

GUIDE FOR PARTICIPANTS

60th Governing Council Session
International Agency for Research on Cancer (IARC)
Lyon, 16–18 May 2018



WELCOME TO IARC

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MEETING VENUE

The 60th Governing Council Session will open on Wednesday 16 May 2018 at 09:15 and close no later than 16:00 on Friday 18 May.

The meeting will be held at the

International Agency for Research on Cancer (IARC)
150 cours Albert Thomas
69008 Lyon
France

☎: +33 (0) 4 72 73 84 85

Meeting room: Auditorium

*Please note that IARC is a non-smoking area.
For security reasons, badges must be worn at all times.*

60th IARC Governing Council Session, Lyon, 16–18 May 2018**PROVISIONAL AGENDA – REVISION 1**

(at 25/04/2018)

Wednesday 16 May 2018 – Plenary Session

Indicative timing	Item No.	Item	Document No./ Details
09:15 – 09:20	1.	Opening of the Session	
09:20 – 09:25	2.	Election of Rapporteur	
09:25 – 09:30	3.	Adoption of the Agenda	GC/60/1 (Prov.)
09:30 – 09:45	4.	Admission of a new Participating State – The Islamic Republic of Iran	GC/60/20

Wednesday 16 May 2018 – Closed Session

Indicative timing	Item No.	Item	Document No./ Details
09:45 – 10:30	5.	Interviews modalities and determination of order of interviews (<i>closed session</i>)	
10:30 – 11:00		Coffee & tea break	
11:00 – 12:00	6.	Interviews of candidates for the position of Director (<i>closed session</i>)	<i>Candidate No. 1 (5 minutes between interviews)</i>
12:05 – 13:05	6.	Interviews of candidates for the position of Director (<i>closed session</i>) – <i>continued</i>	<i>Candidate No. 2</i>
13:05 – 14:05		Lunch	
14:05 – 15:05	6.	Interviews of candidates for the position of Director (<i>closed session</i>) – <i>continued</i>	<i>Candidate No. 3</i>
15:10 – 16:10	6.	Interviews of candidates for the position of Director (<i>closed session</i>) – <i>continued</i>	<i>Candidate No. 4</i>
16:15 – 16:45		Tea & coffee break	
16:45 – 17:45	6.	Interviews of candidates for the position of Director (<i>closed session</i>) – <i>continued</i>	<i>Candidate No. 5</i>
17:45		End of Interviews	

Thursday 17 May 2018 – Closed Session

Indicative timing	Item No.	Item	Document No./ Details
09:00 – 11:00	7.	Election of Director (<i>closed session</i>)	GC/60/Inf.Doc.No.5 <i>Voting followed by GC Chair informing all candidates of result</i>
11:00 – 11:30		Photographs + Coffee & tea break	

Thursday 17 May 2018 – Plenary Session

Indicative timing	Item No.	Item	Document No.
11:30 – 12:15	8.	Presentation and discussion of the Biennial Report 2016–2017	GC/60/2
12:15 – 13:00	9.	Director's report	GC/60/3
13:00–14:00		Lunch	
14:00 – 14:30	10.	Address by the Director-General, WHO	
14:30 – 15:00	11.	Report of the Fifty-fourth session of the Scientific Council	GC/60/4
15:00 – 15:30	12.	Director's response to recommendations from the 54 th Session of the Scientific Council	GC/60/5
15:30 – 15:45	13.	Statement by the IARC Staff Association	GC/60/6
15:45–16:15		Tea & coffee break	
16:15 – 17:00	14.	Coordination and communication mechanisms between IARC and WHO – at management and working level	GC/60/13
17:00 – 17:45	15.	Annual Financial Report, Report of the External Auditor and Financial Statements for the year ended 31 December 2017	GC/60/7 GC/60/Inf.Doc.No.4
17:45 – 18:00	16.	Biennial Report of the Occupational Health and Safety Committee (OHSC), 2016–2017	GC/60/10
18:00		End of Session, followed by a dinner at 19:45 in a Lyonnais restaurant "... "	

