

2nd FAOPS General Assembly 2022

Date & Time: December 17th, 2022, AM11:00 (GMT+9, JST)

Venue: Zoom Meeting (ID 827 8042 0278, PW: 20221217)

AGENDA

Agenda

- 1 Call to order
- 2 Attendance and declaration of quorum
- 3 Approval of Agenda
- 4 Treasurer's Report and Approval
- 5 Secretary's Report
- 6 President's Report
- 7 FAOPS 2025 Hosting Country
- 8 Nomination of new Deputy Secretary Generals and Committee Chairpersons
- 9 Report of FAOPS 2022 Congress
- 10 Others
 - Setting up of FAOP Facebook page and Website

MINUTES OF THE MEETING

1. Call to order: AM11:00 by the President Satoshi Kusuda
2. Attendance and Declaration of quorum: Sec. Gen. Han-Suk Kim declared a quorum.
(10 countries are present)
3. Agenda was approved by all participants
4. Treasurer's report and Approval (Dr. Milind Shah)
 - 4.1 Treasurer Milind Shah reported the current status of bank account and report was approved by all participants. (Report is as below)

(Current asset)

Cash in bank-ordinary deposit (Shinhan Bank) USD 1,05,851.84 (USD 97,426.13)

Deposit

Total USD 1,07,881.89

-Balance carried over USD 97,426.13

-Membership fee (total) USD 10,435.83

*(2019, 2020, 2021) Mangolia

*(2021) Afghan, Australia, Mangolia

*(2022) Australia, Afghan, Nepal, Pakistan, Indonesia, Malaysia, India, Phillipines, Combodia, Bangala Desh, Mangolia, Korea, Taiwan & Japan

*(2022) Singapore already paid and Srilanka exempted

(Till Today all 16 countries have paid their dues till 2022)

-Interests (total) USD 19.93

Withdrawal

Total USD 2030.05

-Financial Aid to Sri Lanka 2020 + Process fee 10.05

4.2 Workshop support

-Support for local workshops held in Malaysia and Indonesia

-Malaysia: Regional Advanced Neonatal Airway and Ventilation Workshop on Sep 24 & 25, 2022 (35 attendees, paid fee of 650 RM, but deficit balance due to foreign speakers) → \$1,500

Indonesia: Reducing Neonatal Morbidities and Mortality in Indonesia

“Underdeveloped Area Program” by PERINASIA

Two-day workshops in February and August 2023 and 2024

→ Amounts and Years to be determined

(Treasurer’s suggestion)

It would be better to have some guidelines for the approval process. In the past, we generally followed some of the following regulations in approving the regional workshops.

Suggestions for the process are follows:

-The Deputy Secretary General or a senior member of the FAOPS Council will prepare the Program of the Workshop

-The Speakers are preferably from the FAOPS Council or nominated by the Council
Obtain approval from FAOPS Executive Body

-The country wherein the workshop is conducted preferably need to be an active member of FAOPS

-The Council may approve the Workshop for a non-member country as long as there are plans to recruit the country into FAOPS

-The expenses related to the Venue is born by the local Society where the workshop is conducted

-Expenses related to the travel & accommodation of the speakers are met by the funds from FAOPS

-Maximum funds for a workshop from FAOPS USD 2500

If the local Organizing body is charging the participants with a fee for attending the workshop, the FAOPS will fund only part of the expenses

Finally, A support of USD 1500 for Malaysia was suggested to be approved in AGM and Indonesia was suggested to prepare a program for the workshop and submit it to the Council.

→ The suggestions were approved by all participants in AGM

5. Secretary report (Dr. Han-Suk Kim)

There is no item to report by Secretary

6. President's Report by Dr Satoshi Kusuda

- WHO recommendations for care of the preterm or low-birth-weight infant
-Drs. Mendoza and Shahidullah participated and contributed to this project

- 10th Singapore Paediatric & Perinatal Annual Congress (SiPPAC 2022)

PLENARY SESSION

Perinatal–Neonatal Care on Neonates at the Threshold of Viability and their Outcome in Japan by Prof Kusuda Satoshi, Tokyo Women's Medical University & President of FAOPS

Chair: Prof V Samuel Rajadurai, Vice President of Perinatal Society of Singapore

- Rules for the Committee on Legislation and Election

Draft below was discussed.

