

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

*August to September, 2020  
E-mail Meeting*

**Message from the AFLAS President Dr.Parntep Ratanakorn**

Dear All Presidents of AFLAS member associations and society

It's been a while that we haven't met each other because of the pandemic threat of COVID-19.

AFLAS 2020 Chiang Mai also affected and has to be postponed to next year 2021 as you have already known.

By the way, to maintain our contact, Kasai Sensei has kindly created this communication to all AFLAS association members.

All news and our AFLAS business can be disseminated to you all. Thank you for his contribution and looking forward to having a face to face meeting with all friends when situation is available

Stay safe.

Sincerely yours,

Parntep Ratanakorn, President, AFLAS.

**Summary**

-AFLAS business and activities

- Ninth AFLAS Congress was postponed to June21-27, 2021 due to COVID-19 pandemic.
- The term of current executive board member was extended until the end of 9<sup>th</sup> AFLAS Congress due to postponement of its Congress.
- Balance for years of July 1<sup>st</sup>, 2019-June 30<sup>th</sup>, 2020 was approved on the condition of auditing the account for this balance will be done in 2021 together with the balance for years of 2020-2021 by the auditor.
- Proposed Budget for years of July 1<sup>st</sup>, 2020- June 30<sup>th</sup>, 2021 was approved.
- 2019 AFLAS Council Meeting was performed in Chiang Mai, Thailand on June 20, 2019.
- Period of AFLAS ETALAST Funding Program in 2020 is extended from the end of March 2021 to March 2022.
- AFLAS ETALAST Funding Program in 2021 will be carried out as planned.

#### -Schedule of AFLAS Congress

- 10<sup>th</sup> AFLAS Congress in Korea has been re-scheduled on September 20-22, 2023.
- 11<sup>th</sup> Congress and after will be held every two years from 2025, such as 2025, 2027, 2029.
- AFLAS Office will accept bid of 11<sup>th</sup> AFLAS Congress host association or society from around January 2021.

#### **Timeline for carrying out the E-mail council meeting**

- On August 12, 2020, an agenda for the council meeting was sent to all of AFLAS member associations and society.
- By September 10<sup>th</sup>, 2020, voting form for 5 subjects were collected from 10 associations of 11 associations and society.
- On September 12, 2020, the results of voting were distributed to AFLAS member associations and society.

#### **Contents of the council meeting**

##### **1. Presidents of AFLAS member associations and society & Executive of AFLAS**

###### 1-1 AFLAS Council members and their Presidents

Chinese Association for Laboratory Animal Science (CALAS)

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

Chinese Taipei Society for Laboratory Animal Science (CSLAS)

Dr. Yuan-Ji Day (President of CSLAS)

Indonesia Association for Laboratory Animal Science (IALAS)

Dr. Fitriya N. Dewi (President of IALAS)

Japanese Association for Laboratory Animal Science (JALAS)

Dr. Ichiro Miyoshi (President of JALAS)

Korean Association for Laboratory Animal Science (KALAS)

Dr. Han-Woong Lee (President of KALAS)

Laboratory Animal Scientist's Association (LASA) in India

Dr. Arvind Ingle (President of LASAI)

Laboratory animal science association of Malaysia (LASAM)

Dr Anisah Nordin (President of LASAM)

Philippine Association for Laboratory Animal Science (PALAS)

Dr. Melissa Marie Rondina (President of PALAS)

Singapore association for laboratory animal science (SALAS)

Dr. Bryan Tan (President of SALAS)

Sri Lanka Association for Laboratory Animal Science (SLALAS)

Dr. Ureshani Karunarathna (President of SLALAS)

Thai Association for Laboratory Animal Science (TALAS)

Dr.Parntep Ratanakorn (President of AFLAS and TALAS)

1-2 The Executive board member for 2018-2021

President: Dr. Parntep Ratanakorn (TALAS)

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

Vice-President: Dr. Rohani Cena (PALAS)