Friday 18 May 2018 – Plenary Session

Indicative timing	Item No.	Item	Document No.
08:45 – 09:30	17.	Update on the "Nouveau Centre"	GC/60/11
09:30 – 10:00	18.	Proposal to undertake an external evaluation of IARC	GC/60/12
10:00 – 10:15	19.	Report on IARC Open Access Policy	GC/60/8
10:15 – 10:45	20.	Biennial Report on publication activities, including report on funding allocation	GC/60/9
10:45 – 11:15		Coffee & tea break	

Friday 18 May 2018 – Plenary Session

Indicative timing	Item No.	Item	Document No.
11:15 – 11:30	21.	Acceptance of grants and contracts, including report on interest apportionment	GC/60/14
11:30 – 11:35	22.	Acceptance of donations	GC/60/15
11:35 – 12:00	23.	Requests for support from the Governing Council Special Fund	GC/60/16 GC/60/Inf.Doc.No.2
12:00 – 12:30	24.	Recommendations from the Governing Council Working Group on the implementation of the Framework of Engagement with Non-State Actors (FENSA) in the context of IARC's work and research programme, and on IARC resource mobilization efforts	GC/60/17
12:30 – 13:00	25.	Report of the activities of the Education and Training Group (ETR), covering the period 2015–2017	GC/60/18
13:00–14:00		Lunch	

Friday 18 May 2018 – Closed Session

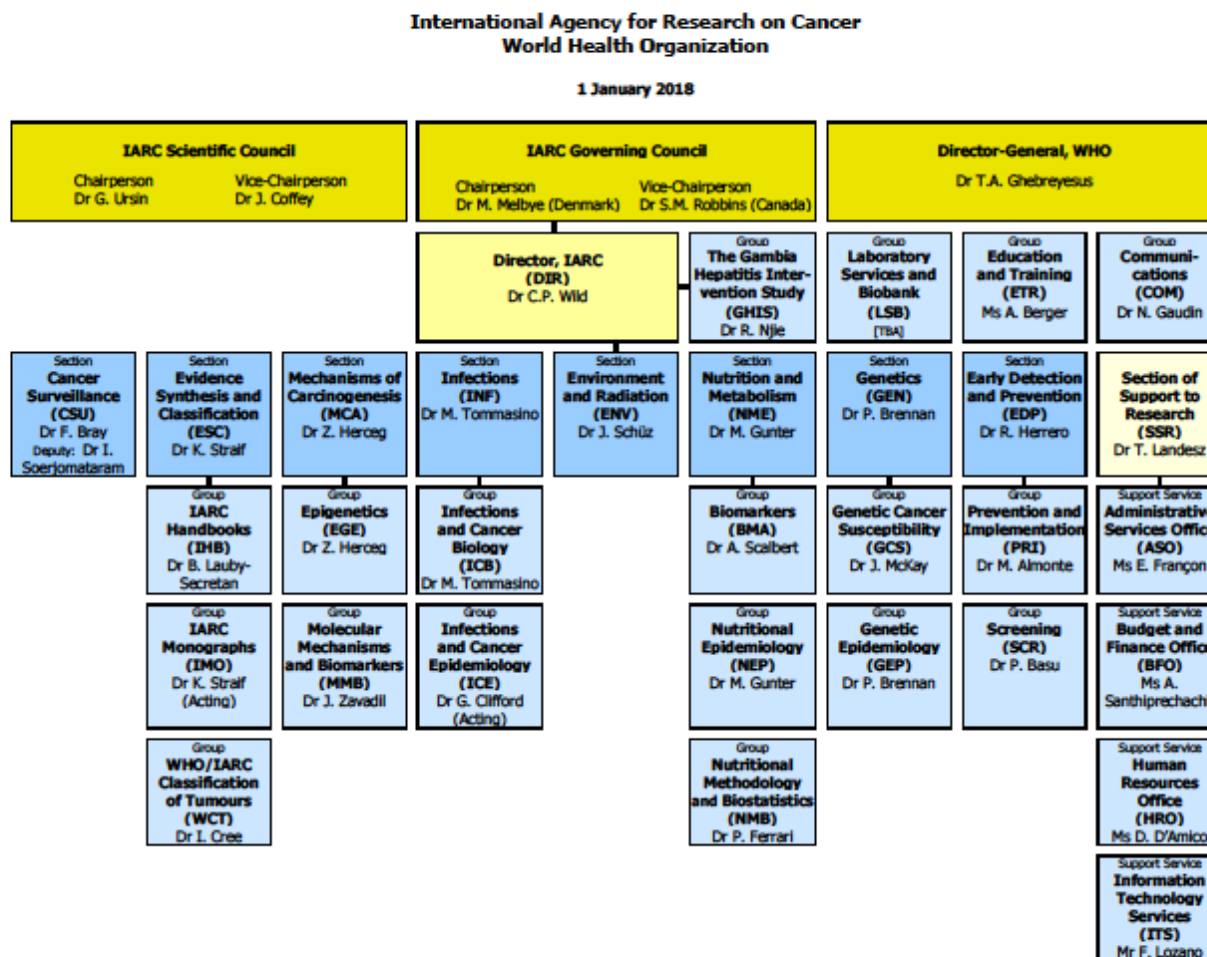
Indicative timing	Item No.	Item	Document No.
14:00 – 14:45	26.	Appointment of new members of the Scientific Council (<i>closed session</i>)	GC/60/19

