



Canadian Association of Nurses in Oncology
Association canadienne des infirmières en oncologie

CANADIAN ASSOCIATION OF NURSES IN ONCOLOGY ASSOCIATION CANADIENNE DES INFIRMIÈRES EN ONCOLOGIE

Title: Industry Relations Committee
Terms of Reference

Developed: January 2009

Approved: January 2009

ACCOUNTABILITY AND REPORTING RELATIONSHIP

The committee reports to the CANO/ACIO Board of Directors, thru the VP, Chair of Committee, and is ultimately accountable to the general membership.

PURPOSE

The purpose of the Industry Relationship Committee is to build CANO/ACIO's revenues from partnerships with industry, in a manner that is consistent with maintaining the integrity and objectivity of the association.

DUTIES AND RESPONSIBILITIES

- Actively seek industry partners to support CANO/ACIO activities
- Facilitating collaboration between CANO/ACIO and industry
- Annual Review of the corporate membership package
- Annual Review of the conference sponsorship package
- Annual Review of the industry sponsored awards
- Annual Review of CANO/ACIO's endorsement process
- Collect information regarding the larger issues facing industry that may affect their relationships with CANO/ACIO (e.g., economic picture, new regulations, etc.)
- Conduct, or assign delegates, to complete exhibitor walk-through at each conference
- Review the annual exhibitor evaluations and make recommendations to the CPSC for improving exhibitor's experience at the CANO/ACIO conference
- The committee shall address any feedback or recommendations from industry
- Build strong working relationships with industry representatives
- Welcome new sponsor, actively recruit new sponsors
- Oversee or delegate the development of formal letters of agreement or industry documents related to the sponsorship program
- The creation educational tools, endorsements and resources, in partnership with industry



Canadian Association of Nurses in Oncology
Association canadienne des infirmières en oncologie

MEMBERSHIP:

- The committee shall consist of the CANO/ACIO Treasurer, CANO/ACIO Vice-President, the Chair of the Recognition of Excellence Committee, member-at-large and MMI management representative.
- The committee chairperson shall be the CANO/ACIO Vice-President.

FREQUENCY OF MEETINGS

- Quarterly (or at the call of the committee chair)

DECISION MAKING

- The committee will establish a democratic decision making process.

TERMS OF OFFICE

- The committee member-at-large shall be appointed for a two year term, eligible for renewal for two consecutive terms.
- More experienced members shall act as mentors to new committee members.