



APSMI Board of Directors Meeting

Thursday 18th October 2012, 10:30-12:30
The Jupiter Room (30F), COEX Intercontinental Hotel, Seoul

Draft Minutes

APSMI Board of Directors Meeting

Thursday 18th October 2012, 10:30-12:30

The Jupiter Room (30F), COEX Intercontinental Hotel, Seoul

Draft Minutes

Attending

Mr. Seiichi Sato, APSMI Chairperson, Sato Pharmaceutical, Japan

Ms. Eun Sun Kim, APSMI Vice Chairperson, KPMA, Boryung Pharmaceutical, Korea, supported by Ms. Regina Kim

Ms. Han Byul (Kristeen) Jhung, KPMA, Korea

Mr. Yoshihiro Miwa, Kowa Co. Japan, supported by Mr. Masahide Tanikawa

Mr. Shigeru Moriyama, Representing Mr. Sachiaki Ibe, Zeria Pharmaceutical, Japan, supported by Junkichi Izumi

Mr. Yoshiki Nishii, Daiichi-Sankyo Healthcare, Japan, supported by Mr. Kenji Ukita

Mr. Arthur Su, TPMMA, Dapha Trading Co, Chinese Taipei

Mr. Masashi Sugimoto, Takeda Pharmaceutical, Japan, supported by Mr. Masatoshi Nakamura

Mr. Masao Torii, SS Pharmaceutical, Japan

Mr. Yasunori Tsuruta, JSMI President, Japan, supported by Mr. Motohito Nishizawa

Mr. Ken Uehara, Representing Mr. Akira Uehara, Taisho Pharmaceutical, Japan, supported by Mr. Toshio Takahashi

Mr. Toshiaki Yoshino, JSMI chairman, Rohto Pharmaceutical, Japan, supported by Mr. Kosei Iriyama

Mr. Yasuhiro Tagashira, APSMI Secretary General, Japan

Ms. Sylvia Tsai, TPMMA, Vice Director, OTC committee, Director of Regulation & Product Department, GSK, Chinese Taipei

Ms. Malinee Uditananda, TSMIA President, Thailand, supported by Prim Uditananda

Ms. Eunha Yoo, Representing Mr. Rodney Hannington, Novartis Consumer Health, Australia

Observer and Guests

Dr. Zhenyu Guo, WSMI Chairman, Dihon Pharmaceutical, China

Dr. Kyeong-Ho Lee, KPMA President, Korea

*Ms. Sunitha Devi Shanmugam, PhAMA, GSK Consumer Healthcare Sdn Bhd,
Malaysia*

Dr. Deon Schoombie, ASMI Executive Director, Australia

Mr. Ir. Ferry A. Soetikno, G. P. Farmasi, Dexa Medica, Indonesia

Dr. David Webber, WSMI Director-General, France

Apologies

Mr. Rodney Hannington, Novartis Consumer Health, Australia

Mr. James Fan, CNMA, Jowin Communications, China

Mr. Sachiaki Ibe, Zeria Pharmaceutical, Japan

*Mr. Chen Junli, APSMI Vice Chairperson, CNMA, Shanghai Zhonghoa
Pharmaceutical, China*

Mr. Akira Uehara, Taisho Pharmaceutical, Japan

Mr. Tagashira, Secretary General (S. G.), confirmed that 16 Board of Directors were participated, and declared that the Quorum was valid following the articles.

Welcome and Approval of Agenda – Mr. Seiichi Sato

APSMI Chairperson, Mr. Sato, called the meeting to order, and gave the opening address.

Mr. Sato introduced the incoming chairperson Ms. Eun Sun Kim in his opening address.

The Board expressed to support her.

The Board approved the agenda.

1. Confirmation of minutes of APSMI 1st Board of Directors Meeting, 7th October 2011

The draft minutes of 1st APSMI Board of Directors Meeting on 7th October 2011 was distributed last October. There was no request of correction or comment.

The Board confirmed the 1st Board of Directors Meeting minutes.

2. Membership development

1) Board of Directors

There were several requests for the approval for the member replacement of Board of Directors from association members and corporate member. Details were explained by S. G. for the Board as follows.