Friday 18 May 2018 – Plenary Session

Indicative timing	Item No.	Item	Document No.
14:45 – 15:00	27.	Membership of the Subcommittee on the admission of new Participating States	
15:00 – 15:15	28.	Any other business	
15:15 – 15:30	29.	Election of Chairperson and Vice-Chairperson for next session	
15:30 – 15:45	30.	Date of next session	
15:45 – 16:00	31.	Closure of session	
16:00		Tea & coffee available	

ORGANIZATIONAL CHART

http://www.iarc.fr/en/research-groups/org_chart.pdf



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IARC SECTIONS AND GROUPS

ACRONYM	SECTION / GROUP	SECTION / GROUP HEAD
CSU	Section of CANCER SURVEILLANCE	Dr F. Bray Deputy: Dr I. Soerjomataram
EDP	Section of EARLY DETECTION AND PREVENTION	Dr R. Herrero
PRI	Prevention and Implementation Group	Dr M. Almonte
SCR	Screening Group	Dr P. Basu
ENV	Section of ENVIRONMENT AND RADIATION	Dr J. Schüz
ESC	Section of EVIDENCE SYNTHESIS AND CLASSIFICATION	Dr K. Straif
IHB	IARC Handbooks Group	Dr B. Lauby-Secretan
IMO	IARC Monographs Group	Dr K. Straif, Acting
WCT	WHO/IARC Classification of Tumours Group	Dr I. Cree
GEN	Section of GENETICS	Dr P. Brennan
GCS	Genetic Cancer Susceptibility Group	Dr J. McKay
GEP	Genetic Epidemiology Group	Dr P. Brennan
INF	Section of INFECTIONS	Dr M. Tommasino
ICB	Infections and Cancer Biology Group	Dr M. Tommasino
ICE	Infections and Cancer Epidemiology Group	Dr G. Clifford, Acting
MCA	Section of MECHANISMS OF CARCINOGENESIS	Dr Z. Herceg
EGE	Epigenetics Group	Dr Z. Herceg
MMB	Molecular Mechanisms and Biomarkers Group	Dr J. Zavadil
NME	Section of NUTRITION AND METABOLISM	Dr M. Gunter
BMA	Biomarkers Group	Dr A. Scalbert
NEP	Nutritional Epidemiology Group	Dr M. Gunter
NMB	Nutritional Methodology and Biostatistics	Dr P. Ferrari

IARC SECTIONS AND GROUPS (CONTINUED)

ACRONYM	SECTION / GROUP	SECTION / GROUP HEAD
DIR	Office of the Director	Dr C.P. Wild (Director)
COM	Communications Group	Dr N. Gaudin
ETR	Education and Training Group	Ms A. Berger
GHIS	The Gambia Hepatitis Intervention Study	Dr R. Njie (Banjul)
LSB	Laboratory Services and Biobank Group	Dr J. Zavadi, Acting
SSR	Section of Support to Research	Mr T. Landes (DAF)
ASO	Administrative Services Office	Ms E. Françon
BFO	Budget and Finance Office	Ms A. Santhiprechachit
HRO	Human Resources Office	Ms D. D'Amico
ITS	Information Technology Services	Mr F. Lozano

REGISTRATION

Registration will take place in the lobby of the Agency, from 08:00 on Wednesday 16 May.