Vice-President: Dr. Qin Chuan (CALAS)

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

Auditor: Dr. Han-Woong Lee (KALAS)

1-3 AFLAS Office

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

Dr. Nobuhito Hayashimoto (Assistant Secretary of AFLAS)

HP: <http://www.aflas-office.org/index.html>

## **2. AFLAS business**

2-1 Postponement of 9<sup>th</sup> AFLAS Congress in Thailand

Ninth AFLAS Congress was scheduled in June 22-28, 2020 in Thailand, but it was postponed to June 21-27, 2021 due to COVID-19 pandemic.

-Details of postponement

AFLAS Office sent a questionnaire about holding 9<sup>th</sup> AFLAS Congress under COVID-19 pandemic at March 5, 2020 to all of AFLAS member associations and society. It asked members their opinions and suggestions about the situation of their countries or region and holding 9<sup>th</sup> AFLAS Congress in Chiang Mai, Thailand.

By March 11, 2020, all of the members returned their answers, and most of members answered that Postponing to next year seems to be a safer and practical option and the final decision should be up to TALAS organizers.

Finally, AFLAS/TALAS President Dr.Parntep Ratanakorn decided the postponement of 9<sup>th</sup> AFLAS Congress to June 21-27, 2021. AFLAS Office circulated the decision letter to AFLAS Members on March 20, 2020.

-See Ref. 1 in REFERENCE (Page 12) for the letter from AFLAS/TALAS President Dr.Parntep Ratanakorn.

2-2 Extension of term of executive board members

The term of current executive board member will be extended until the end of 9<sup>th</sup> AFLAS Congress due to postponement of its Congress.

## 2-3 Financial Report

### 2-3-1 Balance for years of July 1<sup>st</sup>, 2019-June 30<sup>th</sup>, 2020

See the following Table.

-Auditing account for this balance will be done in 2021 together with the balance for years of 2020-2021 by the auditor Dr. Han-Woong Lee (KALAS).

[1] Balance for years of July 1st, 2019 - June 30th, 2020

#### 1. Revenues

		US Dollar(\$)	JPN Yen(¥)
1.1	Carry-over	14,165.24	2,079,255
1.2	Membership dues for 2020&2021 - LASAM	400.00	
1.3	Membership dues for 2019 - CALAS (\$2,000) *	700.00	138,710
1.4	Interest (1)	16.17	
1.5	Interest (2)		16
1	Total Revenue	15,281.41	2,217,981 (20,729USD)

#### 2. Expenditures

		US Dollar(\$)	JPN Yen(¥)
2.1	ETALAST 2018 Program for CALAS *	700.00	
2.2	Remittance Charge for 1.3		1,500
2.3	Travel Cost for AFLAS Secretariat to Council meeting in Thailand * *		140,580
2.4	Bank Transfer fee for 2.3		216
2.5	ETALAST 2019 Program for PALAS (\$700)		76,748
2.6	Remittance Charge and Bank Transfer fee for 2.5		4,216
2.7	ETALAST 2019 Program for IALAS (\$700)		76,342
2.8	Remittance Charge and Bank Transfer fee for 2.7		2,220
2.9	ETALAST 2019 Program for LASAM (\$700)		76,342
2.11	Remittance Charge and Bank Transfer fee for 2.9		2,220
2.12	Website management fee		110,000
2.13	Bank Transfer fee for 2.12		440
2	Total Expenditures	700.00	490,824 (4,587USD)

\* Both 700USD in Revenue 1.3 and Expenditure 2.1 was offset each other due to saving a transfer fee.

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

<b>Balance (1-2)</b>	14,581.41	1,727,157 (16,142USD)
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#### 3. Asset (Jun 30th, 2019)

		US Dollar(\$)	JPN Yen(¥)
3.1	Deposit in the Bank Account	11,681.41	1,727,157
3.2	Cash	2,900.00	0
3	Total	14,581.41	1,727,157 (16,142USD)

Please express your association's intention for the balance of 2019-2020 finance on separated form of vote.

