

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

June 20, 2019

Empress Hotel, Chiang Mai, Thailand

The meeting was opened at 10:30 am

Contents

1. Opening remarks
2. An address of welcome: AFLAS President Dr. Parntep Ratanakorn, (President of TALAS)
3. The delegates and Participants of AFLAS Council members
 - Chinese Taipei Society for Laboratory Animal Science (CSLAS)
 - Dr. Chiung-Tong Chen (President of CSLAS)
 - Japanese Association for Laboratory Animal Science (JALAS)
 - Dr. Nobuhito Hayashimoto (Representative of JALAS, Assistant Secretary of AFLAS)
 - Korean Association for Laboratory Animal Science (KALAS)
 - Dr. Han-Woong Lee (Vice President of KALAS)
 - Laboratory animal science association of Malaysia (LASAM)
 - Dr Anisah Nordin (President of LASAM)
 - Dr John Shia Kwong Siew (Treasurer of LASAM)
 - Anee Suryani Sued (Secretary of LASAM)
 - Singapore association for laboratory animal science (SALAS)
 - Mr. Ng Beng Sern, Benson, (Representative of SALAS)
 - Thai Association for Laboratory Animal Science (TALAS)
 - Dr. Parntep Ratanakoorn (President of AFLAS and TALAS)
 - Dr. Montip Gettayacamin (Representative of TALAS)

AFLAS Office

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

Dr. Nobuhito Hayashimoto (Assistant Secretary of AFLAS)

Absent

Chinese Association for Laboratory Animal Science (CALAS)

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

Indonesia Association for Laboratory Animal Science (IALAS)

Dr. Fitriya N. Dewi (President of IALAS)

Laboratory Animal Scientist's Association (LASA) in India

Dr. Arvind Ingle (President of LASAI)

Philippine Association for Laboratory Animal Science (PALAS)

Dr. Melissa Rondina (Representative of PALAS)

Sri Lanka Association for Laboratory Animal Science (SLALAS)

Dr. Inoka Sandanayake (President of SLALAS)

(2) The Executive board member for 2019-2020

President: Dr. Parntep Ratanakorn (TALAS)

Immediate past-President: Dr. Arvind Ingle (LASA India)

Vice-President: Dr. Rohani Cena, DVM (PALAS)

Vice-President: Dr. Qin Chuan (CALAS)

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

Auditor: Dr. Han-Woong Lee (KALAS)

4. AFLAS business

(A) Financial Report

Secretary General Dr. Kasai presented the balance sheet and statement of income and expenditure of AFLAS

1) Balance for years of 2018-2019 See Table 1

The balance sheet and statement of income and expenditure was audited by Auditor, Dr. Han-Woong Lee (KALAS). He reported that the balance sheet and statement of income and expenditure have been drawn up in accordance with the accounting principles. The council members approved this balance sheet and statement of

Accounts unanimously.

Table 1

[1] Balance for years of Dec. 2018- Jun. 2019

1. Revenues

		US Dollar(\$)	JPN Yen(¥)
1.1	Carry-over	12,955.26	1,896,639
1.2	Membership dues for 2018&2019 - Chinese Taipei	2,000.00	
1.3	Membership dues for 2018&2019 - India	400.00	
1.4	Membership dues for 2018&2019 - Indonesia	400.00	
1.5	Membership dues for 2018&2019 - Singapore	400.00	
1.6	Membership dues for 2018&2019 - Sri Lanka	200.00	
1.7	Membership dues for 2019 - Japan (2,000USD)		224,560
1.8	Membership dues for 2019 - Korea (2,000USD)		215,040
1.9	Interest (1)	9.98	
1.10	Interest (2)		8
1	Total Revenue	16,365.24	2,336,247 (21,433USD)

2. Expenditures

		US Dollar(\$)	JPN Yen(¥)
2.1	Travel Cost for Qingdao Meeting 2018 (Dr. Ingle)	700.00	
2.2	Travel Cost for Qingdao Meeting 2018 (Dr. Munoz)	800.00	
2.3	Travel Cost for Qingdao Meeting 2018 (Dr. Seong)	700.00	
2.4	Travel Cost for AFLAS Secretariat to India 2018*		147,060
2.5	Remittance Charge for 1.9 (Korea)		1,500
2.6	Website management fee		108,000
2.7	Bank Transfer fee for 2.5		432
2	Total Expenditures	2,200.00	256,992 (2,358USD)

* Travel Cost for AFLAS Secretariat was calculated in accordance with the travel provision of Tohoku Univ.

Balance (1-2)

14,165.24 2,079,255
(19,075USD)

3. Asset (Jun. 2019)

		US Dollar(\$)	JPN Yen(¥)
3.1	Deposit in the Bank Account	11,665.24	2,079,255
3.2	Cash	2,500.00	0
3	Total	14,165.24	2,079,255 (19,075USD)

2) Proposed Budget for years of 2019-2020 See Table 2.

Secretary General Dr. Kasai proposed following budget for 2018-2019. The council members approved the proposed budget unanimously.

AFLAS had paid 100 USD as annual membership due until 2017. But Dr. Montip Gettayacamin, Senior Director for Southeast Asia, AAALAC International Southeast Asia Office, explained that AAALAC International has no longer collected annual fee from member organizations.

