

Minutes of The Council meeting for
The Asian Federation of Laboratory Animal Science Associations (AFLAS)

November 28, 2015 (9:50am – 11:50pm)

Raffles City Convention Centre (RCCC), Singapore

Summary:

-Discussion was performed for establishing a consortium for better use of non-human primates.

-Election of host associations or societies for 9th AFLAS Congress in 2020 will start from next year and decided at 2016 council meeting in Singapore.

-Welcome and Congratulations, a New AFLAS member. Sri Lanka Association for Laboratory Animal Science (SLALAS), has agreed to join to AFLAS.

-Supporting program for education and training activities of Laboratory Animal Science and Technology (ETALAST) for AFLAS member associations or society will start in December 2015.

- Discussion was performed for establishing AFLAS Journal.

A table of Contents:

1. Opening remarks
2. An address of welcome: AFLAS President Yi Quan Tay (President of SALAS)
3. The delegates and Participants of the Council meeting

(1) AFLAS Council member

Chinese Association for Laboratory Animal Science (CALAS)

Dr. Qin Chuan (Vice President of AFLAS & President of CALAS)

Dr. Gao Ran

Indonesia Association for Laboratory Animal Science (IALAS)

Dr. Joko Pamungkas (President of IALAS)

Japanese Association for Laboratory Animal Science (JALAS)

Dr. Nobuhito Hayashimoto (Representative of JALAS)

Dr. Noriyuki Kasai (Vice President & Secretary-General of AFLAS)

Korean Association for Laboratory Animal Science (KALAS)

Dr. Chuelkyu Kim (President of KALAS)

Laboratory animal science association of Malaysia (LASAM)

Dr. Goh Yong Meng (Representative of LASAM)
Philippine Association for Laboratory Animal Science (PALAS)

Dr. Nilda Munoz
Singapore association for laboratory animal science (SALAS)
Mr Tay Yi Quan (Shawn) (President of AFLAS & SALAS)
Dr. Leslie Retnam
Dr. Bernard Baysic Vice-President SALAS
Dr. Shiela Margallo
Dr. Timothy Chua

Observer

Sri Lanka Association for Laboratory Animal Science (SLALAS)
Dr. Mangala Gunatilake (Founder, Founder President, Managing Director)

Absent

Chinese Taipei Society for Laboratory Animal Science (CSLAS)
Laboratory Animal Scientist's Association (LASA) in India
Thai Association for Laboratory Animal Science (TALAS)

(2) The present Executive board member for 2015-2016

President: Mr. Yi-Quan Tay (President of SALAS)
Immediate past-President: Dr. Abdul Rahim Mutalib (LASAM)
Vice-President: Dr. Chuel-Kyu Kim (KALAS)
Vice-President: Dr. Qin Chuan (CALAS).
Vice-President & Secretary-general of AFLAS: Dr. Noriyuki Kasai (JALAS)
Auditor: Dr Arvind Ingle (LASA India)

AFLAS President Shawn Tay (President of AFLAS & SALAS) was elected as a Chair.

2016 AFLAS Congress Preparatory meeting.

Introduction for preparation by AFLAS President Yi Quan Tay (President of SALAS) was followed by the explanation of the current situation for preparation and time schedule by ADRENALIN, event agent.

Confirmation of New Rule of the budget

Before starting AFLAS Business, we confirmed new rule decided in last council meeting in Kuala Lumpur and mentioned in Appendix of By-laws as follows.

3. The rule for spending the budget (discussed in Seoul meeting)

Registration fee of AFLAS Congress for the Council Members except Host Members could be paid from AFLAS.

3-2. The rule for spending the budget decided at Seoul meeting in 2005 was amended at the council meeting of Kuala Lumpur in 2014 as follows;

The rule was discontinued because the financial support was decided for the new project of training and education for AFLAS members. Therefore, AFLAS does not pay registration fee of AFLAS Congress for the Council Members.

AFLAS business

(1) Financial Report

Secretary general Dr. Kasai reported implementation of a budget.