All participants are requested to register to ensure that their names appear on the final list of Representatives.

The official languages are English and French. Simultaneous interpretation will be provided.

Documents are prepared in English and French and made available as from early April at the following internet address: <http://Governance.iarc.fr>
This site is no longer password protected.

Representatives will be seated in the alphabetical order of the French names of the Participating States.

Lunches will be served at the IARC cafeteria (12th floor of Tower building).

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HOTEL ACCOMMODATION

The following hotels have been selected.

All rates are indicated per night in euros			
2018	Single room		Double room
Hôtel La Résidence*** 18 rue Victor Hugo 69002 Lyon Tel.: [+33] (0)4 78 42 63 28 E-mail : hotel-la-residence@wanadoo.fr Metro: Bellecour	€95	plus breakfast €9	€95
Hôtel Mercure Lyon Lumière*** 69-71 cours Albert Thomas 69003 Lyon Tel.: [+33] (0)4 78 53 76 76 E-mail : H1535@accor.com Metro: Sans-Souci			€236.30 on 15 May 2018 €240.30 on 16 May 2018 €150.30 on 17 May 2018 Breakfast included
Hôtel des Artistes*** 8 rue Gaspard André 69002 Lyon Tel.: [+33] (0)4 78 42 04 88 E-mail : reservation@hotel-des-artistes.fr Metro: Cordeliers			€125.10 on 15 May 2018 €170.10 on 16 May 2018 €116.10 on 17 May 2018 Breakfast €10.00
Hôtel Mercure Beaux-Arts**** 73-75 rue du Président Edouard Herriot 69002 Lyon Tel.: [+33] (0)4 78 38 09 50 E-mail : H2949@accor.com Metro: Cordeliers			€259 on 15 & 16 May 2018 €179 on 17 May 2018 Breakfast included

In order to secure a hotel reservation, please contact IARC.GC@iarc.fr no later than mid-April.

TRAVEL AND TRANSPORTATION ARRANGEMENTS

We regret that it will not be possible to provide transport to Governing Council members to and from their hotels; however, taxis and public transport are available.

Airport transportation

Information on “Rhônexpress” Tram (tram from the airport) timetables and fares can be found at <http://www.rhonexpress.fr/>

To get to IARC from the airport, take “Rhônexpress” Tram towards Lyon Part-Dieu, get off at Lyon Part-Dieu, cross Part-Dieu station to the Part-Dieu metro station. Take line B towards Stade de Gerland, get off at Saxe-Gambetta. Take line D towards Gare de Vénissieux, get off at Grange-Blanche and follow the signs for Exit No 3. At the top of the steps, walk to the right and continue a block and a half to the IARC tower (the tall blueish-gray building).

For directions please use the following link: [map around IARC](#) and look for:



Vehicle Rentals

If you wish to rent a car, you may contact the following (examples only):

