



Date: 04/08/2026

To:

The Executive Committee
World Federation for Hospital Sterilisation Sciences
c/o Graf und Partner AG, Hirschmattstrasse 36, Postfach, CH-6002 Luzern, Switzerland

Subject: Letter of commitment — application by the Irish Decontamination Institute to host the 29th WFHSS World Sterilization Congress, Dublin, Ireland, 2028

Dear President and members of the Executive Committee,

1. Application and eligibility

On behalf of the Irish Decontamination Institute (IDI), and with the unanimous approval of its Committee, we formally apply to be appointed Host Member for the 29th WFHSS World Sterilization Congress, to be held in Dublin, Ireland in 2028.

In accordance with section 2 of the Guidelines for the Organization of the WFHSS Annual Congress (GUIDELINES AC 20250721), we confirm that the IDI is a Full Member of the WFHSS and represents a society of more than 150 members. Our current membership stands at 650 members. Documentary confirmation of membership can be provided to the Executive Committee on request.

2. Motivation for application

The Institute was established in 1989 as the Irish Association of Sterile Services Managers and adopted its present name in January 2011. Education has been at the centre of its work throughout. The IDI helped establish the dedicated decontamination and sterilization programme at the former Institute of Technology Tallaght in 2000, now the Tallaght campus of Technological University Dublin, a partnership that has run continuously for twenty-five years and has trained a substantial proportion of Ireland's sterile services workforce.

In 2002 the IDI was given the honour of hosting the EFHSS Conference in Dublin, which was attended by over 300 delegates from around the world. Since then, the Institute has run an annual conference and a programme of study days and management study days, and built an industry membership that engages closely with our scientific programme.

Ireland now has a distinctive story to tell. Decontamination services here operate across a mixed public and private landscape, with reprocessing delivered through hospital CSSDs, new surgical hubs and outsourced sterile services under a single national regulatory framework. That variety has forced practical answers to questions that the whole federation is working on, traceability, capacity planning, the true cost of reprocessing, sustainability and single-use device reprocessing under EU MDR Article 17. We would like to put that experience, and Ireland's welcome, at the service of the WFHSS community.

3. Governance: Scientific and Organization Committees

The IDI proposes the following members for the host side of each committee, subject to WFHSS approval and submit Bios for each of them along with this letter.

- A list of committee members are provided in the bid document

4. Proposed venue

We propose the Royal Dublin Society (RDS) in Ballsbridge, Dublin 4 — Ireland's largest exhibition and conference venue, offering over 22,000 square metres across ten interconnecting multipurpose halls plus fifteen breakout and meeting rooms on a single 43-acre campus. The RDS has successfully hosted numerous large-scale international medical and scientific meetings, providing both logistical capacity and a world-class delegate experience.

The table below responds to each requirement of section 4.1.2 in turn.

Guidelines requirement (Section 4.1.2)	Provision at the proposed venue
Auditorium for at least 1,300 people, with 2 screens	RDS Main Hall — capacity up to 4,000. Twin-screen configuration
Conference room and exhibition space on the same level (highly preferable)	Confirmed
Exhibition surface of at least 6,000 sqm, 4 m minimum height	RDS offers over 22,000 sqm across 10 interconnecting halls with minimum height requirements available
Rooms for industry-sponsored symposia and/or workshops for at least 200 people	15-18 breakout rooms
Meeting room for the Annual General Assembly, 50–70 people	Confirmed
Equipped booths (i.e. electricity)	Confirmed
Rooms and equipment for simultaneous translation	Confirmed
WIFI	Confirmed
Two days' earlier access for exhibition build-up (Section 4.7.1)	Confirmed

On the city requirements of Section 4.1.1: Dublin is a safe, compact European capital. Dublin Airport serves over 180 destinations with direct services across Europe, North America and the Middle East, and is approximately 30 to 40 minutes from the venue by road, with a dedicated coach service. The venue is served by DART rail at Sandymount and Lansdowne Road, multiple bus routes, and has extensive on-site parking for delegates travelling by car.

We recognise that accommodation cost is a legitimate concern in Dublin. Working with Fáilte Ireland and the Dublin Convention Bureau, the IDI will secure a negotiated room block across price tiers,

with student and technician-grade options, all within walking distance or a single public transport connection of the venue. Confirmed rate agreements will be provided to the Organization Committee.

5. Proposed dates and sequence of events

In accordance with section 4.7, we propose the following date window, running from Wednesday evening (opening ceremony) to Saturday noon (closing ceremony), with exhibition build-up access from the preceding Monday:

- Wednesday to Saturday 7th October 2028

6. Supporting infrastructure and letters of support

The bid is supported by the Health Service Executive (HSE), the Private Hospitals Association, and Technological University Dublin as our affiliated university partner, together with Fáilte Ireland and the Dublin Convention Bureau, both of which have extensive experience supporting large international medical congresses.

Letters of support from — **HSE & Fáilte Ireland** are enclosed with this application in the Bid Document.

7. Vision for WFHSS 2028

Our vision is a congress that is scientifically rigorous, genuinely inclusive and useful to the people who do the work. Building on Ireland's reputation for innovation and hospitality, we would design a scientific programme that:

- advances the evidence base in decontamination and sterilization practice, including traceability, validation, endoscope reprocessing and the reprocessing of single-use devices under EU MDR Article 17.
- promotes interdisciplinary collaboration between decontamination personnel at every grade, clinicians and microbiologists, researchers, engineers, industry and patient organisations.
- gives real weight to global equity, access to safe reprocessing and to innovation in lower-resource settings, with a supported attendance strand for delegates from those settings.
- addresses the economics and sustainability of reprocessing, an area where Irish services have had to be inventive.
- provides a memorable social and cultural experience in a uniquely Irish setting.

8. Conclusion

The IDI is committed to meeting every organisational, scientific and financial requirement of the Guidelines and to delivering a congress the federation will be proud of. We would be glad to answer any question the Executive Committee may have, to attend the Executive Committee for validation

of the candidacy, and to provide a presentation in whatever form the WFHSS requires for publication and for the electronic vote of the Full Members.

We would be honoured to welcome the international decontamination and sterilization community to Dublin in 2028.

Yours sincerely,



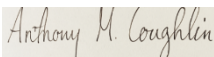
Ms. Tracey Scott

Chairperson, Irish Decontamination Institute



Ms. Suzanne Hannon

Vice Chairperson, Irish Decontamination Institute



Mr. Tony Mc Loughlin

Treasurer, Irish Decontamination Institute



Letter of Agreement

Date: 30th July 2026

To: WFHSS

Subject: Agreement to Work with Hopscotch (PCO) & Congress Payment Commitment

Dear WFHSS Team,

This letter serves as formal confirmation that we agree to appoint Hopscotch as your Professional Conference Organiser (PCO) for the upcoming WFHSS Congress.

We confirm our full agreement to collaborate directly with Hopscotch on all arrangements, logistics, and coordination related to the Congress. We also confirm our commitment to settle the applicable registration, attendance, and related fees for the Congress in accordance with the agreed terms and schedule provided by Hopscotch/WFHSS.

We will coordinate directly with Hopscotch to finalise necessary details, receive invoices, and process payments promptly as agreed.

Please accept this letter as formal confirmation of our agreement and commitment.

Yours sincerely,

Tracey Scott
Chairperson Irish Decontamination Institute

Von: [Minister Burke's Office](#)
An: ajmcloughlin1@hotmail.com
Cc: minister@enterprise.gov.ie
Betreff: DETE-MBURK-02368-2026
Datum: Montag, 10. August 2026 17:00:21

Ref Number: DETE-MBURK-02368-2026

10th August 2026

Mr. Tony Mc Loughlin

ajmcloughlin1@hotmail.com

Dear Mr. Mc Loughlin ,

As Minister for Enterprise, Tourism & Employment, I am pleased to extend my support to the Irish Decontamination Institute (IDI), and the organising committee, in its bid to host the 29th WFHSS World Sterilization Congress in Dublin, Ireland in 2028.

I am advised that this bid aligns with national priorities in quality, safety, and professional development in decontamination practice and the WFHSS Congress would be a valuable opportunity for Ireland's healthcare system.

The state agency with the responsibility for tourism, Fáilte Ireland, has already supported this bid process and together with Dublin Convention Bureau, their extensive experience supporting large international medical congresses can ensure the success of the WFHSS Congress in Dublin.

I wish the IDI bid committee every success in this bid process and look forward to welcoming the delegates to Ireland in two years' time.

Yours sincerely,

Peter Burke T.D.

Minister for Enterprise, Tourism and Employment, Peter Burke T.D.