1) Balance for years of 2014-2015

1. Revenues

		US Dollar(\$)	JPN Yen(¥)
1.1	Carry-over	13,604.03	2,215,043
1.2	Membership dues for 2014 -China	2,000.00	
1.3	Membership dues for 2014&2015 -Malaysia	400.00	
1.4	Membership dues for 2014&2015 -Singapore	400.00	
1.5	Membership dues for 2014&2015 -Philippines	400.00	
1.6	Membership dues for 2014&2015 -Thailand	400.00	
1.7	Membership dues for 2014&2015 -Indonesia	400.00	
1.8	Membership dues for 2012-2015 -India, DE 800USD		91,080
1.9	Membership dues for 2015 -Korea	2,000.00	
1.10	Membership dues for 2015 -Japan, (DE 2000USD)		241,280
1.11	Membership dues for 2015 -China, (DE 2000USD)		243,080
1.12	Interest (1)	0.48	
1.13	Interest (2)		162
1.14	Interest (3)	0.46	
1.15	Interest (4)		147
1	Total Revenue	19,604.97	2,790,792 (DE 23,256)

DE: USD Equivalence to JPY

2. Expenditures

		US Dollar(\$)	JPN Yen(¥)
2.1	Support for Congress Meeting in Malaysia 2014	5,000.00	
2.2	Registration fee for Representatives of Council Meeting in Malaysia 2014 (8× ¥41,000), DE: 2,720 USD		328,000
2.3	Membership dues of AAALAC International 2014	100.00	
2.4	Remittance and Lifting Charge for 1.8 (India)		1,500
2.5	Web site management fee		108,000
2.6	Bank Transfer fee for 2.2		432
2.7	Support for 2015 KALAS-AFLAS Joint Symposium in Korea	2000.00	
2.8	Remittance and Lifting Charge for 1.11 (China)		1,500
2	Total Expenditures	7,100.00	439,432 (DE 3,662)

	US Dollar(\$)	JPN Yen(¥)
Balance (1-2)	12,504.97	2,351,360 (DE 19,595)

3. Asset (Nov. 2015)

		US Dollar(\$)	JPN Yen(¥)
3.1	Deposit in the Bank Account	11,604.97	2,318,703
3.2	Cash	900.00	32,657
3	Total	12,504.97	2,351,360 (DE 19,595)

2) Proposed Budget for 2015-2016

1. Revenues

		US Dollar(\$)	JPN Yen(¥)
1.1	Carry-over	12,504.97	2,351,360
1.2	Membership dues for 2016 -China	2,000.00	
1.3	Membership dues for 2016 -Korea	2,000.00	
1.4	Membership dues for 2016 -Japan	2,000.00	
1.5	Membership dues for 2016&2017 -Chinese Taipei	2,000.00	
1.6	Membership dues for 2016&2017 -Singapore	400.00	
1.7	Membership dues for 2016&2017 -India	400.00	
1.8	Membership dues for 2016&2017 -Indonesia	400.00	
1.9	Membership dues for 2016&2017 -Malaysia	400.00	
1.10	Membership dues for 2016&2017 -Phillipine	400.00	
1.11	Membership dues for 2016&2017 -Thailand	400.00	
1.12	Interest (1)	1.00	
1.13	Interest (2)		300
1	Total Revenue	22,905.97	2,351,660 (DE 19,597)

DE: USD Equivalence to JPY

2. Expenditures

		US Dollar(\$)	JPN Yen(¥)
2.1	Web site management fee		108,000
2.2	Bank Transfer fee for 2.1		432
2.3	Membership dues of AAALAC International 2015	100.00	
2.4	Support for Congress Meeting in Singapore	5000.00	
2.5	Travel Cost for Dr. M Gunatilake (Managing Director of SLALAS) to Singapore 2015	400.00	
2.6	Travel Cost for AFLAS Secretariat to Singapore 2015*		120,000
2.7	Travel Cost for Experts of Education and Training Program	2,000.00	
2.8	Reserve	15,405.97	2,123,228
2	Total Expenditures	22,905.97	2,351,660 (DE 19,597)

* Travel Cost of N. Kasai is calculated in accordance with the travel provision of Tohoku Univ.