[Subject 1: Balance of 2019-2020 finance]

Vote: Check one of the boxes and write a comment if needed.

Agree     Disagree     Hold

Comment:

-Results of the voting for balance of 2012-2020 finance (Subject 1)

Agree: 8 (CALAS, IALAS, JALAS, LASAIndia, PALAS, SALAS, SLALAS, TALAS)

Disagree: 0

Hold: 2 (KALAS, LASAM)

Abstention: 1 (CSLAS)

Subject 1 was approved according to the provision I-6 in the AFLAS By-Law.

-Comments for hold from KALAS (President Dr. Han-Woong Lee):

(1) As an auditor, I need to check out all balances with their validity and relevance by comparing each of them with a bank book and reasonable explanations. If it is not necessary, please let me be explained.

(2) I think there should be the dates for all financial reports (revenues, expenditures, and assets).

(3) We need to explain why we have to keep cash together with bank deposit.

-Answers to KALAS from SG Dr.Kasai:

(1) Sorry for short explanation of audit. See 8th line from the bottom in Page 3 of the agenda. It says "Auditing account for this balance will be done in 2021 together with the balance for years of 2020-2021 by the auditor Dr.Han-Woong Lee (KALAS)". Because it is very difficult to show all of materials by e-mail such as Japanese bank books, receipts, cash etc. for audit. In addition, some materials are written in Japanese. Therefore, I would like the auditor Dr.Han-Woong Lee to audit the balance of this year together with the balance of next year in Chiang Mai on June 2021. Please accept this way.

(2) Dates are July 1st, 2019 to June 30th, 2020 for Balance (Revenues, Expenditures and Asset), and July 1st, 2020 to June 30th, 2021 for Proposed Budget (Revenues and Expenditures). I will put exact dates in the Minutes. Date of each item in financial report is commonly not written. In addition it has not been written in AFLAS financial reports until now. If you want to know date in each item, you can see in the materials such as receipts, bank books etc. at auditing.

(3) Sometimes we keep cash in US Dollar because we collect annual membership dues in cash in case of small amount like 100 or 200USD. In addition, a banking charge is very expensive when depositing and withdrawing in US Doller in Japanese banks.

-Further Comment from KALAS:

I have read your attached file and understand all responses regarding the issues.

I agree with your answers and will follow your plan. All questions are resolved as you described.

-Comment for hold from LASAM (President Dr. Anisah Nordin):

Did CALAS only pay USD700 for 2019? The membership fee due was USD2000. What about the balance of USD1300?

-Answer to LASAM from SG Dr.Kasai:

We collected CALAS membership dues in 700 USD, and 138,710 JPN Yen for 1300USD. Total is 2,000 USD. See the top table for "1 Revenues" on Page 4 in Agenda.

-Further Comment from LASAM:

Thank you for the explanation. I am satisfied with the answers and all related issues are considered resolved.

2-3-2 Proposed Budget for years of July 1<sup>st</sup>, 2020- June 30<sup>th</sup>, 2021

See Table in next page.

Please express your association's intention for the budget of 2020-2021 finance on separated form of vote.

[Subject 2: Budget of 2020-2021 finance] Vote: Check one of the boxes and write a comment if needed. <input type="checkbox"/> Agree <input type="checkbox"/> Disagree <input type="checkbox"/> Hold Comment:
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-Results of the voting for Budget of 2012-2020 finance (Subject 2)

Agree: 8 (CALAS, IALAS, JALAS, LASAIndia, PALAS, SALAS, SLALAS, TALAS)

Disagree: 0

Hold: 2 (KALAS, LASAM)

Abstention: 1 (CSLAS)

Subject 2 was approved according to the provision I-6 in the AFLAS By-Law.

-Comments:

We had two comments from KALAS and LASAM. Both were the same as Comments in Subject 1. Answers of further comments were the same as those in Subject 1.