AVIS

<http://www.avis.eu/>

HERTZ

<https://www.hertz.com/rentacar/reservation/>

RENT-A-CAR

<http://www.rentacar.fr/>

Tram/Metro/Bus

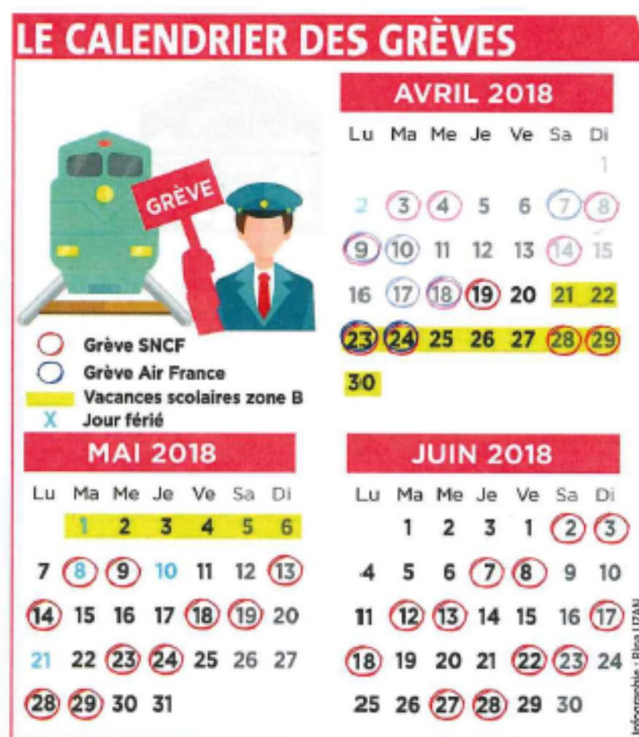
From Bellecour station (Hotel La Résidence & Hotel des Artistes), take line D towards Gare de Vénissieux, get off at Grange-Blanche and follow the signs for Exit No 3.

From Sans-Souci station (Hotel Mercure Lyon Lumière), take line D towards Gare de Vénissieux, get off at Grange-Blanche and follow the signs for Exit No 3.

Information on timetables and fares of Lyon metro/bus/tram network can be found at <http://www.tcl.fr/en>

Taxis

Please ask your hotel receptionist and/or IARC staff to assist you.

Railway and airport strikes**SECURITY AND OTHER MATTERS***Identification badges*

When you arrive in the IARC building, your name badge will be handed to you at the entrance desk. For security reasons, we kindly request that you wear it at all times while on the Agency's premises (during meetings and social functions).

Please do not leave valuables in meeting rooms.

Do not leave laptops, cell phones, or other personal items unattended.

Please report immediately any suspicious persons, activities, phone calls or packages in or around IARC.

For the comfort of participants in the meeting, you are requested to switch off cellular telephones and pagers, or to switch them to a non-ringing or non-beeping mode.

Insurance

IARC cannot accept liability for personal accidents or loss of or damage to the private property of participants and accompanying persons, either during or indirectly arising from attendance at the Governing Council. Participants should make their own arrangements with respect to accident, health and travel insurance.

Services

Travel agency
Havas Voyages
55 rue de la Villette
69003 Lyon

☎: +33 (0)4 72 34 70 30

✉: iarc@havasvoyages.fr

If you need to change your travel arrangements and/or confirm your onward bookings, please see Mrs Sophie Servat (servats@iarc.fr; +33(0)4 7273 8555), Administrative Services Office or Mrs Nathalie Lamandé (lamanden@iarc.fr; +33(0)4 7273 8178), DAF Office.

RELATED EVENTS

Participants and accompanying persons are invited to attend the following dinner (with prior registration):

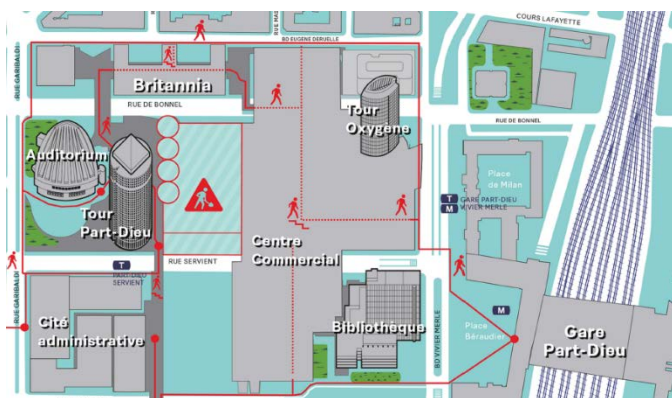
On Thursday 17 May 2018 at 19:45

Restaurant "CELEST"
129 rue Servient, 69003 Lyon
(Tel.: 04 78 63 55 46)

Please let the Documents Assistant (Agnès Meneghel: IARC.GC@iarc.fr; +33(0)4 7273 8341) know if you **DO NOT** intend to participate in the dinner or whether special dietary requirements should be foreseen.