THE WORLD STERILISATION CONGRESS (WFHSS)

2028

DUBLIN IRELAND



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INTRODUCTION

The Irish Decontamination Institute (IDI) is delighted to submit our bid to host the WFHSS World Congress 2028 in Dublin, Ireland. As the leading Decontamination/Sterilization organisation in the island of Ireland, our mission is to advance the study, research, and clinical practice of decontamination, ensuring the highest standards of care for patients. Hosting this prestigious Congress in Dublin would provide a unique opportunity to showcase cutting-edge research, foster international collaborations, and create an unforgettable meeting experience in one of Europe’s most dynamic cities.

The IDI represents a thriving medical device decontamination community, with members spanning the entire island of Ireland, including Northern Ireland and the Republic of Ireland. We hold quarterly study days and an annual Conference that bring together microbiologists, CDU/ERU managers, and allied health professionals to discuss the latest developments in decontamination. Ireland has made significant contributions to clinical and translational research, and we want to showcase what we have to offer and encourage future collaboration with the international decontamination community.

Attending the WFHSS Congress 2028 in Dublin offers more than an outstanding scientific programme. Delegates will experience Ireland’s renowned hospitality, rich literary heritage, and vibrant culture. Dublin’s compact, walkable city centre and the centrally located RDS provide the perfect setting for both professional engagement and memorable social experiences.

Hosting the WFHSS Congress 2028 in Dublin will create a lasting legacy, strengthen decontamination education and trainee development, and foster long-term collaborations between Ireland and the international decontamination community. This meeting will provide invaluable exposure for practitioners offering access to leading experts and cutting-edge developments that will shape the future of decontamination practices globally.

We look forward to welcoming the WFHSS community to Dublin in 2028, creating an event that will inspire the next generation of decontamination personnel, strengthen international collaborations, and leave a lasting legacy in the field of decontamination.

Thank you

Tracey Scott

Tracey Scott
IDI Chairperson

Suzanne Hannon

Ms Suzanne Hannon
IDI Vice Chairperson

Anthony M. Loughlin

Mr. Tony Mc Loughlin
IDI Treasurer

Fáilte romhaibh go léir. Welcome, one and all.



Scientific Committee



Tracey Scott
Chairperson, Irish Decontamination Institute

Tracey brings over 20 years of extensive experience across decontamination and sterile services, combining hands-on technical expertise with proven leadership and management capability. She launched her career as a CSSD Technician in May 2001, advancing to Senior Technician before completing formal professional studies in decontamination, which paved her path into management. She has served as CSSD Manager at both Mount Carmel Hospital and Saint Vincent’s Private Hospital. From 2016 to 2019, Tracey held the post of Decontamination Business Development Manager with Zehnacker Healthcare Ireland, expanding her scope into strategic and commercial leadership. Since 2019, she has served as CSSD Manager at Dublin Dental University Hospital. In this role, she oversees the hospital’s Central Sterile Services Department and local decontamination units for the Irish Prison Service. Tracey’s broad experience spans frontline delivery, operational leadership, business development, and cross-institutional service management — consistently driving quality, compliance, and efficiency. She is a key opinion leader in the field of decontamination.

EDUCATION AND QUALIFICATIONS

- BSc in Sterile Services Management — 2008
- CDU Advanced Managers Course, City & Guilds — 2010
- Minor Award in Endoscopy Decontamination — 2016
- Decontamination Lead, City & Guilds — 2023

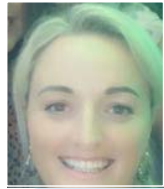
CURRENT APPOINTMENTS

- Chairperson, Irish Decontamination Institute
- Member, National Medical Device Committee
- Acting National Decontamination Lead, shared with two colleagues



Tony McLoughlin
Tony is the Treasurer of the Irish Decontamination Society

Tony is a highly experienced healthcare and decontamination professional with over 25 years of expertise in surgical services, medical device decontamination, and healthcare operations. He has a proven track record in leading Operating Theatres, Endoscopy, Day Services, and Sterile Services, while ensuring compliance with complex regulatory and quality requirements. Tony has successfully delivered the planning, development, and commissioning of state-of-the-art theatres, DOSA units, day wards, and Central Decontamination Units. He is a recognised specialist in decontamination consultancy, quality management systems, and ISO 13485 implementation, combining strong leadership with technical excellence to deliver safe, efficient, and compliant healthcare services.



Suzanne Hannon - Professional Bio
Vice Chairperson, Irish Decontamination Institute

Suzanne Hannon is a highly experienced specialist in decontamination, sterile services, and hygiene leadership, with over 25 years of dedicated healthcare service. She began her career in 2000 at the Dublin Dental Hospital, working in decontamination. Through expertise and commitment, she advanced steadily, taking on the role of Decontamination Manager in 2011, serving there until 2016. In 2016, Suzanne joined Bon Secours Hospital, Glasnevin, as CSSD Manager. Recognized for her excellence, she was promoted to CSD & Hygiene Lead in 2025, a position she holds today.

Education & Qualifications

- 2006: Supervisory Management Course
- BSc in Science (Sterile Services Management)
- 2025: Decontamination Lead Qualification

Suzanne combines deep operational experience with formal management and technical training, driving high standards of safety, compliance, and efficiency across sterile services and hospital hygiene.



Sandra Dowling
Sterilisation Team Lead with 16 years of experience delivering excellence in decontamination, patient safety, and quality assurance within healthcare. Holding a Level 7 qualification from TU Dublin, I bring extensive expertise in sterilisation processes, regulatory compliance, service improvement, and team development. As a committee member of the Irish Decontamination Institute (IDI) for the past three years, I actively contribute to advancing best practice and professional standards in decontamination. Committed to operational excellence and continuous improvement, I support high-performing teams while ensuring the highest standards of safety, compliance, and patient care.



Organising Committee



Darren Fitzpatrick
Deputy Decontamination Manager
National Maternity Hospital Dublin

Darren Fitzpatrick is an experienced healthcare sterilization professional specializing in decontamination sciences and infection control. He currently serves as the Deputy Decontamination Manager at National Maternity Hospital. In this role, Darren assists in overseeing the daily operations of the Central Sterile Services Department (CSSD) Unit. He ensures that all medical devices are reprocessed to the highest regulatory standards, maximizing patient safety. With over 20 years of experience in clinical decontamination, Darren has a proven track record of managing technical teams, auditing quality management systems (such as ISO 13485), and implementing strict infection prevention protocols. Before stepping into the deputy manager role, Darren has served as a Supervisor Decontamination Technician where they successfully streamlined workflow efficiencies and reduced instrument processing turnaround times.



Inga Sirvinskaite
CDU Manager
Our Lady's Hospital | Navan

Has worked in the healthcare decontamination and sterilisation field since 2004, gaining over 20 years of experience in the reprocessing of reusable medical devices, quality management, and service leadership. Inga currently manages an NSAI EN ISO 13485 certified Central Decontamination Unit (CDU), delivering decontamination and sterilisation services for Our Lady's Hospital, Navan, and Our Lady of Lourdes Hospital, Drogheda, Ireland. My responsibilities include ensuring compliance with national and international quality standards, leading multidisciplinary teams, managing operational performance, supporting regulatory and accreditation audits, implementing continuous quality improvement initiatives, and promoting patient safety through best practice in sterile services. I hold a Degree in Decontamination Management and have completed ISO 13485 Quality Management System certification, strengthening my expertise in quality assurance and regulatory compliance.



Hannah Mc Mahon
Decontamination Business Manager
Zehnacker Ltd

Hannah McMahon is Decontamination Business Manager at Zehnacker Ltd, where she leads the commercial and operational strategy for a CSSD and logistics operation serving more than 15 hospital and clinical sites across Ireland, from large acute hospitals to smaller specialist facilities. She brings over twenty years of experience across every level of sterile services combining both technical and business acumen. Hannah began as a decontamination technician at Cappagh National Orthopaedic Hospital in 2004, progressing to Central Decontamination Unit Manager, before joining Zehnacker in 2014 as Head of Decontamination Services. In that role she led the project development, planning and successful opening of a new state-of-the-art 720m² Central Decontamination Unit, and built the EN ISO 13485 quality management system underpinning it. Hannah holds a BSc in Sterile Services Management from the Institute of Technology, Tallaght, and is a certified ISO 13485 Lead Auditor. She is a regular contributor to the Irish decontamination community and acts as a Sponsor and mentor for staff through Lean Management development programmes.



