

# CONTACT REPORT

PRIVATE AND CONFIDENTIAL

<b>Meeting name:</b>	IPCAA Council Meeting
<b>Meeting date / time:</b>	Tuesday, October 20, 2020
<b>Location:</b>	WebEx

<b>Attendees:</b>	<p><b>Anne Gottlander-Asen*</b> (AstraZeneca)  <b>Rita Gutzwiller</b> (IPCAA)  <b>Martin Hess-Janorschke</b> (F. Hoffmann – La Roche)  <b>Martin N. Jensen</b> (H. Lundbeck A/S)  <b>Claudia Kamp</b> (Merck KGaA)  <b>Magdalena Makiela</b> (MSD)  <b>Ingrid Marti</b> (Actelion)  <b>Camilla Mogensen</b> (H. Lundbeck A/S)  <b>Christian-Claus Roth</b> (Novartis Pharma AG)  <b>Nicky Simpson</b> (Astellas Pharma Europe Ltd.)  <b>Pascale Vlasselear*</b> (GSK)  <b>Angela von Bieberstein</b> (Bayer)</p> <p>*attended partly</p>
<b>Apologies:</b>	<p><b>Ann-Leigh Durant, subsistuted</b> (Merck KGaA)  <b>Manfred Piepenburg</b> (IPCAA)  <b>Pascal Visentin</b> (Servier Int.)</p>

Discussion Item	Action	Due
<p style="text-align: center;"><u>Note: all minutes should be read in conjunction with slides presented on the day.</u></p> <p><b>1) <u>Welcome and General Topics (Christian)</u></b></p> <p>After a short welcome from Christian the minutes of the last Council Meeting in January were anonymously approved.</p>		
<p><b>2) <u>IPCAA Vice President position</u></b></p> <p>Nicky reminded the group of the Vice President's position still being vacant. The job description has been sent out and will be resend with the minutes. Nicky underlined the importance to have more people in the Executive Group and engaged people to think about a potential involvement or give feedback on any concerns they might have.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> <li>• Resend the job description</li> <li>• Think about becoming the new IPCAA Vice President and give feedback to the Exec. Group</li> </ul>	<p>Rita All</p>	
<p><b>3) <u>Update Membership</u></b></p> <p>Rita is in contact with the companies listed on the top and sent them the results of the recently published HCP survey. Except of Galderma she didn't get any reaction and will follow up. Galderma is checking on budget for a membership in 2021.</p> <p>Rita asks all Council Members to check if they have a contact within a potential new member company (see list) and forward any information to her. Claudia might have a track into AbbVie.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> <li>• maintain existing contacts with companies</li> <li>• check if you have a contact within a potential new member</li> </ul>	<p>Rita All</p>	
<p><b>4) <u>Financial Report</u></b></p> <p>The report was sent ahead of the meeting so Ingrid did no present in detail, however, she pointed out that we are close to IPCAA business year end so the numbers are already almost final and we will end the year below the budgeted loss.</p> <p>There were no questions raised.</p>		

<p><b>5) <u>COVID-19 Activities</u></b></p> <p>a) <b>Letter to Medical Societies</b>  Rita summarized what had been discussed in the last Networking call which was mainly the plan to send a follow-up letter to all Medical Societies highlighting concerns and aspects from industry with regards to congresses planned for 2021. This letter will be sent to the same 70 Medical Societies than the one back in April and Rita will capture any reactions we will get.  A draft has been sent prior to this meeting and Council Members are asked to give their feedback/input before October 28, 2020.</p> <p>b) <b>HCP survey conducted with Ashfield</b>  There was a discussion about the value of the outcome of this first survey and agreement in the fact that some other questions should be added to the second survey in order to increase its value for IPCAA Members. It was confirmed that the 2<sup>nd</sup> survey will take place in Nov/Dec so results of 1<sup>st</sup> and 2<sup>nd</sup> survey can be shown in the Annual Meeting early February. Questions for the 2<sup>nd</sup> survey – once ready - will be circulated for information amongst Council Members</p> <p>Rita informed that she sent a separate note with a link to download to IFPMA, EFPIA, MedTech Europe, IAPCO and ACForum and all parties expressed their thank and how much they appreciate this support.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>• review the draft letter that has been sent</li> <li>• send letter to Medical Soc. and track reactions</li> </ul>	<p>All Rita</p>	<p>Oct. 28</p>
<p><b>6) <u>Annual Meeting 2021</u></b></p> <p>Nicky presented the timeframe of the planned virtual General Assembly and Annual Meeting as well as the objectives. People agreed on those and there was the suggestion to already start to capture input from Member companies on their experience of the past months and input for the future. The group agreed to reach out to all Members and ask for volunteers to gather in a group together with the AM project group.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>• prepare a message to be send to Members</li> <li>• continue planning of AM</li> </ul>	<p>Rita &amp; MHJ Project gr.</p>	
<p><b>7) <u>Education – Seminar on Compliance 2021</u></b></p> <p>Based on the development of COVID-19 everyone was in agreement that a f2f seminar is not realistic in spring 2021. Several options for a virtual event were discussed and the decision was taken to plan for a serie of short sessions with not only compliance as a topic but also put some weight on the exchange and collaboration between stakeholders. However, there should be a red thread throughout the sessions and build on each other. Based on the costs appearing for IPCAA Council will have to decide if there will be a registration fee and – if so – its amount. Thanks to Martin H. (project lead), Magda and Christian who all accepted the challenge and remain in the project team. Unfortunately we can't no longer count on the great support from Dave O'Shaughnessy (ETHICS) as he passed away early October. We will send an expression of condolences to his family.</p>		