DE: USD Equivalence to JPY

1) Balance for years of 2014-2015

Secretary General Dr. Kasai reported the Revenues and Expenditures of 2014-2015. The balance was audited by President Shawn Tay because present auditor, Dr. Ingle (LASA India), was absent in this meeting. President Shawn Tay reported that he admitted the budget was fair enforcement as a result of the audit. The council members approved this balance unanimously.

2) Proposed Budget for 2015-2016

Secretary general Dr. Kasai proposed following budget for 2015-2016.

Some comments were addressed as follows,

The amount expressed in Japanese Yen hopefully is expressed US dollars, too because of easy understanding.

Membership of AAALAC international BOT should be cleared because of expensive travel expense for attending to BOT meeting in USA.

3) Confirmation of Annual membership due

See AFLAS STATUTES and Appendix of BY-LAWS.

(2) Major Activities of AFLAS in 2014-2015.

During this financial year, we hold two big meetings as follows.

1) 2014 AFLAS Congress in Kuala Lumpur, Malaysia

-Date: November 11th-12th, 2014.

-Venue: The Royale Chulan Hotel, Kuala Lumpur, Malaysia.

Dr. Goh, LASAM, reported the results of the Congress using power point with some pictures. It will be up on AFLAS website.

2) 2015 KALAS-AFLAS Joint Symposium: Reported by Tay Yi Quan (Shawn), AFLAS President as follows:

“As a follow up to the KALAS-AFLAS Joint Symposium (which I attended at the kind invitation from KALAS), it was very successful and my heartiest congratulations for KALAS's 30th anniversary! During the symposium discussion after the respective presentations (as Co – Chair of the session), a suggestion for an Asian Primate Center Consortium was received (in the future). This will hopefully facilitate greater utilization and improvement of primate resources and transportation especially in Asia. We may table this suggestion of this consortium as a council meeting agenda item during the council meeting in Singapore at 28th Nov 2015.”

The followings are matters discussed.

- There are two measures for resolving this problem, one is to continue Charter flight and second is that we continuously reach out to the animal protection groups for them to understand about the significance for medical research using non-human primates.
- Within China, the problem is lesser than other countries because some airplanes are still accepting transportation of non-human primates.
- Even in Asian countries, situation is different. Some countries have ceased to use non-human primates for research.
- It is necessary that this problem is better resolved with the establishment of the consortium in Asia, in which Suppliers' groups and Users' groups in Asia will gather and discuss.

After discussion, it is decided to establish a consortium. A type of the consortium such as it will be in or out of AFLAS, how and who to run it, etc. will be discussed in AFLAS.

-As leading figures, several persons who participated in KALAS-AFLAS symposium will be nominated in member associations and society.

-Timeline will be made for establish a consortium by the next council meeting in 2016 Singapore.

Dr. Joko, IALAS (Indonesia) President will make a plan and timeline for establishing the consortium with President Tay and speakers in KALAS-AFLAS symposium in this summer.

(3) Confirmation of host association or society for 2018 Congress

Host associations: Laboratory Animal Scientist's Association (LASA) in India

Dr. Arvind INGLE, President of LASA in India, is absent. He gives a message as they will start working for preparation next year and update you in the AFLAS 2016 Congress.

(4) Election of host associations or societies for 9th AFLAS Congress in 2020

AFLAS Office begins inviting applications for hosting 2020 Congress immediately after the council meeting. Deadline is the end of June, 2016. A host association for 2020 Congress will be decided at the council meeting in 2016 Congress in Singapore.

(5) Joining a new member to AFLAS

Sri Lanka Association for Laboratory Animal Science (SLALAS) expressed to join AFLAS last year and AFLAS Office circulated documents of application to council members in March, 2015. These documents can be seen on last three Pages.