Ursula Morby
Ursula Morby is the Assistant Director of Nursing and the Decontamination Lead at HSE Mid-West Hospital in Limerick supporting decontamination services across five hospitals. Ursula started her career at Barnet & Edgware hospital as a staff nurse and has worked across various departments in hospitals in both the UK and Ireland. Ursula has focused her career in becoming an expert in decontamination and has qualified as Lead Auditor for ISO13485. She has a BSc in Nurse Manager, an MSc in Advanced Leadership with the Royal College of Surgeons Ireland and a Decontamination Lead course qualification with City & Guilds from Eastwood Park. She is deeply passionate about decontamination practices and is committed to delivering safe, high-quality and evidence-based care to every patient.

3. LETTERS OF SUPPORT



Príomhoifigeach Cliniciúil
Oifig an Phríomhoifigigh Cliniciúil
Ospidéal Dr Steevens, Lána Steevens
Baile Átha Cliath 8, D08 W2A8

Chief Clinical Officer
Office of the Chief Clinical Officer
Dr Steevens Hospital, Steevens Lane
Dublin 8, D08 W2A8

www.hse.ie
@hselive
t 016352000
e cco@hse.ie

BY EMAIL ONLY

To:
World Federation for Hospital Sterile Sciences
(WFHSS)

5th August 2026

Re: Letter of Support – IDI Bid to Host WFHSS Congress 2028

Dear Colleagues,

The HSE supports the Irish Decontamination Institute (IDI) in its application to host the World Federation for Hospital Sterile Sciences (WFHSS) Congress in Dublin in 2028. This bid aligns with national priorities in quality, safety, and professional development in decontamination practice.

The HSE recognises the value of this congress to Ireland's healthcare system and supports the IDI's progression of the bid.

Yours sincerely

Dr Colm Henry
Chief Clinical Officer



Tracey Scott
Chair
Irish Decontamination Institute
2 Mc Cauley Park,
Dublin

Re: World Sterilisation Congress 2028

31st July 2026

Dear Tracey,

It is with very considerable interest that I learned of the proposal to host the World Federation for Hospital Sterilization Sciences (WFHSS) World Sterilisation Congress in 2028. I am heartened and encouraged that Dublin is being considered for this event.

Dublin has hosted many important international conferences with great success in the past, with many more already in the pipeline for future years. On a very positive note, Dublin has a strong record when bidding for international conferences, so I am confident that this important and prestigious event can be held here with results that can satisfy all expectations.

Please be assured that you and your colleagues also have our full support through the Dublin Convention Bureau and Business & Events unit of Fáilte Ireland.

I look forward with interest to the outcome of the bidding process.

Yours sincerely

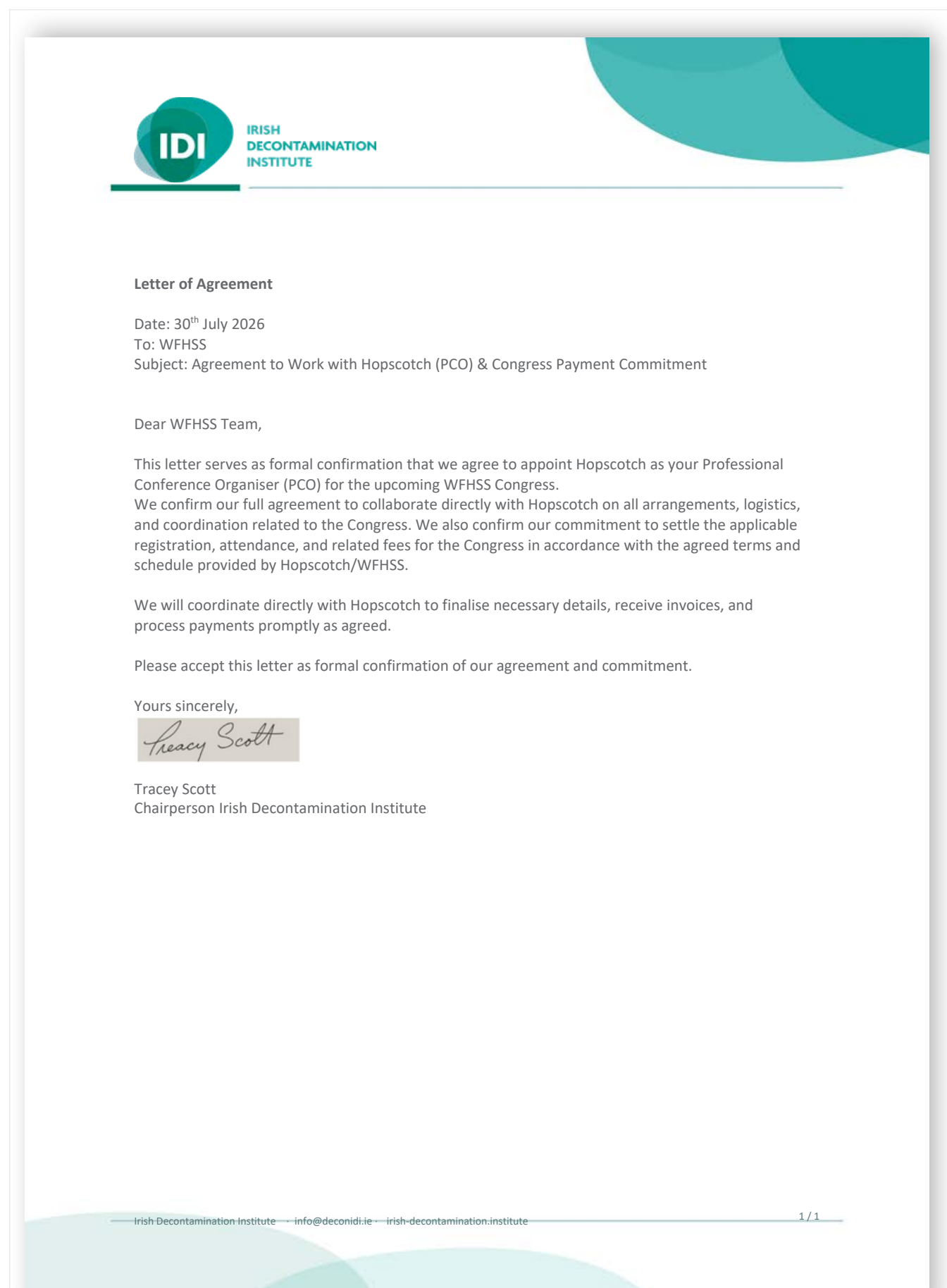
Niall Tracey
Director

An tÚdarás Náisiúnta Forbartha Turasóireachta
Áras Fáilte, 88-95 Sráid Amiens,
Baile Átha Cliath, D01 WR86 Éire

National Tourism Development Authority
Áras Fáilte, 88-95 Amiens Street,
Dublin, D01 WR86 Ireland

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E: customersupport@failteireland.ie
W: www.failteireland.ie

3. LETTERS OF AGREEMENT





WHY IRELAND?

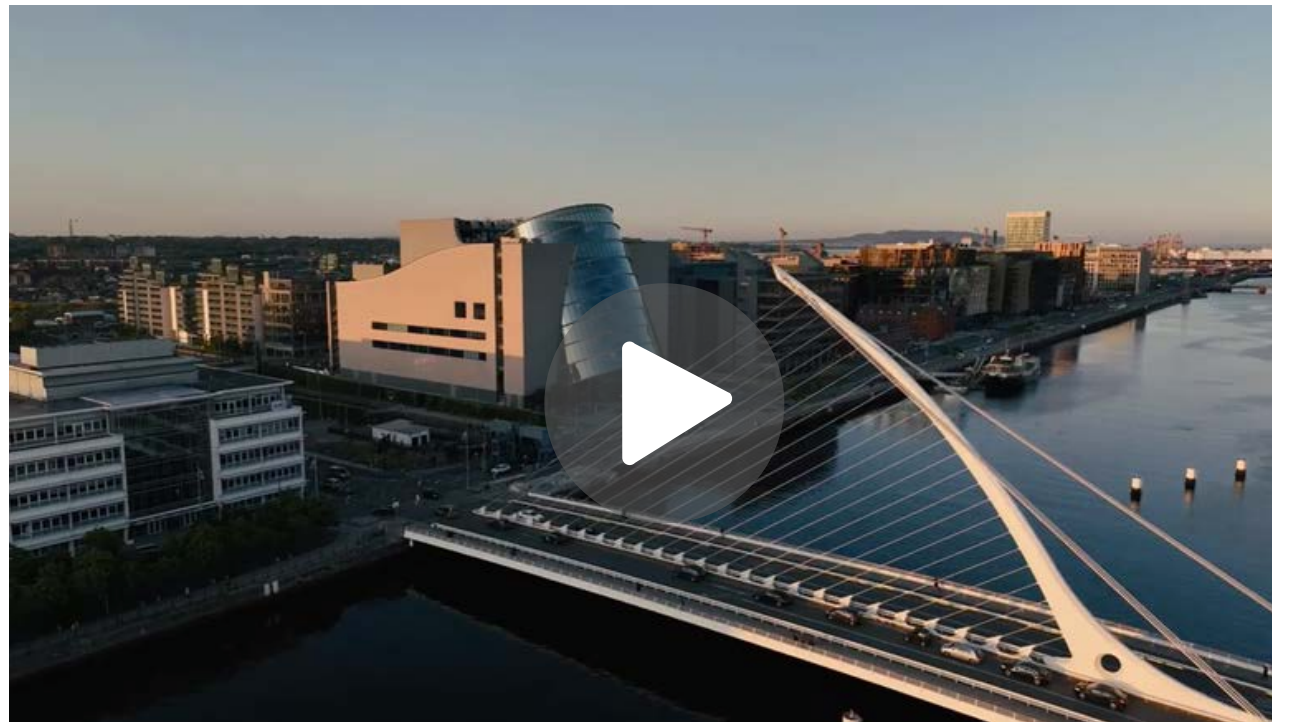
Ireland is home to a famously warm welcome, world-class facilities and extensive supports making it the ideal venue for WFHSS congress 2028. According to Forbes, Ireland is one of the best small countries in the world in which to do business.