<p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>• Set-up a first planning call for the project group</li> <li>• Send an expression of condolences to Dave’s family</li> </ul>	<p>Rita Rita</p>	
<p><b>8) <u>Alliances</u></b></p> <p>a) <b>ICCA World Congress</b> Martin spoke about the plans for the ICCA congress where we – again – have a joint session with IAPCO and ICCA. The details can be found on slide no. 25 of the presentation. There was some interest from people on the call to join, Martin J. will check if this is possible and if we are allowed to post the recorded sessions in our member section.</p> <p>b) <b>IAPCO</b> Based on our letter ‘Aspects to consider’ that was sent to IAPCO for information, Martin J. and Christian were invited to participate in an IAPCO Dialogue session back in June and a 2<sup>nd</sup> session took place earlier in October. In the second session Christian and Nicky gave some insights in connection with the Joint Guidance document. Use the links in the presentation to view the sessions online. Council agreed that we should continue the collaboration with IAPCO.</p> <p>c) <b>ACForum</b> Our letter back in spring was also the reason for a first call with the leadership of ACForum and – as with IAPCO – there was a second one following the publication of the Joint Guidance document. The Executive Group invited them to contribute to our Annual Meeting and we agreed to do the same to their Annual Meeting.</p> <p>Rita remarked that now, as we are in exchange with all those stakeholders plus IFPMA, EFPIA and MedTechEurope, we get closer to the idea of an ‘Industry Roundtable’ which we tried to plan for more than two years.</p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>• Continue collaboration with IAPCO and ACForum</li> </ul>	<p>Exec. Gr.</p>	
<p><b>9) <u>Regulations and Compliance</u></b></p> <p>a) <b>EFPIA / e4ethics</b> The planned EFPIA Code Training session for Medical Societies takes place in November.</p> <p>Christian got the confirmation that IPCAA can be part of the process and he will start to work with EFPIA and MedTech on the details. As soon as he has more information on the details (e.g. how an assessment of a virtual congress will look) as well as on the pilot that will start in January 2021, he will inform accordingly.</p> <p>b) <b>IFPMA</b> The new Note of Guidance ‘Patient and Patient Organization’ is available on the IFPMA website and although the topic is not directly connected to congresses, Christian highly recommends to have a look at it.</p> <p>IFPMA launched a new online eLearning tool which Christian recommends for any newcomers in our industry as well as people</p>		

<p>that are not yet so familiar with the code. Not mentioned in the meeting: this tool also has been ‘promoted’ via our LI profile</p> <p>Representing IPCAA, Christian was already heavily involved in the creation of the Joint Guidance document published by IFPMA/EFPIA and PhRMA. With all the presentations Christian gave, he is collecting feedback which he will bring into the discussions for a follow-up document (to be published early 2021). If IPCAA Members do have feedback, please reach out to Christian.</p> <p>c) <b>UEMS</b> Based on earlier exchange we reached out to them proposing some topics for discussion and followed-up several times but didn’t get any response. It was agreed to take this up later on.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> <li>• Send feedback on Joint Guidance document to Christian</li> </ul>	All	
<p><b>10) <u>Communications Plan</u></b></p> <p>Council Members were asked to look at these slides before the meeting and come up with any questions they might have. As there were none, Rita just reminded the group of the upcoming Country Code Update – which will be recorded - on Austria. It was agreed to approach France and Belgium and plan a call with each of them.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> <li>• Reach out to EFPIA to get right contacts in France and Belgium</li> <li>• Invite France and Belgium to update call</li> </ul>	Rita Rita	

Rita Gutzwiller October 2020