

Rethinking transport

27–30 April 2020



Side Event Policy for TRA2020 -“Rethinking transport – towards clean and inclusive mobility”

TRA2020 encourages active members of the transport and communications RDI community to organise side events in connection to the conference. The conference will take place on 27.-30.4.2020 in Helsinki Convention Centre, Messukeskus. The National Secretariat of the TRA2020 will make decisions regarding to what extent TRA2020 resources or facilities may be utilised in order to support the proposed side events.

Official side events of TRA2020 are required to comply with the following policies:

- a) Themes and content of side events are essentially associated with the TRA2020 main themes and contribute to the overall goals of the conference;
- b) Side events do not intend to compete with the TRA2020, but to complement the conference and its overall goals;
- c) Side event organisers agree to try to minimise the overlap between the TRA2020 official conference programme and the side event;
- d) Side event organiser agrees to promote TRA2020 through the side event information dissemination e.g. through utilising official visual attributes of TRA2020 and contributing to TRA2020 newsletters;
- e) Official side events of TRA2020 are open for participation of all holders of TRA2020 conference badge (excluding exhibitor and staff).
- f) Practical organisations of a side event are sole responsibility of the event organiser, not TRA2020 organisers, and the side event organisers must be ready to cover the full costs of the side event.
- g) Side events are encouraged to be organised at the same venue or in close proximity of the venue of TRA2020 in order to ensure proper participation to the conference. Please note that the location of the side event within the Messukeskus Convention Centre will determine whether participants of the side event are required to purchase conference badges.

Exceptions to the policies can be made by decision of the TRA2020 National Secretariat.

Official side events of TRA2020 can be granted visibility at www.traconference.eu, official programme and other communication channels of the conference. The National Secretariat of TRA2020 reserves the rights to decide on these on a case-by-case basis.

If you would like to propose a side event, please provide a detailed description of the event idea (topic, organiser, target audience, time, location, ensuring complementarity with TRA2020) to:

Ms Alina Koskela, Lead of TRA2020 National Secretariat
alina.koskela[at]traficom.fi, +358469219460

The proposals received will be dealt at the next National Secretariat meeting taking place approximately once a month. The National Secretariat will decide on the side event in the order in which proposals are submitted. National Secretariat is not responsible for ensuring the availability of time slots and spaces.