KPMA

KPMA nominated Ms. Han Byul (Kristeen) Jhung as the successor of Ms. Heeha Kim. Ms. Heeha Kim left KPMA and Ms. Kristeen is a team leader of International Business team in KPMA.

TPMMA

TPMMA nominated Ms. Sylvia Tsai instead of Ms. Iris Wong. Ms. Iris Wong moved to Shanghai in charge of China market. Ms. Sylvia Tsai is the Vice Director of OTC committee of TPMMA, and Director, Regulation & Product Department, GSK, Chinese Taipei.

TSMIA

TSMIA nominated Ms. Malinee Uditananda as the successor of Dr. Noppadon Adjimatera. Ms. Malinee Uditananda is the President of TSMIA. Dr. Adjimatera had moved to UK.

Daiichi-Sankyo Healthcare Co., Ltd.

Mr. Toshio Takahashi, President for Daiichi-Sankyo Healthcare Co., Ltd. resigned from the president on March 31st, 2012. His successor, Mr. Yoshiki Nishii resumes his place on the APSMI Board.

The board noted the replacements.

2) Chairperson election

S. G. reported the Chairperson election which was conducted last June. Ms. Eun Sun Kim, Vice-Chairperson of APSMI, was elected as the next Chairperson. The result of election had been already announced. All of board members (18 members) had voted, and all were in favor with Zero abstention. Her term for 2years would start from after 1st APSMI GAM closing.

3) Inaugural address by the new chairperson

Ms. Eun Sun Kim took the inaugural speech.

The Board showed full supports to Ms. Eun Sun Kim and agreed to enhance APSMI activities under her dignity.

4) The new Vice-Chairperson

S. G. explained to the Board on one vacancy of Vice Chairperson. Ms. Kim was elected to the next Chairperson. So, one Vice- Chairperson would be vacant (Mr. Chen Junli would be only Vice Chairperson under Ms. Kim). APSMI secretariat would like to recommend Mr. Seiichi Sato for new Vice Chairperson. The Board could expect his support to Ms. Kim to develop APSMI based on his experience.

The Board noted the proposal with approval.

3. APSMI Activities and Accounting Report in 2012

S. G. reported APSMI activities, and account report using the power point slides. The presentation slides were attached as the appendix.

APSMI was established on 5th November 2010 in Taipei, with the cooperation of association members, CNMA, JPMA, KPMA, TPMMA and TSMI, and 9 corporate members.

For APSMI activities, two project, “Regulation” and “Self-Medication”, were chosen based on the members’ requests for mutual understanding and exchanging information. Both projects were cross-linked and had started in 2011.

Activities in 2011/12

Working groups for each project were organized to complete projects. Both working groups searched the questionnaires for the current “Regulation” and “Self-Medication” of each members’ country. CNMA, Mr. James Fan, has taken charge of the leader of Self-Medication Working Group, and TSMIA, Dr. Noppadon Adjimatera had taken charge of Regulation Working Group. The current situation and problems of Self-Medication and Regulation which were collected through questionnaires were integrated in the APSMI Country Report. After Regulation Group Leader, Dr. Adjimatera, left Thailand, Ms. Iris Wang (TPMMA) and Mr. Kosei Iriyama (JSMI) as the successors reviewed and integrated “Regulation” survey.

Nicholas Hall & Company and Jowin Communication (China) Lid. supported APSMI projects, so they provided 9 countries’ current regulation and market reports in Asia-Pacific region to APSMI. And ASMI (Australia Self-medication Industry), CNMA and JSMI provided full country reports. These data were attached in the APSMI Country Report.

APSMI would like to express our sincere gratitude and appreciation to them for their supporting the APSMI Country Report.

The APSMI Country Report would be provided as our short term results in 1st APSMI General Assembly in Soul for your information.

The short term objective had been finished.

APSMI secretariat indeed thanked the leaders and association members for their great contribution for the progress of APSMI projects.

Participation in meetings in 2012

S. G. participated in WSMI Board of Directors Meeting in Florida (March 2012)

and Nice (June 2012). In these meeting, S. G. reported the activities of APSMI with Chairperson, Mr. Sato.