Located on the very edge of Europe, Ireland is the only English-speaking country in the Eurozone. It's easy to get to and easy to get around, presenting a unique opportunity to nurture relationships, build partnerships and experience the culture. Ireland strikes a balance, offering a place to make meaningful professional connections alongside charming hospitality and friendliness.

Home to seven universities, 45 Centres of Excellence, numerous research centres and 16 university hospitals, Ireland has immediate access to a high calibre of speakers, opinion leaders, sponsorship opportunities and, of course, conference delegates.

Ireland is home to award-winning researchers and corporations. It will come as no surprise that our international, multicultural and multilingual set of skills is a big draw for the 1,200+ multinationals with a base here, including Pharmaceutical, MedTech and ICT. Many of these are headquartered in Dublin's answer to 'Silicon Valley', the locally-named 'Silicon Docks.'

It is a centre for learning and to learn. An historic country with a vibrant contemporary spirit. Consider the WFHSS delegate's experience in the home of saints and scholars.



VIDEO: DUBLIN - Where stories begin, and tomorrow is being built

WHY DUBLIN?

Dublin combines world-class conference infrastructure with a rich cultural heritage and a thriving innovation ecosystem, making it an exceptional destination for an international MedTech conference. As a recognised hub for healthcare, life sciences, and technology, the city provides an ideal environment for collaboration, knowledge sharing, and professional networking.

Compact and highly accessible, Dublin offers modern conference facilities, excellent accommodation, and strong international connectivity, ensuring a seamless experience for delegates. Its welcoming atmosphere, safety, and renowned Irish hospitality further enhance the delegate experience.

Beyond the scientific programme, Dublin offers a wealth of opportunities for memorable social and networking events. Delegates can explore over a thousand years of history through iconic landmarks such as Trinity College, Dublin Castle, and the city's Georgian streetscapes, while experiencing a vibrant cultural scene celebrated for its literature, music, and arts.

The city's unique setting also provides access to the spectacular coastline of Dublin Bay, charming seaside villages, and the scenic Dublin Mountains, creating opportunities for engaging social programmes, networking activities, and authentic Irish experiences.

By combining innovation, accessibility, historical significance, and outstanding social opportunities, Dublin offers the perfect setting for delegates to connect, collaborate, and create lasting professional and personal connections.



SECTORAL STRENGTHS

Did you know?

- Ireland is recognised as one of the world's leading MedTech hubs, with a well-established ecosystem spanning medical device manufacturing, sterilisation, decontamination, quality assurance, regulatory affairs, and healthcare innovation.
- The country is home to approximately 500 MedTech companies, including many of the world's leading medical device manufacturers and suppliers.
- Ireland hosts 9 of the world's top 10 MedTech companies, creating significant opportunities for industry participation, sponsorship, networking, and knowledge exchange.
- The Irish MedTech sector employs more than 48,000 professionals, making Ireland the largest employer of MedTech professionals per capita in Europe.
- Ireland is the second-largest exporter of MedTech products in Europe, with annual exports exceeding €16 billion, demonstrating its importance within the global healthcare supply chain.
- The country has a strong concentration of expertise in medical device manufacturing, reprocessing, sterilisation technologies, packaging, validation, quality management, and regulatory compliance.
- Ireland's collaborative ecosystem brings together healthcare providers, industry leaders, research institutions, universities, Enterprise Ireland, and IDA Ireland, fostering innovation and industry engagement.
- Galway, one of Europe's most significant MedTech clusters, is home to over 100 MedTech companies and global leaders including Medtronic and Boston Scientific, providing a strong local audience and industry base for congress participation.



Ireland is a unique destination for the Med-Tech industry to share ideas and connect. **CLICK** on the picture above to see more on our Video link.

Some affiliated companies of the Irish Decontamination Institute (IDI)



Further information from the IDA Ireland can be found on the video link here :

MedTech Sector: Shaping the Future | IDA Ireland

Below are a list of Med Tech companies in Ireland as listed on the IDA website. This is for an overview of the sector and doesn't indicate commitment to sponsorship



DUBLIN - Experience Hosting International Events



Dublin has a strong track record of hosting large-scale international congresses, particularly within the medical and scientific sectors.

The city successfully hosted the :

- 19th European Congress of Neurosurgery (EANS2019) at the CCD, welcoming approximately 1,800 delegates, demonstrating its capability to deliver this congress to a high standard.

Additional major international events hosted in Dublin include:

- WONCA World Conference 2024
- 7th Congress of the Confederation of European ORL-HNS 2024
- European Society of Pathology (ESP) Congress 2023
- 35th International Epilepsy Congress (IEC) 2023
- European Congress of Immunology 2024
- European Glaucoma Society Congress 2024

Looking ahead, Dublin will host the 122nd Rotary International Convention in June 2031, one of the world's largest association events, expected to welcome up to 20,000 delegates.

These events highlight Dublin's capacity, infrastructure, and expertise in delivering high-profile international conferences, supported by world-class venues, accommodation, and transport connectivity.



CHOOSE DUBLIN



Easy to Get to

Dublin is very easy to get to. The city is less than an hour from London, less than two hours from Paris or Brussels and just six hours from the east coast of the US by air. Dublin International Airport is only 12 km from the city centre and the city itself is small and compact.

- **55 Airlines**
- **170 Destinations**
- **Regular flights from European hubs**



UNESCO City of Literature

With writers such as James Joyce, Samuel Beckett, George Bernard Shaw, WB Yeats, John Synge, Oscar Wilde, Jonathan Swift and Bram Stoker all hailing from Ireland's capital, Dublin was awarded the UNESCO City of literature in 2010 for its ongoing contribution to the literary world. Delegates can enjoy discovering the historic writers.



A Great Safety Record

Ireland is ranked 5th in the Global Peace Index (2026) and

Dublin has an excellent track record in public safety and security. With a strong, stable economy the city is regularly voted one of the friendliest in Europe and offers a relaxed and welcome atmosphere. Business travellers can feel safe enjoying the city.



City of Welcomes

Dublin has been consistently voted in the Top 10 rankings of the "friendliest Cities" by both Condé Nast Traveller and Lonely Planet Guides, so delegates will want to come and experience its Céad Míle Fáilte - the 100,000 welcomes we are so famous for!



People

The population of Dublin City and County is almost 1.4 million. English is the spoken language throughout Ireland. Irish (or Gaelic) is the original native language of Ireland. Place names and signage are usually in both languages.



Dublin Weather

Dublin's weather is generally mild, which is due to the influence of the North Atlantic Drift, or Gulf Stream. In October, temperatures typically range from 10°C to 15°C, with moderate rainfall. November to February tend to be the coldest months, with temperatures between 4° and 8°C. Major snowfalls are very unusual.



Economics

Ireland has a strong, stable economy and serves as a European hub for multinational companies, particularly in the pharmaceutical, MedTech, and life sciences sectors. Dublin is home to a significant cluster of global healthcare and biosciences organisations, supporting strong local engagement for medical congresses.



Entertainment, Shopping & Restaurants

Dublin offers a wide range of restaurants, bars, and cultural venues, from Michelin-star dining to traditional Irish experiences. The city features excellent shopping districts, including Grafton Street and Henry Street, alongside unique local boutiques and markets.