Table 2

[2] Proposed Budget for Jun. 2019 -Jun. 2020

1. Revenues

		US Dollar(\$)	JPN Yen(¥)
1.1	Carry-over	14,165.24	2,079,255
1.2	Membership dues for 2019&2020 - China	4,000.00	
1.3	Membership dues for 2020 - Korea	2,000.00	
1.4	Membership dues for 2020 - Japan	2,000.00	
1.5	Membership dues for 2020&2021 - Chinese Taipei	2,000.00	
1.6	Membership dues for 2020&2021 - India	400.00	
1.7	Membership dues for 2020&2021 - Indonesia	400.00	
1.8	Membership dues for 2020&2021 - Malaysia	400.00	
1.9	Membership dues for 2020&2021 - Phillipine	400.00	
1.10	Membership dues for 2020&2021 - Singapore	400.00	
1.11	Membership dues for 2020&2021 - Thailand	400.00	
1.12	Membership dues for 2020&2021 - Sri Lanka	200.00	
1.13	Interest (1)	9.98	
1.14	Interest (2)		8
1.15	Interest (3)	9.98	
1.16	Interest (4)		8
1	Total Revenue	26,785.20	2,079,271 (19,076USD)

2. Expenditures

		US Dollar(\$)	JPN Yen(¥)
2.1	Travel Cost for AFLAS Secretariat to Thailand*		140,000
2.2	Support for 2020 AFLAS Congress meeting in Thailand	5,000.00	
2.3	ETALAST 2018 Program for China	700.00	
2.4	The fund of ETALAST 2019 program	2,100.00	
2.5	The fund of ETALAST 2020 program	2,100.00	
2.6	Website management fee		108,000
2.7	Bank Transfer fee		40,000
2.8	Reserve	16,885.20	1,931,271
2	Total Expenditures	26,785.20	2,079,271 (19,076USD)

* Travel Cost of AFLAS Secretariat is calculated in accordance with the travel provision of Tohoku Univ.

3) Confirmation of Annual membership fee

See AFLAS STATUTES and Appendix of BY-LAWS.

(B) AFLAS Activities in 2018-2019

1) 2018 AFLAS Council Meeting in Bangalore, India

Eighth AFLAS Congress in Bangalore, India

-Date: November 29th -December 1st, 2018

-Venue: Hotel ITC Gardenia, Bangalore, India

2) 2018 AFLAS Council Meeting in Bangalore, India

-Date: November 29th, 2018

-Venue: Hotel ITC Gardenia, Bangalore, India

See the “Minutes of The Council meeting for The Asian Federation of Laboratory Animal Science Associations (AFLAS), November 29, 2018” in Minute page of AFLAS website.

3) AFLAS ETALAST Funding Program in 2019

Supporting program for education and training activities of Laboratory Animal Science and Technology (ETALAST) for AFLAS member associations or society.

According to decision in the council meeting in 2015, the AFLAS Office started to accept application forms from each associations and society for the financial period of April 2019 to March 2020 in December, 2018.

Four applications were submitted from each member associations or society. As results of discussion and voting in the committee members, following three applicants were selected for ETALAST Program in this year.

-Applicant: Dr. Anisah Nordin (LASAM)

Title: Workshop on the Assessment and Management of Pain in Mice and Rats

-Applicant: Fitriya N. Dewi, DVM, Ph.D., Cert.LAM (IALAS)

Title: Training for Laboratory Animal Veterinarians in Research Facility:

Understanding the Role and Responsibility of “Attending Veterinarian”

-Applicant: Rohani B. Cena, DVM (PALAS)

Title: Advancing Refinement for Better Quality Research

-Committee members of ETALAST at December, 2018 were as follows;

Dr. Qin Chuan (CALAS), Dr. Chiung-Tong Chen(CSLAS), Dr. Imelda Winoto(IALAS), Dr. Atsuo Ogura (JALAS), Dr. Jeong Seok Nam (KALAS), Dr. Arvind Ingle (LASA India), Dr.Yong-Meng Goh (LASAM), Dr. Rohani B. Cena (PALAS), Mr. Tay Yi Quan (SALAS), Dr. Dr.Inoka Sandanayake (SLALAS), Dr. Parntep Ratanakorn (TALAS), Dr. Noriyuki Kasai (AFLAS Secretary-general)

-The Programs of next year (2020): The AFLAS Office is going to accept applications of ETALAST Program for the period of April 2020 to March 2021 from December, 2019.

“The General Guide for AFLAS Supporting Program of Education and Training Activities for Laboratory Animal Science and Technology (ETALAST)” is available in AFLAS Official website (<http://www.aflas-office.org/>)

-New website page for ETALAST programs funded by AFLAS has been made in the AFLAS website. The list of ETALAST programs since 2016 appeared.

See <http://www.aflas-office.org/etalast.html>

(C) Introduction of preparation of 10th AFLAS Congress in 2022 in Korea

Host associations: Korean Association for Laboratory Animal Science (KALAS)

Dr.Han-Woong Lee introduced the preparation of the Congress.

Date: Oct. or Nov., 2022

Venue: Daejeon Convention Center (DCC)

Host: AFLAS Congress 2022 Organizing Committee, KALAS

Theme: Searching for Excellence in Laboratory Animal Science

---Expect 50-100 exhibitors / Over 1,000 delegates!---

(D) Introduction of preparation of 9th AFLAS Congress in 2020 in Chiang Mai, Thailand

Host associations: Thai Association of Laboratory Animal Science

Dr. Montip Gettayacamin introduced the preparation of the Congress.

Date: 22nd-26th June, 2020

Venue: The Empress Hotel, Chiang Mai, Thailand

(E) Start to accept bid of 11th 2024 AFLAS Congress host association or society.

AFLAS Office is planning to accept bid of 11th 2024 AFLAS Congress host association or society from around January 2020. It will be announced at the end of this year.

The election of the 2024 host association or society will be carried out at the 2020 or 2021 AFLAS council meeting.

(F) Others

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

New page for ETALAST Funding has been made in the website.