After introduction about SLALAS by Dr. Mangala Gunatilake, SLALAS Founder,

Founder President, Managing Director, and discussion, it was approved unanimously. Annual membership due of SLALAS was also decided to be one unit, 100USD. SLALAS becomes eleventh member association in AFLAS. Welcome and Congratulations!

(6) Supporting program for education and training activities of Laboratory Animal Science and Technology (ETALAST) for AFLAS member associations or society. Supporting program was decided and the committee for training and education of laboratory animal science was established in the last council meeting on 2014 AFLAS Congress in Malaysia. Aim is to support the activities for training and education of laboratory animal science including techniques, animal welfare and experimental ethics in the member associations or society. The AFLAS Office starts to accept application forms from each associations and society for next financial period (December 2015 to November 2016).

Guidelines for applicants in December 2015 to November 2016 financial period

- *AFLAS supports travel expense of lecturers or experts for training and education activities of each association or society.
- *Total Number of lecturers or experts supported: Three for three member associations or society
- *Total amount of grant per year: Approximately 2000USD/ 600-800USD for each activity
- *The term of accepting Applications: January to March 2016. Deadline is March 15, 2016.
- *The activities supported should be from April to December 2016.
- *Activities adopted is to decided by the committee for education and training of laboratory animal science (CETLAS).
- *Contents of Application form

The program title:

Inviting Lecturer (Name, Title and Affiliation if possible):

Approximate date of the program held:

Amount of travel expense:

A Copy of Abstract

Applicant (Name of association or society, Name of President and Liaison, etc.)

The Committee member for training and education of laboratory animal science is as follows. After this meeting, AFLAS Office is going to confirm the members.

Dr. Qin Chuan (CALAS)

Dr. Wei-Jeng Chang (CSLAS) ---今月大会後変更あり

Dr. Pudji Astuti (IALAS)
Dr. Atsuo Ogura (JALAS)
Dr. Beom-Suk Han (KALAS)
Dr. Arvind Ingle (LASA India)
Dr. Abdul Rahim Mutalib (LASAM)
Dr. Rolillo Rodrigo Resuello (PALAS)
Mr. Tay Yi Quan (SALAS)
Dr. Mangala Gunatilake (SLALAS)
Dr. Parntep Ratanakorn (TALAS)
Dr. Noriyuki Kasai (AFLAS Secretary-general & JALAS)

(7) Others

AFLAS Journal

Dr. Qin Chuan (CALAS) proposed an urgent subject for discussion, that is, Establishment of AFLAS Journal.

Proposal: a Letter from Professor Qin Chuan to Dr Kasai just one day before the meeting.

There is a proposal that I want to make during this Council meeting. Since there is no international journal on Laboratory Animal Sciences in Asia, I am thinking we can work together to found one. I have requested Chinese government, and they have paid high attention to Laboratory Animal Sciences. So, the fund would not be a problem. And also we have enough resources for this journal from members of AFLAS, even from ICLAS. This journal could be a quarterly or semi-annual (two times a year). It would be a great opportunity to improve Laboratory Animal Sciences.

Dr. Qin Chuan, MD. PhD

Vice President and Secretary General, Chinese Association for Laboratory Animal Science (CALAS), Vice President of AFLAS

In the discussion, firstly Dr Qin Chuan addressed about necessity of an international journal for Laboratory Animal Science in Asia, and it should be issued by AFLAS. She also told us that Chinese government decided to give us financial support for publishing such kind of journal in AFLAS just a couple days before this council meeting.

Next, Secretary-General Dr. Kasai introduced past discussion appeared in the minutes about AFLAS Journal in the council meetings as follows.

* First discussion was done in the Council meeting at the First AFLAS Congress on

Friday 21 May, 2004, in Nagasaki, Japan

“AFLAS Journal: Although we discussed about establishment of AFLAS Journal including finances such as sponsor of the Journal, it was decided that this issue will be further discussed.”