A Sustainable City

Dublin is proud of its sustainability achievements to date. The city is home to the world's first purpose-built, carbon-neutral Convention Centre and Dublin Airport has also achieved carbon neutrality. 100% of Dublin's congress and exhibition centres are third-party certified for sustainability and easily accessible by public transport to 95% of the city's hotel room stock. Dublin participates in the Global Destination Sustainability Index to have its efforts reviewed, measured and benchmarked with global destinations on international best practices. Dublin is committed to improving its performance year on year.



Easy to Get Around



Dublin has an excellent transport system, which includes an urban rail system (DART), a tram network (Luas) and an extensive citywide and national bus service. Taxis are plentiful and reasonably priced by international standards. The Dublin bike scheme makes it easy to explore on two wheels and is compact enough to enjoy on foot.



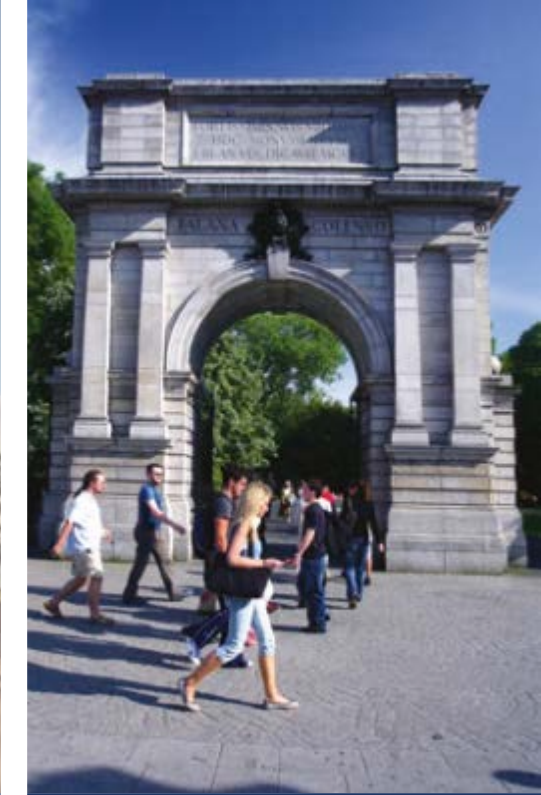
Currency

Ireland's currency is the euro €, which is divided into 100 cents.



VAT

Ireland's standard VAT rate is 23%. There is a special rate of 13.5% for the tourism and hospitality sector and Ireland offers a number of incentives to conference organisers and delegates.



ACCESS

Dublin Airport

Getting to Ireland is easy for delegates. Dublin Airport is one of Europe's busiest airports, with more than 55 airlines flying to over 170 destinations. Dublin Airport offers services to over 30 airports in the UK and the ever-expanding European network to more than 100 airports.

- Convenient location with direct flights to the UK, Europe, the US and the Middle East
- Dublin is the only EU capital with US Pre-Clearance
- Highly accessible with over 170 routes from Dublin Airport
- Dublin Airport just 12 km north of the city centre and 20 minutes journey
- Services to over 30 airports in the UK and over 100 in Europe
- 328 flights per week serving 11 destinations in the US and 4 in Canada
- Dublin Port Tunnel – cuts journey time from the airport to the city centre to 12-15 minutes
- Private/public bus services that operate from Dublin Airport to Dublin City Centre: Aircoach, Airlink, Dublin Bus
- Taxis are readily available outside the airport (a taxi journey into the city centre from the airport should cost approximately €40)
- Most international car rental companies also have representation in the airport terminal
- Dublin Airport is a carbon-neutral airport.

Dublin Ferry Port

Despite Ireland being an island, it is readily accessible by both air and sea. Dublin Port serves as a key gateway for ferry passengers and is ideally situated just minutes from Dublin city centre, providing convenient access to the capital and surrounding regions.

Visa Information

In general, delegates who are not citizens of Ireland and who are not a national of one of the countries listed [here](#), are required to have a valid Irish visa. Delegates are advised to apply for visas through the [Irish Immigration Service](#) at least three months ahead of travel to Ireland.

GETTING AROUND DUBLIN CITY



Tram

The Luas is Dublin's tram system, which connects the suburbs to the city centre. Tickets can be purchased at automatic kiosks at each stop, with single tickets or weekly and monthly options available to purchase. Leap Card can also be used and can be topped up as required. The [Luas website](#) has more information.



Train

In Dublin, the electric rail system called the DART (Dublin Area Rapid Transit) is a quick and easy way to get around the city centre and to access the coastal towns surrounding Dublin. Services generally run every 10 minutes, operating from 06:30 to 23:00. Leap Cards or tickets purchased using cash or card can be used on this service. Visit [DART services website](#) for more information on DART and Short Hop Zone Fares.



Bus

Dublin Bus is the biggest public transport provider in

the Greater Dublin Area, operating over 136 routes. Normal services run from 5.00 am until midnight. The Nitelink service operates from midnight until 4.00 am on Friday and Saturday nights. Leap Cards or cash can be used on this service. Visit [Dublin Bus Services](#) for more information.



Leap Card

A Leap Card is a reloadable smartcard that can be used to pay for single and return journeys on the Luas, DART and Commuter Rail services. The Leap Card can also be used on Dublin Bus services including Airlink, Xpresso and Nitelink services in Dublin. A fully refundable deposit of €5.00 (Child €3.00) is charged for cards that can be topped up. Visit the Leap Card [website](#) for more information.



Taxi

[FREENOW](#) is Ireland's leading e-hailing taxi app, with two requests every second from Irish users. The easily downloadable app makes paying for

a taxi by credit or debit card hassle-free. A handy feature for business tourists is the email receipt that is issued automatically at the end of every journey.



Bike

Dublin is one of the top ten bicycle-friendly cities in the world. 120km of cycle lanes and an excellent City Bike Scheme makes it easy for visitors to enjoy Dublin on two wheels. There are also many private bike hire providers and bike tour operators, not only in Dublin but all over Ireland should delegates wish to enjoy their time in Ireland by bike. The [DublinBikes website](#) has more details.



Walking

Sometimes, the best way to get around Dublin is on foot. Given its compact nature, the majority of Dublin's hotspots are within walking distance from each other, so it's easy to get out and explore some hidden gems on foot.



SOCIAL PROGRAMME EXAMPLES

The WFHSS community has many members around the world. Here is a sample social programme that could be used for the congress in 2028



Guinness Storehouse
 ✕ Dining: 1500
 🍷 Cocktail reception: 2,000

One of Ireland’s top visitor destinations, the Guinness Storehouse is an exciting and unusual venue. Home to the legendary black stuff for more than 250 years, the building stretches from Atrium to Gravity, the bar in the sky. With spectacular views of the city, contemporary function spaces, award-winning cuisine and excellent service professionals it offers a truly remarkable setting for the WFHSS congress 2028

RDS - The Royal Dublin Society
 ✕ Dining: 2,970
 🍷 Cocktail reception: 6,500
 Located in the heart of Dublin’s embassy district, the RDS is a landmark venue where nearly 300 years of history meets 43 acres of possibility. With a wide range of elegant and flexible event spaces, including the grand Concert Hall, the RDS can accommodate gala dinners of all scales. Its blend of heritage architecture and modern infrastructure, supported by expert hospitality and AV teams, ensures a seamless and memorable experience for delegates.



Aviva Stadium
 ✕ Dining: 1,200
 🍷 Cocktail reception: 3,500
 Few venues can match the prestige and atmosphere of Aviva Stadium. Home to Ireland’s national rugby and football teams, this world-renowned stadium offers a distinctive setting for gala dinners, receptions and special events. Guests can enjoy exclusive access to impressive event spaces overlooking the famous pitch, complemented by award-winning catering and professional event management. With its contemporary facilities, flexible room layouts and unrivalled sporting heritage, Aviva Stadium delivers a truly memorable Dublin experience.

Dublin Castle
 ✕ Dining: 4,000 delegates across nine exclusive venues

Dublin Castle offers a suite of remarkable historic spaces for Aquaculture Europe 28—from the grandeur of St Patrick’s Hall, host to presidential inaugurations and ideal for gala dinners of up to 202 guests, to the elegant George’s Hall, accommodating up to 240 for conferences, receptions, and celebrations. The Portrait Gallery provides a striking after-hours dining setting for up to 200, while the intimate Gothic Room in the Bermingham Tower suits smaller dinners or receptions of up to 60. Together, these atmospheric State Apartment venues blend centuries of heritage with exceptional hospitality in the heart of Dublin.



