



Canadian Institute
for Procurement
and Materiel
Management

Institut canadien
d'approvisionnement
et de gestion
du matériel

PRESENTATIONS SUBMISSION FORM

Deadline to submit: September 9, 2019

AGILE & INNOVATIVE PROCUREMENT SYMPOSIUM

DECEMBER 5, 2019

Ottawa, ON, Canada

The Canadian Institute of Procurement and Materiel Management (CIPMM) is hosting its **first Agile & Innovative Procurement Symposium** on **December 5th, 2019**.

Important Deadlines

09 September 2019 – Presentation Title & Description / Speakers' Bios Submission

16 September 2019 – Notification of Acceptance

01 November 2019 – Full Presentation Submission

Reasons to Present

- **Take your career to the next level** by refining your formal presentation skills to large and advanced audiences
- **Get recognition from peers** for you, your organization, and your industry
- Receive a **mention on the CIPMM website** (your bio and session description) and in the **official printed program**
- Receive an opportunity to **network with other experts** in your industry
- Receive a **complimentary pass** to the Symposium
- **Share lessons learned** with your peers

General Submission Guidelines

- All presentations will be oral and up to 30 min in length
- AV equipment (screens, computers, projectors) will be provided
- Presenters will be responsible to prepare their presentation description and slides to accompany their presentation
- Handouts and associated costs (e.g. translation, photo copying, etc.) will be the responsibility of presenters
- CIPMM does not pay per diem, honoraria or any travel expenses associated with presenting at the Symposium or attending the Symposium
- CIPMM will post all presentations on our website after the Symposium with your permission
- Commercially focused / vendor promotional / sales presentations will not be considered
- Best practices presentations could include: new ways of doing business, trends, case studies, strategies, etc. and are not limited to federal government. Other jurisdictions are welcome!



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Presenter *(Submit a separate form for each additional presenter, if applicable)*

Name:

Title:

Department / Organization:

Email:

Phone:

Presentation Objective *(Provide a short description of the objective and focus of the presentation)*

Presentation Title *(As it should appear in promotional material)*

Presentation Description

Presenter Biography / Background Information

Submit this form to admin@cipmm-icagm.ca