*Second discussion was done in the Council meeting at the Second AFLAS Congress on August 31, 2006 Jeju International Conference Center in Jeju, Korea

“ABOUT AFLAS JOURNAL: Dr. Qin Chuan explained that Chinese government may help to edit AFLAS journal. Therefore, we will discuss more in the next council meeting whether AFLAS will publish the journal.

Other discussions were performed as follows:

- There is a journal in English published quarterly in January, April, July and October by JALAS, named “Experimental Animals”, but most of editors are scientists from Japan. Therefore, a journal published in Asia by AFLAS is significant.
- Financial support from Chinese government may be continued at least for five years.
- Financial support from Chinese government is very welcome, but it should not be done directly by the government. It is better that all financial support from any government can be accepted through each member association or society. Also, any AFLAS member associations or society can financially support AFLAS Journal depending upon their financial situation. Diverse supporting resources would be expected a long term support from government bases and private bodies bases such as companies and research organizations.
- There are diversified ways for publishing journal currently, not only paper or printing bases but also electric publishing using internet. The latter must be kept down expenses.

After the discussion, the following matters were confirmed.

- All of participant support to establish AFLAS Journal.
- AFLAS Office will gather opinions and ideas from council members and member associations and society, then distribute them to all associations and society for discussion in each association or society.
- AFLAS will establish an investigative committee and will hold its meeting around spring to summer next year in an appropriate venue.
- As a prospect, decision for establishing AFLAS Journal will be done at the council meeting held at 2016 AFLAS Congress in Singapore. And then, hopefully, an editorial board will start, decide details of publishing and publish AFLAS Journal by the end of the year 2017.

AFLAS Official Home page: <http://www.aflas-office.org/>

*Please send AFLAS Office your photo to put in the AFLAS website.

The council meeting and the preparatory meeting were over at 11:50 am.

The materials for joining SLALAS to AFLAS

SRI LANKA ASSOCIATION FOR LABORATORY ANIMAL SCIENCE

Office: Dept. of Physiology, Faculty of Medicine, University of Colombo, Kynsey road,
Colombo 08, Sri Lanka
Phone: +94(1)2695300 ext. 205; Fax: +94(1)2691581; Email: mangalagunatilake@hotmail.com

Dr. Mr. Tay Yi Quan
President of AFLAS
(The Asian Federation of Laboratory Animal Science Association)
C/O Institute for Animal Experimentation
Tohoku University Graduate School of Medicine
2-1 Seiryomachi, Aoba-ku, Sendai, Miyagi 980-8575 JAPAN

Dear Sir,

Sri Lanka Association for Laboratory Animal Science (SLALAS) was established in December 2012 with a group of scientists/researchers who have an interest in the subject. Our Association is a registered organization in Sri Lanka. The general objective of SLALAS is to advance scientific understanding and knowledge of the use, care and welfare of laboratory animals and promote 3Rs concept while promoting the exchange of scientific information among persons interested in laboratory animal science by means of scientific meetings, group discussions, lectures etc.

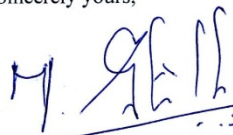
As a young scientific association we were able to conduct workshops in several universities in order to enhance knowledge and skills of researchers in the field. Also we conducted two successful Scientific Conferences in January 2014 and 2015 at the Faculty of Medicine, Colombo and Medical Research Institute. Our Inaugural Conference with pre and post Conference workshops was held with the participation of several International speakers from different parts of the world. Prof Noriyuki Koibuchi of Gunma University, Japan was the Guest speaker at the Inaugural Conference.

It is necessary to affiliate with international organizations to broaden our horizons for the benefit of our members. Therefore, we would like to become a member of AFLAS for which the Executive Committee of SLALAS gave approval at its meeting held on 13th March 2015.

We hope that SLALAS could be accepted as a new member in the AFLAS organization. We would be very much obliged if you consider our request favorably.