CHQ Buildings – EPIC, The Irish Emigration Museum
 ✕ Dining: 620
 🍷 Cocktail reception: 1,800

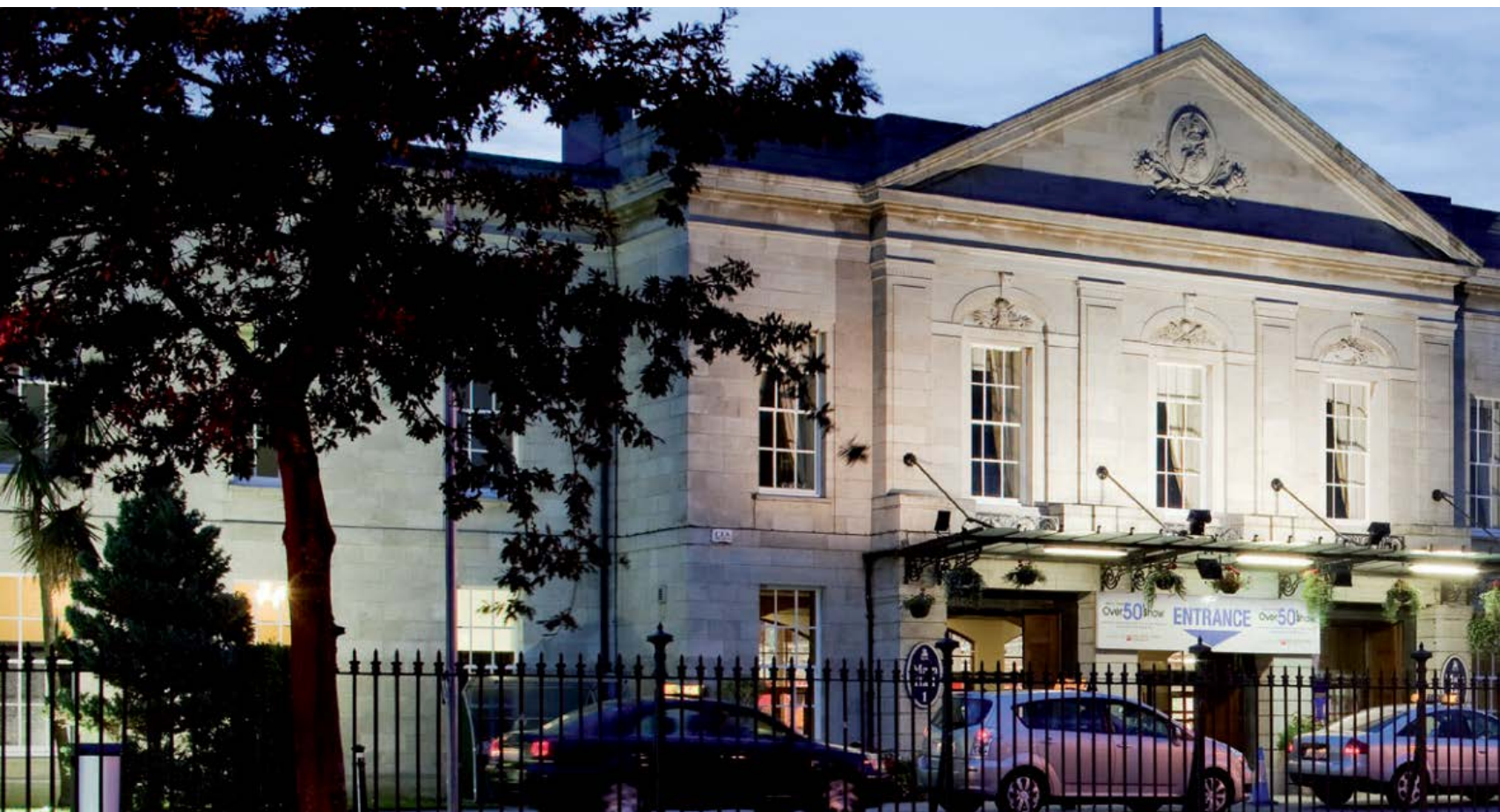
Ideally located on Custom House Quay in the heart of Dublin’s Docklands, CHQ overlooks the River Liffey, where merchants once unloaded their cargo and from where so many Irish emigrants left. This listed former warehouse is a dream venue for any event. The CHQ Buildings are undergoing expansion works set to be completed by early 2027. From the atmospheric vaults of EPIC, The Irish Emigration Museum to the bright and airy mezzanine, there is a range of spaces to suit

Croke Park
 ✕ Dining: 500
 🍷 Cocktail reception: 2,000

One of Ireland’s most iconic venues, Croke Park is the home of the Gaelic Athletic Association (GAA) and the beating heart of Irish sport and culture. Conveniently located just 15 minutes from Dublin Airport and 5 minutes from Dublin city centre, the venue offers over 110 flexible meeting and event spaces across a unique campus that also includes a 232-bedroom four-star hotel, the GAA Museum, Stadium Tour and Ericsson Skyline experience. Combining world-class facilities with a rich sporting heritage, Croke Park can accommodate everything from intimate meetings to spectacular receptions for up to 2,000 guests, making it an outstanding choice for gala dinners, networking events and memorable social functions.



12. PROPOSED CONFERENCE VENUE *



Proposed Dates:
2nd October - 7th October 2028

The Royal Dublin Society (RDS) www.rds.ie

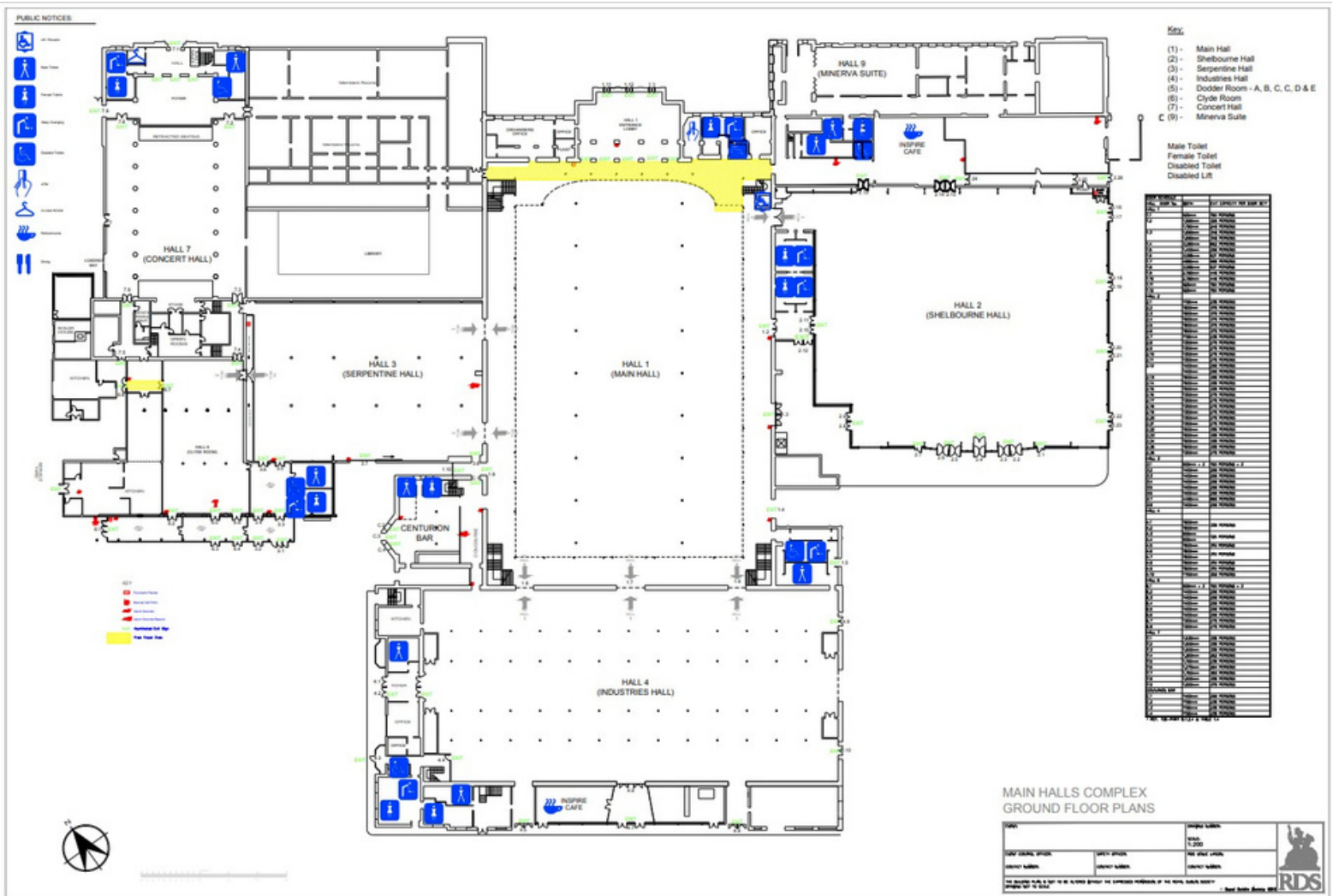
Owned and managed by non-profit philanthropic foundation, The RDS has aided companies across the world in achieving their social sustainability goals. The RDS foundation has impacted the lives of people across Ireland since its inception in 1731. Beautiful, green and spacious the RDS is an impactful sight, it's diverse range of flexible indoor and outdoor spaces can help to move any event from ordinary to extraordinary.

