

Appendix 3 - Assessment criteria for shortlisted cities

	Criteria	Score 1-10	Notes
1	Suitability of Congress Centre (room capacities)		
2	Professionalism of the Congress Centre (modern facilities, services offered)		
3	Attractiveness of city/country to delegates		
4	Accessibility/ Connectivity		
5	Availability of hotel rooms and variety of ratings		
6	Healthy catering options		
7	Range of social venue options		
8	Environmental, Corporate Social Responsibility (CSR) and Sustainable Development Goals (SDGs) initiatives at the Congress venue, and in the host city		
9	Overall value for money and venue costs. Commitment of costs in 2028 (i.e., limited inflation clauses)		
10	Congress venue contract flexibility and T&Cs (e.g. COVID clause)		
11	Convention Bureau and city support available		
12	Attractiveness of the country to the pharmaceutical industry (compliance and regulations)		

13	Geopolitical situation in the destination (attractiveness, safety, visa requirements, political stability)		
14	Economic stability in the destination		
15	VAT treatment in the host country (<i>please note that VAT advice will be sought by ESE if shortlisted</i>)		

**Please note ESE may adapt this form before the assessment takes place by the ESE Congress Committee.*