



ESOP Letter of intent

Purpose: the letter of intent on the following page can be used when initiating collaboration between ESOP and non-commercial organisations. Examples of such organisations are: neighbouring professional societies, governmental or EU organisations and non-profit associations. The aim of the letter of intent is to standardize collaborations, to ensure the best implementation of ESOPs vision and goals in the broadest sense and to ensure that ESOPs independence and self control shall not be compromised.

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For general information on ESOP: see the letter of conduct

- 1) ESOP is willing to collaborate or form partnerships with non-profit organisations to combine strengths and resources for the common good of advancing optimal treatment for cancer patients.
- 2) Partnership opportunities will be assessed by the ESOP Board of Directors on a case by case basis, and will be held to vote in an annual delegate meeting
- 3) ESOP will ask to receive written information on the mission, vision, activities, products and services of the potential collaborative party
- 4) ESOP will ask the other party to clearly define the reasoning for wanting to collaborate, or in the case of ESOP initiating a collaboration: ESOP will write such a substantiation.
- 5) ESOP will only collaborate on the basis of mutual benefit for each party
- 6) In the case of financial support or membership costs, a contract shall be drawn up and signed by the board of ESOP detailing the nature of the costs and including a start and end date of the agreement
- 7) In a collaboration with another organisation, knowledge, experience, ideas and information should be exchanged in both directions
- 8) When a collaboration is agreed upon, both parties should refrain from competing with each other and should refrain from unnecessary duplication of services or disruption of each other's projects
- 9) When a collaboration is agreed upon, ESOP will appoint one of its members as chair of relations with the other organisation