

DFSG Research Groups – Guidelines

Updated 23 September 2026

These guidelines apply to all DFSG Research Groups operating under the umbrella of the Diabetic Foot Study Group (DFSG). Research Groups are intended to foster collaboration, support early-career researchers, and generate high-quality scientific outputs aligned with the DFSG mission.

1) Purpose and Alignment

DFSG Research Groups are expected to contribute to the advancement of research, education, and innovation in diabetic foot care. Activities should align with the strategic priorities and scientific objectives of the DFSG, promoting multicentre collaboration and excellence.

2) Governance and Coordination

Each Research Group should ensure appropriate coordination and continuity. It is recommended that groups designate:

- At least one Group Lead (senior member or appointed coordinator), and
- At least a Junior Coordinator, supporting engagement of early-career researchers.

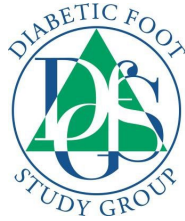
While organisational support (e.g., scheduling, logistics, agendas, minutes) may be requested from the DFSG Secretariat, Research Groups are expected to take primary responsibility for planning and coordination, with active involvement of junior scientists.

3) Meetings and Documentation

Research Group meetings should be structured and goal-oriented, with:

- clear objectives
- defined action points
- documented outcomes or brief meeting summaries

Groups are encouraged to meet at least twice per year, either virtually or in person, to maintain progress and accountability.



4) Participation at DFSG Conferences

Free Registration for Junior Scientists

Junior scientists actively involved in a DFSG Research Group may be eligible for free registration to DFSG conferences.

This benefit should be linked to meaningful contribution, such as:

- participation in group activities
- involvement in ongoing projects
- abstract submission or scientific engagement

Research Groups should communicate to the DFSG Secretariat as early as possible which junior members will attend and require registration support.

5) Meeting Space at DFSG Conferences

DFSG conferences will provide, when feasible, a designated meeting room and timeslot for Research Groups.

Groups should inform the DFSG Secretariat in advance regarding:

- requested duration
- preferred timing
- expected number of participants

This ensures appropriate logistical planning and equitable access.

6) Scientific Outputs and Deliverables

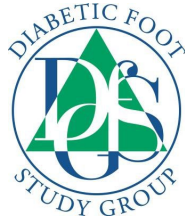
Research Groups are encouraged to generate tangible scientific outputs, including:

- conference abstracts and presentations
- peer-reviewed publications
- collaborative grant proposals
- consensus documents or educational initiatives

All outputs should appropriately acknowledge the DFSG framework when relevant.

7) Biannual Reporting to the Executive Committee

Each Research Group must submit a report every second year to the DFSG Executive Committee.



Reports should include, at minimum:

- key activities and meetings held
- progress on research aims and ongoing projects
- scientific outputs (abstracts, publications, collaborations)
- group membership updates (if applicable)
- plans and deliverables for the next period
- any support needs (logistical, methodological, networking)

The Executive Committee may provide feedback to support the group's development and alignment with DFSG priorities.

8) Support and Communication

The DFSG Secretariat and Executive Committee remain available to facilitate coordination, visibility, and networking opportunities across Research Groups. Open communication is encouraged to maximise collaboration and avoid duplication of efforts.

These guidelines are intended to ensure transparency, continuity, scientific productivity, and meaningful engagement of both senior and junior members within the DFSG Research Group structure.