

**Report of the Conference Coordinator**

Presented by Jez Pigden

**SUMMARY**

This report details the work of the Conference Coordinator since the Singapore conference in 2024.

**1. INTRODUCTION**

1.1. I was appointed as Conference Coordinator in June 2021. Singapore 2024 was the 12th conference I had attended in person since my first in Arusha in 2008. This year I have been working with a new IFATCA DP in J-F Lepage for the first time. Every year the Organising Committee (OC) is new and learning for the first time the multitude of tasks that need to be carried out to make conference run smoothly.

**2. DISCUSSION****2.1. Singapore 2024**

2.1.1. De Wei and his team hosted an exceptional conference, with many complimentary comments from delegates. Despite the outward appearance, the organisation and execution were not without challenges. With their help lessons were identified going forward for future conferences.

**2.2. Abi Dhabi 2025**

2.2.1. I attended a pre-conference inspection in November 2024, hosted by Omar Abdouli and the team at Capital 360.

2.2.2. Since the Singapore conference, Omar and his team have been in constant contact with me and the Comms and Industry Partners team to put together an effective conference. I want to record my thanks to them for their help and hard work.

**2.3. Romania 2026**

2.3.1. I attended a pre-conference inspection in Bucharest in February 2024, hosted by the OC chair Cristian Radu.

**2.4. 2027**

2.4.1. There have been two expressions of interest in hosting the 2027 conference, and they will be elected at this conference. I am looking forward to working with the OC of whichever country is elected as host.

2.5. Administration

2.5.1. The Conference Organising Requirements (COR) and annual conference guidelines continue to be a work in progress. This work has continued during 2024, and a new version (4.5) has been issued.

2.5.2. We had planned to trial the use of Conference Checklists at the Singapore conference, but they were not ready in time to be used. Following feedback from the Singapore OC, we have integrated them into the COR, and we have been using them prior to, and at this conference.

**3. CONCLUSION**

3.1. This was my second year working as Conference Coordinator and the role continues to be hugely rewarding, if not very time consuming! I would like to thank DP J-F Lepage for his help, trust and encouragement. I'd also like to thank all the volunteers on the organising committees and IFATCA officials for their hard work and help over the last year.

**4. RECOMMENDATIONS**

4.1. None

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