Founded in 1731, the RDS is proud to be Ireland's oldest philanthropic institution. The RDS Foundation is dedicated to nurturing and supporting the arts, enterprise, agriculture, science, and technology for generations to come. All of the revenue brought in by the RDS venue is put directly into the Foundation, which invests €7 million per year in the future of Ireland.

***Full proposal details can be seen upon request**

Venue at a Glance

- Central location in Ballsbridge, Dublin 4
- Situated in Dublin City on a 42-acre site
- Over 22,000 square metres of floor space
- 10 multi-purpose conference and exhibition halls and 15 breakout rooms
- Access to 1,500 hotel rooms in 3, 4 and 5 star hotels
- Well serviced by Dublin Bus, the DART (Dublin's local rail system) and taxis Dublin Airport is just 25 minutes by car via the Port Tunnel
- Air coach bus from Dublin Airport brings passengers directly to the RDS 2,000 car parking spaces
- Complimentary high visibility signage and branding on Merrion Road
- Complimentary event listing on the RDS website



Virtual Tours of Proposed Venue

Your Event Space

RDS Main Hall

SCAN ME



Scan the QR code
or Click Here for
All RDS Halls
Specs



Your Event Proposal



* Rate includes room hire only.
** Rate includes room hire, basic AV, utilities, furniture.

Listed below is the space and dates for your event as per your request. Please review all spaces and dates carefully for move-in, event and move-out dates and revert if changes are required.
All rates are excluding VAT.

SPACE	USAGE	START DATE	END DATE		
Hall 1	Plenary & Registration			Event	Hall 1 *
Hall 3	Break Out / industry sponsored symposia and/or workshops	02.10.28	07.10.28	Event	Hall 3*
Hall 6	Break Out / industry sponsored symposia and/or workshops	02.10.28	07.10.28	Event	Hall 6 *
RDS Concert Hall	industry sponsored symposia and/or workshops	02.10.28	07.10.28	Event	Concert Hall**
Minerva Suite	Break Out / industry sponsored symposia and/or workshops	02.10.28	07.10.28	Event	Minerva Suite **
Grand Hall	Break Out / industry sponsored symposia and/or workshops	02.10.28	07.10.28	Event	Grand Hall - Event *
Presidents' Room	Break Out / industry sponsored symposia and/or workshops	02.10.28	07.10.28		Presidents' Room **



Accommodation Partners

Where unbeatable location meets exceptional convenience, our Accommodation Partner hotels collaborate with the RDS to offer a seamless experience for event delegates.

- Exclusive partner hotels located just minutes from Dublin city centre.
- 1,500 rooms within close proximity to the RDS, ensuring easy access for guests.
- Additional 20,000+ hotel rooms available across Dublin city centre.
- A range of hotel options to suit different budgets and preferences, from luxury stays to business-friendly accommodations.

[Click here](#) to view more information about our Accommodation Partners

These preferred providers in addition to over **20,000** hotel rooms in Dublin City, within 30mins of the venue by vehicle.

Hotel	Star	Walking Time	No. Rooms	Contact
<u>Intercontinental Hotel</u>	5*	Onsite	215	
<u>Clayton Hotel</u>	4*	2min	324	
<u>Premier Suites</u>	3*	2min	49	
<u>Herbert Park Hotel</u>	4*	3min	228	
<u>Ariel House</u>	4*	11min	37	
<u>Pembroke Townhouse</u>	4*	12min	49	
<u>Sandymount Hotel</u>	4*	14min	187	
<u>Grand Canal Hotel</u>	4*	20min	142	
<u>Merrion Hotel</u>	5*	31min	142	
<u>UCD Accommodation</u>	3*	45min	864	



Your Event Catering

RDS Hospitality

RDS Hospitality is the onsite catering partner at the RDS Venue. Renowned for restaurant-quality cuisine, exceptional presentation, and outstanding service, they provide guests with the highest-quality food using seasonal, locally sourced Irish produce. All dietary requirements are carefully accommodated, and sustainability remains a core pillar of RDS Hospitality's ethos.

Paolo Romeri
Hospitality Services
Manager





Thank You

We hope to welcome you to Dublin
in 2028 for the WFHSS Conference!

Go raibh maith agat as do chuid ama.

Tá muid ag tnúth le fáilte a chur
romhat go Baile Átha Cliath i 2028!

Contact Details for Conference Chair

Name: Tracey Scott

T: +353 1 612 7339

Tracey.scott@dental.tcd.ie

Contact Details for Failte Ireland/ Dublin

Convention Bureau Name: Karen McCarthy

T: +353 (0)86 1792735

E: karen.mccarthy@failteireland.ie

W: www.dublinconventionbureau.com

Annex :

**CONFLICT OF INTEREST
DISCLOSURE DECLARATION
(FOR MEMBERS OF SCIENTIFIC AND ORGANIZATION COMMITTEES OF THE WFHSS ANNUAL
CONGRESS)**

The intent of the disclosure declaration is to allow members of scientific and organization committees of the WFHSS Annual Congress to disclose any real or apparent conflict of interest with respect to their activities in relation to the aims and objectives of the WFHSS Annual Congress.

SURNAME: Fitzpatrick

FIRST NAME: Darren

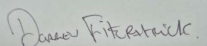
OCCUPATION (all): Deputy Decontamination Manager

EMPLOYER(s) (all):
National Maternity Hospital Dublin

I hereby declare that I do not have any commercial interests in connection with the work of the WFHSS

Date: 05/08/2026

Signature:



Annex :

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SURNAME: Mc Mahon

FIRST NAME: Hannah

OCCUPATION (all): Decontamination Buisness Manager

EMPLOYER(s) (all):
Zehnacker Healthcare
Cappagh National Orthopaedic Hospital

I hereby declare that I do not have any commercial interests in connection with the work of the WFHSS

Date: 31.07.2026

Signature:



Annex :

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SURNAME: DOWLING

FIRST NAME: SANDRA

OCCUPATION (all): CSSD TEAM LEAD

EMPLOYER(s)

(all):

BON SECOURS HOSPITAL DUBLIN

I hereby declare that I do not have any commercial interests in connection with the work of the WFHSS

Date: 5/08/26

Signature:

Sandra Dowling

Annex :

**CONFLICT OF INTEREST
DISCLOSURE DECLARATION
(FOR MEMBERS OF SCIENTIFIC AND ORGANIZATION COMMITTEES OF THE WFHSS ANNUAL
CONGRESS)**

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SURNAME: Hannon

FIRST NAME: Suzanne

OCCUPATION (all): CSSD manager

EMPLOYER(s) (all): Bon Secours Hospital Dublin

I hereby declare that I do not have any commercial interests in connection with the work of the WFHSS

Date: 5-8-20

Signature: Suzanne Hannon

Annex :

CONFLICT OF INTEREST
DISCLOSURE DECLARATION

(FOR MEMBERS OF SCIENTIFIC AND ORGANIZATION COMMITTEES OF THE WFHSS ANNUAL CONGRESS)

The intent of the disclosure declaration is to allow members of scientific and organization committees of the WFHSS Annual Congress to disclose any real or apparent conflict of interest with respect to their activities in relation to the aims of the WFHSS Annual Congress.