Along with these activities, Mr. Sato and S. G. participated in 1st International Self-Care Day on 24th July in Shanghai, China. This event was not only to declare the launch of International Self-Care Day, but also promoted the Self-Care in China.

URL

S. G. announced APSMI web site (www.apsmi.net) was available now, and encouraged the members to utilize the site actively.

The Board noted the activities report with approval.

Accounting Report in 2011 and in 2012 (Table 1)

Firstly, S. G. reported the audit result for the account in 2011.

APSMI Board members had asked the auditor to Vice-Chairperson, Ms. Eun Sun Kim, following the discussion of 1st APSMI Board Meeting, Osaka. The audit was done on 3rd February 2012. The result was that the account was appropriated.

Total income was 5,820,096 JPY (71,295 US\$), total expenditure was 2,929,488 JPY (38,045 US\$), as result 2,890,608 JPY (37,540US\$) was carried over to 2012.

Secondary, S. G. reported the estimated account balance in 2012.

Regarding 2012, the income from members' annual due was 71,295 US\$, equivalent 5,532,872 JPY, carried over from 2011 was 2,890,608 JPY, and others 785 JPY, the total income was 8,424,265 JPY (100,560 US\$). The carried over from 2011 was 1,295,750 JPY (16,698 US\$) over than the budget.

The estimated expenditure would be 6,763,432 JPY (87,158 US\$). It would be 138,032 JPY (1,779 US\$) over than the budget (6,625,400 JPY). 1,660,833 JPY (21,402 US\$) would be carried over to the next year budget.

In 2012, the expenditure would be 1,230,560 JPY (15,878 US\$) over than the income of member's annual due a year. The deficit would be covered by the amount of carryover from 2011.

S.G. reported the financial condition would be well in 2012.

The Board noted the account reports with approval.

4. 9th WSMI Asia-Pacific Regional Conference and 1st APSMI General Assembly Meeting

S. G. reported on the 1st APSMI General Assembly Meeting in Seoul, Korea on 19th and 20th October 2012 with 9th WSMI AP Regional Conference.

The more details of the Conference were presented by Ms. Kristeen Jung (KPMA).

Mr. Sato and Mr. Yoshino (JSMI) said their special thank to KPMA.

The Board noted the report.

The Board members expressed their deepest appreciation to KPMA as the hosting association for this occasion. Without the excellent and strong support from KPMA, and its generosity, we could not reach here today.

5. APSMI Activity plan for 2013 and proposed Budget

Activity Plan for 2013

S. G. reported APSMI activities in 2013 using the power point slides.

The presentation slides were attached as the appendix.

S. G. emphasized following points especially.

The second step of our projects will start in 2013.

The common problems and/or specific problems related to “Regulation” and “the promotion of Self-Medication” in each country will be picked up. Those problems have been collected by the questionnaires. The issues will be investigated and compiled into the regional report to improve these problems by the end of 2013. For investigating solution and future actions of problems, several telephone conferences and a face to face meeting will be held in this year. APSMI expects that the results of these projects will become a more significant activity of APSMI in the next step.

APSMI will have more communication with members and support member associations further. APSMI would like to know what support members want and what information members want to know. Based on members’ request, APSMI intends to hold a seminar and a meeting.

APSMI secretariat is happy to receive members’ suggestions to develop APSMI

and to fortify the benefit to member associations.

APSMI will contact more stakeholders, e.g. International Organizations, Authorities, and Healthcare professionals and other organizations to enhance the Responsible Self-Medication in Asia-Pacific region. APSMI will feed back the information to all members.

If members have the new theme and projects for APSMI activities, please don't hesitate to suggest.

Finally, S. G. said that S. G. will plan to visit associations in Indonesia, Malaysia, Australia and New Zealand to invite to APSMI for development of APSMI.

The Board noted the APSMI Activities in 2013 with approval and expected the activities of working group. The Board members and observers suggested the necessity of the exchanging information, especially the consumer education for promoting Self-Medication.