[2] Proposed Budget for July 1st, 2020 -June 30th, 2021

1. Revenues

		US Dollar(\$)	JPN Yen(¥)
1.1	Carry-over	14,581.41	1,727,157
1.2	Membership dues for 2020 - CALAS	2,000.00	
1.3	Membership dues for 2020 - KALAS	2,000.00	
1.4	Membership dues for 2020 - JALAS	2,000.00	
1.5	Membership dues for 2020&2021 - CSLAS	2,000.00	
1.6	Membership dues for 2020&2021 - LASAIndia	400.00	
1.7	Membership dues for 2020&2021 - IALAS	400.00	
	Membership dues for 2020&2021 - LASAM, Paid in 2019	0.00	
1.8	Membership dues for 2020&2021 - PALAS	400.00	
1.9	Membership dues for 2020&2021 - SALAS	400.00	
1.10	Membership dues for 2020&2021 - TALAS	400.00	
1.11	Membership dues for 2020&2021 - SLALAS	200.00	
1.12	Interest (1)	16.00	
1.13	Interest (2)		16
1	Total Revenue	24,797.41	1,727,173 (16,142USD)

2. Expenditures

		US Dollar(\$)	JPN Yen(¥)
2.1	Support for 2021 AFLAS Congress meeting in Thailand	5,000.00	
2.2	The fund of ETALAST 2020 program *	2,100.00	
2.3	The fund of ETALAST 2021 program	2,100.00	
2.4	Travel Cost for AFLAS Secretariat to Council meeting in Thailand		280,000
2.5	Website management fee		110,000
2.6	Remittance Charge and Bank Transfer fee		120,000
2.7	Reserve	15,597.41	1,217,173
2	Total Expenditures	24,797.41	1,727,173 (16,142USD)

\* All three programs were postponed to 2021 due to COVID-19 disaster.

2-3-3 Confirmation of Annual membership due

See AFLAS STATUTES on <http://www.aflas-office.org/statutes.html>  
and Appendix of BY-LAWS on <http://www.aflas-office.org/bylaw.html>

**3 AFLAS Activities in 2019-2020**

3-1 2019 AFLAS Council Meeting in Chiang Mai, Thailand

-Date: June 20, 2019

-Venue: Empress Hotel, Chiang Mai, Thailand

-“Minutes of The Council meeting for The Asian Federation of Laboratory Animal Science Associations (AFLAS) June 20, 2019” in Chiang Mai is available on <http://www.aflas-office.org/pdf/Minutes2019.pdf>.

3-2 AFLAS ETALAST Funding Program in 2020

According to decision in the council meeting in 2015, the AFLAS Office started to accept application forms from AFLAS member associations and society for the financial period of April 2020 to March 2021 in December, 2019.

Seven applications were submitted, but two of them were withdrew before voting.

As results of discussion and voting in the ETALAST committee, following three applicants were selected for ETALAST Program in this year.

- Applicant 1: Dr. Fitriya N. Dewi (President of IALAS)  
Title: IALAS-ILAVA-UNPAD 2nd Symposium on Laboratory Animal Science  
*“Animal Models for the Advancement of Human Health”*
- Applicant 2: Dr. Melissa Marie R. Rondina (President of PALAS)  
Title: 32nd Philippine Association for Laboratory Animal Science Annual Scientific Conference. *“Edges and Borders: Lining the Next Frontier in Research”*
- Applicant 3: Dr. Ureshani Karunarathna (President of SLALAS)  
Title: Pre conference workshop on Genetically modified mouse models:  
*In-vitro* fertilization and use in biomedical science.

However, as most of AFLAS member associations or society have been restrained their activities by COVID-19 disaster, AFLAS Office asked the awardees about coping with ETALAST program under these circumstances. The followings are answers:

-Dr. Fitriya N. Dewi (President of IALAS):

As of our meeting just last month (June), we have decided to postpone the event to next year. The COVID-19 situation in Indonesia has not resolved to normal yet, we are still slowly transitioning into new normal but with very many limitations in various aspects. We therefore have decided that November won't be possible to host the event.