How to get to the restaurant from Part-Dieu Metro Station:

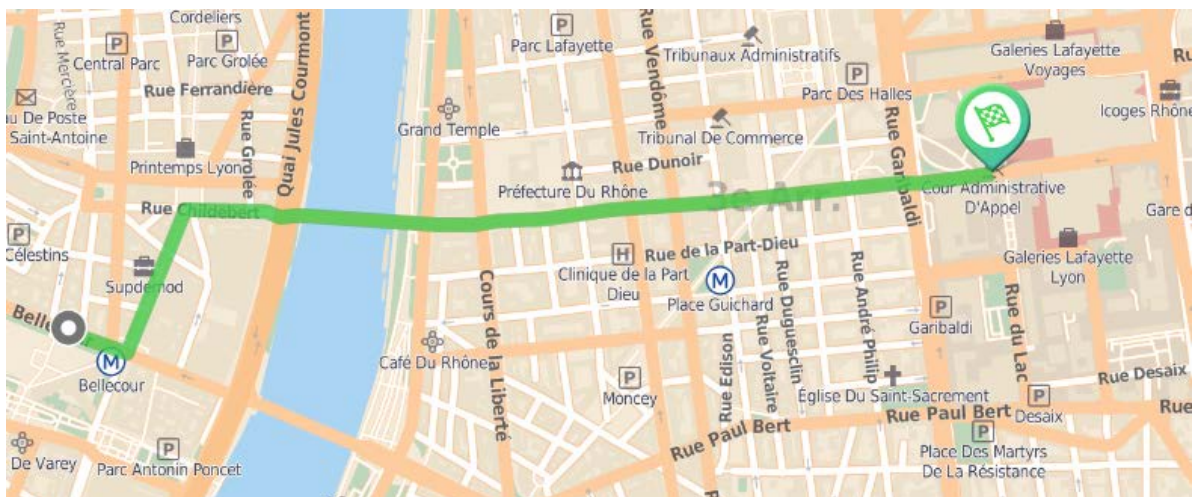
Exit at Centre commercial side and go up to level 1, follow the signs to **Radisson Hotel**. Entrance to the restaurant is at the bottom of the tower "tour de la Part Dieu" (walk down the stairs at the side of the tower)



How to get to the restaurant from Place Bellecour:

Approximatively 25 minutes on foot.

Walk through rue de la République at the crossing with rue Childebert, turn right on rue Childebert, walk up to the Pont Wilson, take the Pont Wilson, walk through rue Servient to the Celest restaurant



USEFUL INFORMATION

WIFI CONNECTION TO THE INTERNET

WIFI connection to the internet is possible. The WIFI network identifier (SSID) is: **“IARC_Visitors”**. **The password will be communicated to you in the practical information slide projected on screen at the opening of the meeting.**

We do not offer file or print services. Printing a document is nevertheless possible provided that your document has been transferred on a USB key and using the IARC PC connected to the printer installed in the meeting room or via the Internet Café.

INTERNET CAFÉ

The Internet Café, set-up with desktop(s) connected to a printer, will allow you to surf the web, check your e-mails, and/or print your documents. There are three machines on the ground floor outside the Auditorium and four machines in the Library on the first floor of the tower building.

OTHER GENERAL INFORMATION

Office du Tourisme et des Congrès – Lyon
Pavillon
Place Bellecour
69002 Lyon

☎: +33 (0) 472 776 969

<http://www.lyon-france.com/>

Please visit IARC internet website under the following link for further information about Lyon (IARC Welcome pack)

https://www.iarc.fr/en/about/welcome/further_info.php

Weather

The weather in Lyon in May is likely to be between 16°C and 25°C.

The meeting room is air-conditioned at approximately 22°C.

Power supply

The power supply is 220/240V and the frequency of electrical current is 50 hertz.

Time difference

In May, the time in Lyon is Coordinated Universal Time (UTC) + 2 hours

Telephone and fax

The country code in France is 33 and the city code for Lyon is 4.

Note

Tipping is not required since it is included in all bills.