



## INTERNATIONAL LIFE SAVING FEDERATION

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To: Event Organisers  
Host Cities  
ILS Full Member Organisations

Cc: Members of the ILS Board of Directors

Subject: Invitation to bid for the rights to host the 2029 ILS World Conference on Drowning Prevention

Leuven 22/12/2025

Dear Members,

The ILS World Conference on Drowning Prevention (WCDP) is one of the most important events on the calendar of the International Life Saving Federation (ILS).

At a WCDP, the ILS expects some 800-1200 Conference participants and over 200 accompanying people and partners from over 60 countries.

The ILS Board of Directors is now seeking bids to host the 2029 ILS World Conference on Drowning Prevention (WCDP 2029).

### Purpose of the ILS World Conference on Drowning Prevention

The goal of the Conference is to unite leading specialists, researchers, and organisations in drowning prevention, rescue, lifesaving, lifeguarding, and water safety. By sharing knowledge and discussing new ideas, the event aims to advance efforts that help reduce deaths and injuries in aquatic environments globally.

### Overview

The WCDP 2029 should include those components that comprise of a Conference of world's best practice including and not limited to Conference themes and streams, exhibition/trade show, poster displays, speakers of world renown in their chosen subject(s), pre/post workshops, site visits, pre- or post- tours of the region and partners' programmes.

### Bidding/Hosting Organisation

The Bidding/Hosting Organisation shall be:

- A National Lifesaving Federation who is a Full Member Federation/Organisation of ILS, or
- A Host City/Group/Agency/Organisation, preferably in co-operation with an ILS Full Member.

**Bid Timing for the 2029 World Conference on Drowning Prevention shall be:**

Date	What
22/12/2025	The ILS calls for Bids for the WCDP 2029. The bidding documents are mailed to all ILS Member Organisations and to any interested Conference Organising Group/Agency, and are available on the ILS web site.
15/06/2026	<p>Bids for WCDP 2029 close (midnight Belgium time).</p> <p>Each bidding organisation must provide before the closing date the following:</p> <ul style="list-style-type: none"> <li>• An official letter from the bidding organisation informing ILS that it is a candidate to be included in the final bidding organisation list for WCDP 2029.</li> <li>• The Bid Form and all requested annexes duly completed and signed by two authorised signing officers of the bidding organisation.</li> <li>• The payment of a non-refundable bid fee of 1,000 Euro for all bidding organisations and ILS Members of Category A and B. There is a 500 Euro fee for an ILS Member of Category C. The ILS Bank account is:           <p style="margin-left: 20px;">BNP Paribas Fortis Bank Swift code: GEBABEBB Account number (IBAN): BE91 0012 4219 9376</p> </li> <li>• A commitment to cost-share, with other Bidders, airfares for Bid Evaluation Committee travel (in economy class).</li> </ul> <p><b>A bid will be considered invalid if one or more of the above requests are not fulfilled before the set deadline.</b></p> <p>Relevant attachments that support the Bid can be mailed later.</p>
15/06 - 15/07 2026	<p>The ILS Events Management Committee:</p> <ul style="list-style-type: none"> <li>• Scrutinises the bid documents received to check their validity. If some clarifications are needed, the Bidders will be informed thereof in writing.</li> <li>• Composes the Bid Evaluation Committee that will include up to three persons that can be present at all bids.</li> <li>• Defines, with the Bidders, the Bid inspection periods.</li> </ul>
15/07 - 15/09 2026	<p>The ILS Events Management Committee will do the bid inspection that includes:</p> <ul style="list-style-type: none"> <li>• Site visits of the Conference facilities, the Exhibition facilities, the meeting facilities, the accommodation venues, etc.</li> <li>• Formal bid presentation: the Bidding Organisation must make the formal bid presentation.</li> <li>• During the bid inspection, written feedback will be given directly to the bidder on areas of strength and weakness, and areas where deficiencies are present and where improvements must be made (i.e. insufficient meeting space, too small exhibition space, etc.).</li> <li>• Before the departure of the ILS Events Management Committee, answers must be received in writing on the potential remedial actions. After the ILS Events Management Committee have left the venue, they must have all elements in hand and no further communication is made with the Bidder.</li> <li>• Each visit will be at least 2 full days of inspection plus arrival and departure days.</li> </ul>
15/09 -10/10 2026	The Bid Evaluation Committee will compare the bids and issue a report to the ILS Events Management Committee.
At the ILS Board Meeting in 2026	The Board will receive the Report of the ILS Events Management Committee and its recommendations. The Board of Directors will, by secret ballot, vote on the recommendations. After the Board of Director's decision an announcement of the successful Bid will be done.

**Notes:**

- The Bidding Organisations will not be allowed to make a presentation to the Board of Directors prior to the selection vote on the candidatures. This saves time and money.
- Feedback will be provided to those who are unsuccessful by the ILS Events Management Committee. The timing for the proposed Conferences should minimise any conflict with other major or important ILS events and other like world-wide events.

## Key considerations in the evaluation

Key considerations in the evaluation will include:

### 1. Accessibility

- Location of venue in the Country and Region for prospective participants.
- Consideration for people with mobility and sensory disabilities.
- Travel between accommodation and conference venue and also any workshop or excursion sites.

### 2. Affordability

- Costs of registration and associated fees.
- Range of accommodation options and costs.
- Consideration for those from Developing Nations.
- Travel costs.
- Living costs.

### 3. Contribution to objectives

- Contribution to ILS and Global Drowning Prevention strategy and objectives

### 4. Safety and Security

- Safety of the Country for participants from all nations.
- General safety of the community and visitors to the State/Province.
- General safety of the community and visitors to the town or city.
- Any health concerns.

### 5. Drowning prevention need of the Country and Region

### 6. Conference Venue

A conference venue, facilities and configuration sufficient to cater for the WCDP with meetings, plenary and a minimum of 6 simultaneous breakout sessions.

## Bidding Documents

The bidding documents comprise:

- This Letter of Invitation.
- APPENDIX 1. The Procedural Overview: This document describes the procedural overview for the WCDP 2029 events.
- APPENDIX 2. The Bid Application Form: This document is the official bidding form that must be filled in before the deadline of 15 June 2026.
- APPENDIX 3. The Rules of Conduct: This document describes the rules of conduct during the bidding period.
- APPENDIX 4. The Host Agreement: This document is an example of the Agreement that the selected hosting organisation will have to sign with ILS.
- APPENDIX 5. The Financial Plan: This document is the template for the Financial Plan that must be submitted with the Bid Application Form.

Should you have more questions, please do not hesitate to contact the ILS Headquarters.

Best regards,



Dr. Harald Vervaet PhD  
Secretary General