditation body. As a body, SAPI promotes ethical practices and seeks collaborative dialogues amongst member companies.
2	Will SAPI set standard hospitality guidelines for its members to follow?	SAPI members are advised to follow the relevant guidelines as stipulated within Articles 7.1 and 7.2
3	Can I provide Sponsorship to a private practice clinic owned by an individual doctor (or a few doctors) to support his/her attendance at a third party conference?	No. Under this code, the HCPs should be independently selected by a decision-making committee/professional body/medical association whereby the selection criteria and processes are legitimate.
4	Can companies use Other Service Providers (e.g. event management company) as a platform to select and issue sponsorships to doctors?	No. The definition of an organiser is hospitals/medical associations/institutions and independent professional associations (collectively "Organisers") – refer to 7.2.4 Additionally, member companies may use an independent, rules-based HCP selection platform with proper governance and oversight.
5	How should a member company handle the complimentary registration passes given by the conference organiser, as part of the event sponsorship package?	The member company should not nominate or select individual HCPs to be granted these complimentary registration passes. Instead, the HCPs should be independently selected by a decision-making committee/professional body/medical association whereby the selection criteria and processes are legitimate.
6	During the third party conference, can Companies invite Singapore doctors out and pay for their meals?	Yes, as long as there is a legitimate business purpose and the host country hospitality guidelines are complied with (e.g. Article 7.1.5 would apply in Singapore).
7	If a member company is responsible for other countries in addition to Singapore, does the SAPI code apply to these other countries?	No, please follow the respective country's guidelines and/or regulations.

8	Can a member company support HCPs' attendance to a company standalone event that is organised either before, during, or after the third party educational event?	Yes, provided we follow the guidelines in Article 7.2.5 (Company Standalone Events). All arrangements in such cases (Flight, Accommodation, etc.) should be following the company standalone meeting and not to facilitate attendance in the 3 rd party event. The member company cannot directly support the HCPs' attendance to the third party educational event.
9	Can a member company be made aware of the HCP who has been selected?	Yes, only after the HCP has been independently selected by a decision-making committee/professional body/medical association.
10	Can a member company appoint/pay a travel agency to support the logistics arrangement of a HCP who has been independently selected?	No. Payment of any sponsorship/funding must be made only to the organisers (hospitals, medical associations/institutions, and independent professional associations).
11	Can a member company support HCPs' attendance to 3 rd party educational event in Singapore, which is not having travel, accommodation, etc.?	No, all 3 rd party educational event (Abroad or Local) will have the same governance. HCPs should be independently selected by a decision-making committee/professional body/medical association whereby the selection criteria and processes are legitimate.
12	Can a member company support virtual attendance of HCPs to a 3 rd party educational event?	Yes. E-congresses are out of scope of this new guidance. SAPI remains committed to activities that provide scientific and educational content to HCPs and advance their medical knowledge and practice.