(Specific Objectives)

1. To lead in the periodic review of the FAOPS Constitution and By Laws and recommend any such amendments to the Council
2. To standardize and direct the conduct of nominations and elections of the Council Officers and members during the annual general assembly

Composition:

1. The Chairperson will be one of the Advisers as defined in By Law XXII

He/ She shall be appointed by the Executive Council members and approved by the General Assembly

2. Excluding the Chairperson, the Committee shall be composed of seven (7) members, which shall include:

- a. President
- b. President-Elect
- c. Immediate Past President
- d. Three (3) other Advisers from both fields of Obstetrics & Neonatology as determined by the Chairperson
- e. The chairperson shall ensure, as much as possible, that there will be equal representation from both fields of discipline in the committee

Duties & Responsibilities

1. The Committee members shall have a confidentiality obligation regarding the matters discussed and resolutions reached during meetings
2. Any violation thereof without justifiable reason shall be dismissed by the committee members, if a majority of them approve it
3. On Legislative duties:
 - a. The committee shall meet at least once a year to review the By Laws
 - b. Any proposed amendments to the By Laws shall be presented to the Council at least 3 months prior to the General Assembly
 - c. Council-approved amendment/s shall be sent to the General Assembly members at least 30 days before the annual meeting
 - d. Approval by at least 2/3 of the members present during the meeting is required for the amendments to take effect in the ensuing fiscal year

(On Electoral duties)

Prior to the end of the term of office of the Council, the Committee shall, within the specified timeline:

- a. Open the nomination period and accept official applications for Council officers from all member countries at least 4 months ahead (Appendix 1-6 application form)
- b. Review all applicants' qualifications, and proposes a candidate or candidates for each position to the Council at least 3 months ahead
- c. Make known to the general membership, the names of the approved candidates at least 2 months ahead
- d. Contestability of Candidates
 - e. The conduct of the election of Council members which is held every two years shall be chaired by the President
- f. The validity and number of authorized voters from each country will be confirmed by the Secretary General prior to the actual voting process

- g. The General Assembly will vote on the approved candidates during the elections by secret ballot or its equivalent in virtual meetings during exceptional times where face-to-face meeting cannot be held
 - h. For the election of the Deputy Secretary Generals, the President, the President Elect, the Secretary General, the Treasurer, and delegates from the same region will vote.
 - i. Finality of election results
5. Amendments to all of the above shall be made through an official council meeting with the Committee

7. FAOPS 2025 Hosting Country

Dr. Sunil Raja Manandhar (Senior Vice President of PESON) presented the plan for FAOPS Congress 2025 at Kathmandu.

All participants supported and approved Nepal (PESON) as the host country (society) of FAOPS Congress 2025.

8. Nomination of Council Members and Committee Chairs

-Deputy Secretary General

Regions	Name	Country	Specialty
Eastern	Jose Salazar	Philippines	Neonatology
Central	KH Tan	Singapore	Obstetric
Western	Abdul Mannan	Bangladesh	Neonatology
Oceania	Adrienne Gordon	Australia	Neonatology

- Committee Chairs

Committee	Name	Country	Specialty
Research & Publications	Azanna Kamer	Malaysia	Neonatology
Scientific & Training Activities	Te Fu Chan	Taiwan	Obstetrics
Programs, Projects, Advocacies and Awards	Disodado Mariano	Philippine	Obstetrics
Legislation & Election	Ranjan Pejaver	India	Neonatology

-All candidates were approved but the opinions that we need more clear rules and process for nomination arose.

9. Updates of FAOPS 2022 Congress.

Dr Kamar reported final status of FAOPS 2022. (25th-28th, Aug. 2022.)

10. Others

- i. Report from Committee on Programs, Projects, Advocacies and Awards(Dr Mariano)
 - -World Prematurity Day Celebration was successfully done

PROGRAMME		
10:00 AM	Introduction	Dr. Diosdado V. Mariano (Philippines) Moderator
10:10 AM	Risk Reduction for Preterm Births: Identification and Prediction	Dr. Milind Sha, MBBS (India) Treasurer, FAOPS
10:35 AM	Recommendations on Antenatal Corticosteroids and Magnesium Sulfate to Improve Preterm Birth Outcomes	Dr. Adrienne Gordon (Australia) Dep. Sec. Gen-Oceania, FAOPS
11:00 AM	Zero Separation: Keeping Preterm Babies Close	Dr. Socorro De Leon-Mendoza (Philippines) Immediate Past President, FAOPS
11:30 AM	Resuscitation of Preterm Infants	Dr. Han-Suk Kim (Korea) Secretary General, FAOPS
12:00 NN	Late Preterm Infants – Neonatal Problems, Management & Outcome	Dr. Victor Samuel Rajadurai (Singapore) President-Elect, FAOPS
12:30 PM	End of the Session	

- Dr Mariano presented the plan for commencement operation of FAOPS Facebook page.
 - Members agreed the need and usefulness of Facebook, and on the other hand many opinion suggesting necessity of update and timely maintenance of FAOPS webpages arose.
 - Dr. Mariano will present the plan including both of Facebook page operation and Webpage revitalization in next council meeting.

ii. Announcement for FAOPS Congress 2024 Seoul. (Dr. Kim)

- iii. Report from Committee on Research & Publications (Dr. Kamar)
 - Planned for 2 newsletters in 1 year for 2023
 - Activity notifications: Published article and guidelines by FAOPS members, eg.
 - 74 abstracts of FAOPS 2022 congress were published in *Frontiers in Surgery*.

11. Adjournment: 1300H

Prepared by:

Prof. Han-Suk Kim

Prof. Satoshi Kusuda