Based on many considerations, the event is postponed by one year to November 2021. Therefore, if the deadline can be extended to March 2022, that would be very much appreciated.

-Dr. Melissa Marie R. Rondina (President of PALAS):

It has been decided by the PALAS Officers and Board of Directors to further postpone the 32nd Philippine Association for Laboratory Animal Science (PALAS)



Annual Scientific Conference until such time that it is safe to hold large gatherings. We are hopeful that it will be by next year.

In this regard, may we request that the ETALAST program be postponed till March 2022?

-Dr. Ureshani Karunarathna (President of SLALAS):

Due to the prevailing situation we would like to postpone the proposed program which is scheduled on January 2021.

Thus, If the deadline is extended to March 2022, we wish we could able to carry the programme as we scheduled before the due date.

In a present state of affairs, we would like to propose the following plans:

1. Period of all of ETALAST programs for 2020 is extended from the end of March 2021 to March 2022.
2. AFLAS ETALAST Funding Program in 2021 will be carried out as planned.

Please express your association's intention for above two items on a separated form of vote.

[Subject 3: ETALAST Program]

Vote: Check one of the boxes and write a comment if needed.

Agree     Disagree     Hold

Comment:

-Results of the voting for ETALAST Program (Subject 3)

Agree: 10 (CALAS, IALAS, JALAS, KALAS, LASAIndia, LASAM, PALAS, SALAS, SLALAS, TALAS)

Disagree: 0

Hold: 0

Abstention: 1 (CSLAS)

Subject 3 was approved according to the provision I-6 in the AFLAS By-Law.

3-3 AFLAS ETALAST Funding Program in 2021

AFLAS Office is planning to accept applications of ETALAST Program for the period of April 2021 to March 2022 during December 2020 – February 2021.

“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/>), and the list of

ETALAST programs since 2016 is available on <http://www.aflas-office.org/etalast.html> as well.

3-4 Committee members of ETALAST at December, 2019 are 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. Inoka Sandanayake (SLALAS), Dr. Parntep Ratanakorn (TALAS), Dr. Noriyuki Kasai (AFLAS Secretary-general)

#### 4. Schedule of AFLAS Congress

4-1 Re-scheduling 10<sup>th</sup> AFLAS Congress in Korea.

As 9<sup>th</sup> AFLAS Congress has been postponed until June, 2021, AFLAS Office talked about a schedule of 10<sup>th</sup> AFLAS Congress with KALAS. The chair of KALAS international affair Dr. Seung Hyun Oh notified AFLAS Office on July 30, 2020 as follows,

“We made our decision to postpone the 10th Congress. The new dates will be on 20-22 September 2023. The decision was made taking into account all the implications in terms of venue accessibility, governance, and overall sustainability.”

In addition, KALAS sent AFLAS Office a “letter of request for 10<sup>th</sup> Congress postponement” on July 30, 2020 by e-mail. See Ref.2 in REFERENCE (Page 13).

Please express your association’s intention for Re-scheduling 10<sup>th</sup> AFLAS Congress on a separated form of vote.

[Subject 4: Re-scheduling 10<sup>th</sup> AFLAS Congress]

Vote: Check one of the boxes and write a comment if needed.

Agree     Disagree     Hold

Comment:

-Results of the voting for Re-scheduling 10<sup>th</sup> AFLAS Congress (Subject 4)

Agree: 10 (CALAS, IALAS, JALAS, KALAS, LASAIndia, LASAM, PALAS, SALAS, SLALAS, TALAS)

Disagree: 0

Hold: 0

Abstention: 1 (CSLAS)

Subject 4 was approved according to the provision I-6 in the AFLAS By-Law.