Proposed Budget for 2013 (Table 2)

S. G. explained the proposed Budget for 2013 based on the activities.

The income from members' annual due for 2013 based on the calculation 2012 is 71,295 US\$, equivalent 5,561,010 JPY which is calculated by 1 US\$ /78 JPY. The total income in 2013 is 7,221,843JPY (92,588 US\$) which is 5,561,010 JPY of annual due and 1,660,833 JPY (21,293 US\$) of the amount of carryover from 2012.

The estimated expenditure will be 5,877,200 JPY (75,349 US\$). It will be 766,232 JPY (9,823 US\$) less than 2012. The main expenditures will be 2,000,000 JPY for the meeting, 1,000,000 JPY for Project Cost.

The travel fee will be estimated 2,100,000 JPY which includes for the participation in WSMI Board of Directors Meeting in Florida (March) and Lisbon (June). Other expenditure is less than or same as 2012 estimated account.

In 2013, the expenditure will be 316,190 JPY (4,054 US\$) over than the income of member's annual due a year. Finally, 1,344,643 JPY (17,239 US\$) will be carried over to 2014.

S. G. reported the financial condition would be well in 2013.

The Board noted the Proposed Budget for 2013 with approval.

Annual Due in 2013

S. G. explained the principle of APSMI annual due.

The principle of annual due is below

1. Shared the cost of APSMI activities by each members
2. The rule of contribution in Finance is based on market size
 - Association member
 - Equivalent of 50% WSMI annual fee in previous year
 - Corporate member
 - US\$ 3,000

The Board agreed each member's annual due in 2013 as same as in 2012. However, ASPMI secretariat will continue to discuss with CNMA and TSMIA about the more contribution of the finance in 2013.

6. Announcement

1) 3rd APSMI Board of Directors Meeting in 2013

S. G. reported that the 3rd APSMI Board of Directors Meeting in 2013 would be discussed with Chairperson continuously. After decision, S.G. will announce the venue and date to members immediately.

The Board noted the report.

2) 2nd APSMI General Assembly Meeting

Ms. Malinee Uditananda, President of TSMIA, gave the short introduction of TSMIA and its activities.

TSMIA is considering to organize the 2nd APSMI General Assembly Meeting with 10th WSMI AP Regional Conference in 2014.

TSMIA is the first candidate for the host association.

The Board noted the report and look forward to future advice from TSMIA.

7. Topics from member association

From JSMI, Mr. Yoshihiro Miwa reported on the establishment of Japan Federation of Self-Medication Industry (JFSMI) in Japan, July 2011. JSMI and other four national organizations gathered to establish JFSMI. JFSMI works with member associations to voice over to the Ministry of Health, Labour and Welfare, and other national authorities. Also, JFSMI works out to address the common issues within the member associations, and to find out the solutions together.

The Board noted the report.

8. Any Other Business

S. G. announced that APSMI secretariat would move to below address in December. More details, e.g. new telephone number etc. would be announced immediately after the confirmation.

New Address

4th Floor, Itopia Iwamotocho 1 Cho-me bldg,
8-15, 1 Cho-me, Iwamotocho, Chiyoda-ku, Tokyo, Japan.

9. Meeting close / Closing address (Vice-Chairperson, Ms. Eun Sun Kim)

Vice-Chairperson Ms. Kim gave the closing address.

The meeting closed at 12:20.

Appendix

Presentation Slides in the Board of Directors Meeting

Statement of Account in 2012

Table 1

US\$1=JPY77

Income		Budget		Actual	Difference
Item	Note	US\$	JPY	JPY	
Annual Due		71,295	5,489,715	5,532,872	43,157
Carry Over			1,594,858	2,890,608	1,295,750
Interest etc.				785	785
Total			7,084,573	8,424,265	1,339,692
Exchange Rate	1US\$		77JPY	77.6JPY	

Expenditure(Estimate)