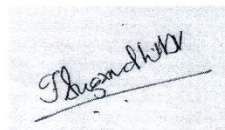
Thank you,

Sincerely yours,



26/03/15

Prof Mangala Gunatilake
Founder, Founder President &
Managing Director of SLALAS



Dr Sugandhika Suresh
President/ SLALAS- 2015

QUESTIONNAIRE

From AFLAS

- ◎ **The name of the Association or Society for laboratory animal science:**
SRI LANKA ASSOCIATION FOR LABORATORY ANIMAL SCIENCE (SLALAS)
- ◎ **Representative of the Association or Society**
Name: Prof Mangala Gunatilake
Position: Founder, Founder President, Managing Director
Affiliation: University of Colombo
Mailing address: Dept. of Physiology, Faculty of Medicine, Kynsey road, Colombo 08, Sri Lanka.
Phone: 94 1 2695300 ext 205, 94 71 8308096
Fax: 94 1 2691581
E-mail mangalagunatilake@hotmail.com
- ◎ **Liaison for the Association or Society**
Name: Dr Sugandhika Suresh
Position: President of SLALAS-2015
Affiliation: University of Sri Jayawardanapura
Mailing address: Dept. of Biochemistry, Faculty of Medical Sciences, Gangodawila, Nugegoda, Sri Lanka
Phone: 94 1 2803578, 94 777314565
Fax: -
E-mail: malalavidhane@yahoo.com, malalavidhane@hotmail.com.
- ◎ **The name of the committee or section for the liaison section of Association or Society:**
Board of Directors headed by the Managing Director
- ◎ **The Name of Journal, Newsletter or any periodicals of Association or Society:**
Name: Newsletter of SLALAS
Language: English
Publication Frequency: 2 volumes per year
- ◎ **The number of members of the Association or Society:**
43
- ◎ **The ratio of members' categories:**
41 Life Members : 2 Honorary Members : 1 Regular Member
- ◎ **Any other information of the Association or Society:**
Founded in Dec 2012
- ◎ **Describe any comment on AFLAS activity:**
Prof Abdul Rahim Mutalib former President of AFLAS and Dr

Montip Gettayacamin encouraged our association to affiliate with AFLAS for scientific benefits as ALAS organizes fruitful scientific Sessions.

Recommendation letter from Montip Gettayacamin

26th March 2015

Mr. Tay Yi Quan
The President,
Office: <http://www.aflas-office.org/>
The Asian Federation of Laboratory Animal Science Association (AFLAS)
C/O Institute for Animal Experimentation
Tohoku University Graduate School of Medicine
2-1 Seiryomachi, Aoba-ku, Sendai, Miyagi 980-8575 JAPAN

Dear Mr. Tay Yi Quan,

Recommendation letter to support Sri Lanka Association for Laboratory Animal Science

Sri Lanka Association for Laboratory Animal Science (SLALAS) was established in December 2012 having its general objective to advance scientific understanding and knowledge of the use, care and welfare of laboratory animals and promote 3Rs concept while promoting the exchange of scientific information among persons interested in laboratory animal science by means of scientific meetings, group discussions, lectures etc.

In order to facilitate further in achieving the general objective of SLALAS, the Inaugural Scientific Conference with pre and post Conference workshops on alternatives were held in 24th – 26th January 2014 at the Faculty of Medicine, University of Colombo which was a very successful meeting. The former President of AFLAS, Prof. Abdul Rahim Mutalib and I participated in this conference as invited speakers with several other international speakers. This also provided an opportunity to promote fellowship among scientists and researchers in the laboratory animal science field.

SLALAS which is a young Association is developing well to fulfill its responsibilities to the scientific community and in this context it is necessary to have international affiliations as well for its success. Therefore, I strongly recommend to accept SLALAS as a member of AFLAS and to identify Prof. Mangala Gunatilake, Founder, Founder President and Managing Director of SLALAS as the contact person.

Yours Sincerely,



Dr. Montip Gettayacamin, DVM, DACLAM
Senior Director for Southeast Asia
AAALAC International

Secretary General Dr. Kasai is responsible for the minutes.

December 16th, 2015