4-2 Schedule of 11<sup>th</sup> AFLAS Congress and after

If the date of 10<sup>th</sup> Congress will be approved in this meeting, AFLAS Office would like to propose that the 11<sup>th</sup> Congress and after will be held every two years from 2025, such as 2025, 2027, 2029.....instead of 2024, 2026,2028.....

Please express your association's intention for Schedule of 11<sup>th</sup> AFLAS Congress and after on a separated form of vote.

[Subject 5: Schedule of 11<sup>th</sup> AFLAS Congress and after]

Vote: Check one of the boxes and write a comment if needed.

Agree     Disagree     Hold

Comment:

-Results of the voting for Schedule of 11<sup>th</sup> AFLAS Congress and after (Subject 5)  
Agree: 10 (CALAS, IALAS, JALAS, KALAS, LASAIndia, LASAM, PALAS, SALAS, SLALAS, TALAS)

Disagree: 0

Hold: 0

Abstention: 1 (CSLAS)

Subject 5 was approved according to the provision I-6 in the AFLAS By-Law.

4-3 Start to accept bid of 11<sup>th</sup> AFLAS Congress host association or society.

AFLAS Office is planning to accept bid of 11<sup>th</sup> AFLAS Congress host association or society from around January 2021. It will be announced at the end of this year.

The election of the 11<sup>th</sup> Congress host association or society will be carried out at the 2021 or 2022 AFLAS council meeting.

## REFERENCES

Ref. 1 Postponement of 9<sup>th</sup> AFLAS Congress in Thailand.



The 9<sup>th</sup> Asian Federation of  
Laboratory Animal Science Associations Congress  
(AFLAS Congress 2020)  
22 - 28 June 2020 | Chiang Mai, Thailand

20 March 2020

Noriyuki Kasai, D.V.M. Ph.D., DJCLAM,  
AFLAS Vice-President and Secretary General

Dear Dr. Noriyuki Kasai,

Due to the current situation on coronavirus disease (COVID-19) outbreak in many countries, the AFLAS Congress 2020 Organizing Committee has taken the circumstance into consideration carefully. Our main priority is the safety of the participants. Therefore, the committee regrettably agreed to postpone the 9<sup>th</sup> Asian Federation of Laboratory Animal Science Associations Congress (AFLAS Congress 2020) which originally will be held on June 22-28, 2020 to **June 21-27, 2021 (AFLAS Congress 2021)**.

We anticipate to carry on the same educational and scientific programs including the pre-congress workshops, main congress program, and post congress activities. The AFLAS Congress website will remain active. The programs will be updated after all committed speakers have confirmed their participation. New interesting topics and tracks will be added. We will also keep updating the progress through the website and other communication channels. Please contact the Secretary General, Dr. Wantanee Ratanasak, [faculty@afas2020.org](mailto:faculty@afas2020.org) if you have any question.

We sincerely hope that the postponement will bring us to the resolved situation and successful participation. We appreciate your kind understanding and continual support to AFLAS Congress. We look forward to welcoming and expressing our gratitude to you in person at the AFLAS Congress 2021.

Sincerely yours,

Parntep Ratanakorn DVM, MSc  
AFLAS/TALAS President

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Ref. 2 Postponement of 10<sup>th</sup> AFLAS Congress in Korea



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Jul 30, 2020

### **Letter of request for 10th congress postponement**

The KALAS committee organizing 10th AFLAS Congress (in Korea, 2022) has carefully considered COVID-19 concern and finally decided to postpone the Congress to be held in Daejeon, South Korea. The new dates will be 20-22 September 2023. The decision was made taking into account all the implications in terms of venue accessibility, governance, and overall sustainability.

Further information on the 10th AFLAS Congress will be sent by e-mail as soon as it becomes available.

Yours sincerely,

**Seung Hyun Oh**

Chairman of International Committee

Korean Association for Laboratory Animal Science

**Korean Association for Laboratory Animal Science**