1US\$=77.6JPY

Expenditure(Estimate)		JPY					US\$
Item	Note	Budget	Estimate	Paid	Will Pay	Difference	
Office Rental		360,000	360,000	0	360,000	0	4,639
Telephone & Postage	Tele & IT Using Fee etc	100,000	163,683	128,683	35,000		
	Teleconference	100,000	12,969	2,969	10,000		
	Postage Charge	10,000	4,570	1,570	3,000		
	Subtotal	210,000	181,222	133,222	48,000	-28,778	2,335
Internet	Equipments	5,000	0	0	0	-5,000	0
Web HP	Supporting Fee	50,000	100,000	0	100,000	50,000	1,289
Equipment	Seal, Stanp, Name Plate etc	20,000	20,000	0	20,000	0	258
Stationery		15,000	8,543	3,543	5,000	-6,457	110
Consumable	Tonaer etc.	50,000	24,830	4,830	20,000	-25,170	320
Printing	Business Card	8,400	24,200	4,200	20,000	15,800	
	Envelope, Letter Paper	0	300,000	0	300,000	300,000	
	Others	50,000	20,000	0	20,000	30,000	
	Subtotal	58,400	344,200	4,200	340,000	285,800	4,436
Travel Fee	WSMI, KPMA, PhAMA etc	2,350,000	2,071,587	1,901,587	170,000	-278,413	26,696
Transportation	Shipping Charge	0	150,000	0	150,000	150,000	1,933
Miscellaneous	Bank Charge	7,000	3,050	1,050	2,000	-3,950	39
Meeting Fee	APSMI Board Meeting (Oct.)	1,000,000	1,000,000	0	1,000,000		
	APSMI GAM (OCT.)	1,000,000	1,000,000	0	1,000,000		
	Subtotal	2,000,000	2,000,000	0	2,000,000	0	25,773
Project Cost	Printing	1,000,000	1,000,000	0	1,000,000		
	Others	500,000	500,000	0	500,000		
	Subtotal	1,500,000	1,500,000	0	1,500,000	0	19,330
Total Expenditure		6,625,400	6,763,432	2,048,432	4,715,000	138,032	87,158
Amount of Carry Over		459,173	1,660,833			1,201,660	21,402
Total		7,084,573	8,424,265			1,339,692	108,560

Paid by Sept.

Will pay after Oct.

Budget in 2013

Table 2

1US\$=78JPY

Income		US\$ 2013	JPY		
Item	Note		Budget in 2013	Estimate in 2012	Difference
Annual Due		71,295	5,561,010	5,532,872	28,138
Carry Over			1,660,833	2,890,608	
Interest etc.				785	-785
合計		71,295	7,221,843	8,424,265	-1,202,422

Expenditure

1US\$=78JPY

Item	Note	JPY			US\$ 2013
		Budget in 2013	Estimate in 2012	Difference	
Office Rental		360,000	360,000	0	4,615
Telephone & Postage	Tele & IT Using Fee	170,000	163,683	6,317	
	Teleconference	50,000	12,969	37,031	
	Postage Charge	10,000	4,570	5,430	
	Subtotal	230,000	181,222	48,778	2,948
Internet	Equipments	5,000	0	5,000	64
Web HP	Supporting Fee	100,000	100,000	0	1,282
Equipments	Seal, Stanp	5,000	20,000	-15,000	64
Stationery		10,000	8,543	1,457	128
Consumable	Tonaer etc.	30,000	24,830	5,170	385
Printing	Business Card etc.	4,200	344,200	-340,000	54
Travel Fee	KPMA	100,000			
	TSMIA	180,000			
	CNMA	100,000			
	TPMMA	120,000			
	WSMI(Florida, USA)	600,000			
	WSMI(Lisbon, June)	700,000			
	Others	300,000			
Subtotal		2,100,000	2,071,587	28,413	26,923
Transportation	Shipping Charge	30,000	150,000		385
Miscellanenous	Bank Charge	3,000	3,050	-50	
Meeting Fee	Board Meeting	1,000,000	1,000,000	0	
	Other Meeting	1,000,000	1,000,000	0	
	Subtotal	2,000,000	2,000,000	0	25,641
Project Cost	Printing	500,000	1,000,000	-500,000	
	Others	500,000	500,000	0	
	Subtotal	1,000,000	1,500,000	-500,000	12,821
Total Expenditure		5,877,200	6,763,432	-766,232	75,349
Amount Carry Over		1,344,643	1,660,833	-316,190	17,239
Total		7,221,843	8,424,265	-1,202,422	93,870