SURNAME: Scott

FIRST NAME: Tracey

OCCUPATION (all): CSSD Manager

EMPLOYER(s) (all): Dublin Dental University Hospital

I hereby declare that I do not have any commercial interests in connection with the work of the WFHSS

Date: 30/07/2026

Signature: Tracey Scott

Annex:

**CONFLICT OF INTEREST
DISCLOSURE DECLARATION
(FOR MEMBERS OF SCIENTIFIC AND ORGANIZATION COMMITTEES OF THE WFHSS ANNUAL
CONGRESS)**

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SURNAME: Mc Loughlin

FIRST NAME: Tony

OCCUPATION (all): MANAGER

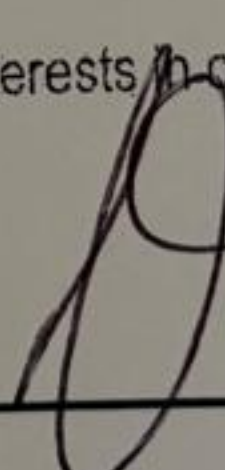
EMPLOYER(s) T. HEALTH CARE (all):

I hereby declare that I do not have any commercial interests in connection with the work of the WFHSS

Date:

4/8/26

Signature:



ANNEX 2

General requirements Venue for the WFHSS Congress

The location is part of the application. The city selected by the host member must provide:

- A safe environment
- easy access by plane (international flights), train and car
- Offer of nearby accommodations at reasonable prices (different categories) and in relation to the expected number of attendees.

Venue:

The conference room and exhibition space should be on the same level for optimal display.

If this is not possible, the exhibition room may be on another level or in another space, but all sponsors should be grouped together on the same level.

Henry Scott

The conference center must provide at least the following suggested requirements:

Area	Structural and Infrastructure Requirements	Acoustic and Audiovisual Requirements	Lighting, Connectivity and Technology	Logistics and Operations	Complementary Services
Auditorium	• Actual seating capacity: 1,500 comfortable seats with full stage visibility with 2 Screens • Minimum ceiling height: 6 to 8 meters (ideal for acoustics, projection, and staging). • Large stage: at least 15 meters wide by 6 meters deep. • Universal access: ramps, elevators, and designated spaces for persons with reduced mobility. • Spacious lobbies: for crowd flow, registration, and information points.	• Acoustic insulation: to prevent external noise interference. • Professional sound system: ensuring even audio distribution throughout the venue. • Various microphones: handheld, lapel, headset, and podium types. • Main screen minimum Full HD resolution, ideally 4K. • Auxiliary side or repeater screens: for extreme-angle visibility.	• Dimmable general lighting: for ambiance, audience entry/exit, and networking. • Professional stage lighting: with moving heads, wash lights, spotlights, etc. • Emergency lighting system: autonomous lights and signage in case of power failure. • High-density Wi-Fi: full auditorium coverage (at least 1500 simultaneous connections). • External screens or digital signage: to display schedules, announcements, and alerts.	• Separate entrances: for general public, speakers, and technical staff. • Backstage and dressing rooms: with bathrooms and rest areas for speakers or performers. • Efficient, silent climate control system. • Well-distributed and clearly marked emergency exits. • Technical control booth: for managing sound, lighting, and video. • Simultaneous translation: booths and receiver systems available for the audience.	• Sufficient and accessible restrooms: at least 1 toilet per 75 attendees (adjust by gender). • On-site medical station or first aid room. • Networking or coffee break space adjacent to the auditorium. • Ventilation system: natural or mechanical, with proper air exchange. • Direct access from exhibition or registration areas without interference.

Heery Scott

Area	Structural and Infrastructure Requirements	Safety	Technical Services	Logistics and Operations	Complementary Services
Exhibition Area	• At least 6000m² with a minimum height of 4m. • Level floor, capable of supporting the weight of stands, equipment, and foot traffic. • Good ventilation (natural or mechanical) or adequate climate control. • General lighting (minimum 300 lux), with adjustable zones if needed. • Electrical system with multiple connection points (at least 1 per 9 m²). • Data network (wired internet and high-density Wi-Fi). • Access points for loading/unloading of materials (large doors or ramps). • Clearly visible emergency exit signage and evacuation routes.	• Evacuation plan approved by local authorities. • Fire extinguishers every 100 m² and near all emergency exits. • Pre-mounting structural and electrical inspections. • Access control for the exhibition area. • Surveillance and monitoring (cameras or on-site security personnel). • Liability insurance coverage for organizer and exhibitors.	• Availability of both single-phase and three-phase electricity. • Water supply and drainage at key points (if required for technical demos). • High-speed internet connectivity (minimum 100 Mbps shared, ideally 10 Mbps per stand). • Continuous cleaning service and distributed waste containers. • On-site technical support during setup, operation, and dismantling.	• Access control for exhibitors (with differentiated accreditation). • Registration or check-in area for exhibiting companies. • Designated loading/unloading area with scheduled access times. • Minimum 3-meter-wide aisles between booths for safe circulation. • Clear signage for zones, pavilions, and services.	• On-site or adjacent food court/cafeteria. • Accessible and sufficient restrooms (minimum 1 per 100 attendees). • Temporary storage area for exhibitors. • Rest or networking zones within the exhibition area.

Heary Scott

Area	Structural and Infrastructure Requirements	Audiovisual Requirements	Connectivity, Operations and Logistics	Comfort and Environment	Complementary Services
Meeting Rooms Industry-sponsored Symposia	• Actual capacity: 200 comfortable chairs with clear front visibility. • Seating arrangement: auditorium or classroom style, depending on the session format. • Minimum ceiling height: 3 meters (ideal for projection and ventilation). • Raised stage or platform (optional): at least 4 meters wide for speaker visibility. • Universal accessibility: entry for persons with reduced mobility and at least 2 reserved spots per room.	• Independent sound system: wireless microphone (lapel or handheld) and speakers. • Projection screen or large LED display: visible from the back (minimum 85 inches or Full HD projector). • Projector or direct HDMI/USB-C connection for presentations. • Wireless clicker/remote for speaker use. • Adjustable lighting, especially in the projection area.	• Stable, high-quality Wi-Fi, with capacity for at least 200 simultaneous connections. • Power outlets available around the room or in selected rows for charging laptops and devices. • Separate entry and exit doors, if possible, to avoid bottlenecks. • Speaker's table or podium with power access and water available. • Rapid technical support point for every two rooms at minimum.	• Padded or ergonomic chairs, with sufficient space between rows (minimum 85 cm). • Individually regulated climate control (heating and air conditioning). • Adequate ventilation to maintain fresh air during the session.	• Nearby, accessible restrooms, cleaned regularly. • Breakout or coffee break area close to the room. • Digital signage or display panel showing session title and schedule. • Noise reduction measures (acoustic isolation or strategic location). • Visible timer (optional) to help the speaker manage their time.

Heery Scott

Area	Infrastructure Requirements	Technical and Audiovisual Requirements	Connectivity and Technology	Comfort and Environment	Complementary Services
Meeting room for AGA	• Actual capacity: 50 to 70 comfortable seats with clear visibility among participants. • Seating layout: U-shape, circular, or face-to-face table configuration depending on assembly style. • Minimum ceiling height: 2.8 – 3 meters for proper ventilation and acoustics. • Good natural or adjustable artificial lighting. • Modular furniture: tables with writing space and flexible arrangement options.	• Surround sound system with table microphones or gooseneck mics. • Large central screen or projection display, visible from all seats. • Presentation system (HDMI/USB-C/Bluetooth), compatible with multiple devices. • Wireless presenter (clicker) for smooth presentation control. • Audio or video recording system (optional), for minutes or transparency purposes.	• High-speed, reliable Wi-Fi for all participants. • Easily accessible power outlets along the perimeter or integrated into tables. • Electronic or card-based voting system, if applicable. • Digital or physical whiteboard for real-time note-taking or brainstorming.	• Controlled entry or accreditation-based access. • Soundproofing to ensure confidentiality and avoid noise leaks. • Reception or waiting area, useful for check-in, credentials, or pre-session refreshments. • Secretary's table or admin support station. • Basic office supplies: notepads, pens, name tags, folders.	• Nearby coffee break area, without interfering with the session. • Accessible restrooms close to the room. • Drinking water available in the room
Meeting Rooms Preview Rooms	• Actual capacity: up to 20 people seated comfortably around a central table or in a meeting-style layout. • Adequate lighting: natural light preferred, with adjustable artificial lighting. • Universal access for persons with reduced mobility	• Presentation screen (55–75" monitor or projector). • HDMI/USB-C/Bluetooth input for laptops and other devices. • Built-in speakers (if audio playback is needed).	• Comfortable, ergonomic chairs. • Reliable Wi-Fi connection, supporting at least 20 devices. • Hybrid meeting capability, with access to videoconferencing platforms (Zoom, Teams, etc.), if needed.	• Access controlled or reserved for speakers and organizing staff. • Office supplies available: paper, markers, pens, adapters.	• Nearby restrooms. • Adjustable air conditioning or heating. • Drinking water available, with optional light refreshments or coffee.