



Asia- Oceania Federation of Organization for Medical Physics
(AFOMP)

Minutes of the 2019 AFOMP Council Meeting

29 October 2019 – Perth, Australia

Participants

AOCMP 2019: AFOMP Council Meeting: Perth Australia
Perth Australia
Date: 29 October 2019; Time 1530 AFOMP Council Meeting in Mt Newman
Attendance Sheet

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Minutes

1. Welcome Address

President welcomed the officers, committee chairs and members and thanked them for the opportunity and their contribution to AFOMP. He stressed the need to put more efforts to make the AFOMP more vibrant and active Regional Organizations of IOMP. He further requested all the Chairs to mobilize the members of the committees and active members from AFOMP region for more coordinated, target oriented efforts to increase the scientific content, activities, documentation and more visibility of AFOMP as a Federation of Organizations for increasing standards of Medical Physics education and status of Medical Physicists. There is more need to activate the dormant NMOs and to form NMOs where they do not exist. Close collaboration with other Professional Organization in the region is also emphasized. All members were requested to provide articles, activity information and contribution to AFOMP newsletter.

2. Thanks Giving

President congratulated Eva Bezak, Vice President of AFOMP for becoming Secretary General of IOMP, everybody in meeting welcomed and congratulated Eva for this important assignment.

All the AFOMP Excom members and council members thanked to JSMP for providing fund for Prof. Kiyonari Inamura memorial AFOMP Oration award for AOCMP 2019.

Then with the permission of President, the general secretary has put the agenda of the meeting one by one for discussion.

3. AOCMP 2018 Action Points

Please see the 2018 minutes attached (Document a) approved by the council.

4. AFOMP Excom meeting details- appraisal

Three online meetings of EXCOM were held through Skype which are as follows

Date 20.03.2019: Minutes of the 1st Executive Meeting, AFOMP:Online Skype meeting

Agenda-01: Upcoming AOCMP 2019 conference in Kuwait

Agenda-02: Prof. K. Inamura Oration

Agenda-03: ETC Chair, AFOMP

Agenda-04: Frequency of EC meeting AFOMP

Agenda-05: Fund Raising for AFOMP

Agenda-06: Travel Grant AOCMP 2019, AFOMP

Date 10.05.2019 Minutes of the 2nd Executive Meeting, AFOMP Online Skype meeting

- Agenda-01: Upcoming AOCMP 2019 conference in Perth
- Agenda-02: Pamphlet AOCMP 2019
- Agenda-02: Prof. K. Inamura Oration
- Agenda-03: NMO Reporting Template
- Agenda-04: AFOMP Meeting in Each NMO Annual Conference
- Agenda-05: Digital Signature for AFOMP
- Agenda-06: Advertisement for AFOMP Newsletter
- Agenda-07: Travel Grant AOCMP 2019, AFOMP
- Agenda-08: IDMP 7 November 2019
- Agenda-09: AOCMP 2020 Thailand

Date 01.08.2019 Minutes of the 3rd Executive Meeting, AFOMP Online Skype meeting

- Agenda-01: Upcoming AOCMP 2019, PERTH AUSTRALIA
- Agenda-02: Status of Abstract Review and Travel Award
- Agenda-03: Prof. K. Inamura Oration
- Agenda-04: Council Meeting Agenda
- Agenda-05: Endorsement of 119th Scientific Meeting of Japan Society of Medical Physics
- Agenda-06: Approval of the Constitution for the proposed society, SLMP (Srilanka Medical Physics Society)
- Agenda-07: Process of Fund raising

All are approved by council members

5. President's Address

Let me thank all the NMOs and the AFOMP council for giving me the responsibility and putting me in the confidence. After taking over the responsibilities of president AFOMP from November 2018, I have appointed chairs of committees and editor of AFOMP newsletter. With the help of webmaster the AFOMP website, is made more informative and dynamic.

The MOU for AOCMP 2019 was finalized and signed between AFOMP, MEFOMP and the organizers for AOCMP 2019 at Kuwait. Unfortunately the AOCMP 2019 Kuwait organizers backed out suddenly on the 16th April 2019 and it was a herculean task to find a venue/organizers for AOCMP 2019 in a short period. However with support of Prof. Eva Bezak, VP AFOMP we could convince EPSM 2019 organizers to combine EPSM with AOCMP 2019 which was agreed, thanks to ACPSEM and AFOMP EC for making it happen. The MOU was signed with ACPSEM for AOCMP2019 in thereafter.

The AFOMP newsletter with new look was brought out in June 2019.

AFOMP nominated Dr. Howell Round for FIOMP and the nomination was accepted. AFOMP has sent three nominators for IDMP 2019 awards from AFOMP region. AFOMP finalized 2019 Prof. Kiyonari Inamura AFOMP orator and with the help of Dr. Monzen, Chair FC about US \$ 1900 donation for oration is secured from Japan.

MOU for AOCMP 2020 signed in August 2019, the AOCMP 2020 will be held in Phuket, Thailand during 8 – 10 October 2020.

With help of AFOMP EXCOM, the membership dues of NMO received.

All NMO's are requested to inform about the scientific activities in their regions and keep one session of AFOMP in national meetings.

Negotiations are going on for getting corporate membership.

Constant communications between the chairs of committees and AFOMP EXCOM is maintained.

The Sri Lanka Medical physicists were encouraged to form the Medical Physicists association in Sri Lanka and formed the Sri Lanka Medical Physicists Society [SLMPS], similarly forming a Medical Physicists society in Pakistan is in process.

Once I put on records my sincere thanks to VP Prof. Eva Bezak, SG Dr. Anupama, Treasurer Kwan, Chairs Tomas, Chai, Monzen, Xiance for the support and carrying out the responsibilities of AFOMP.

6. Secretary General's report (Hasin Anupama Azhari)

It is an honour and pleasure to be a secretary AFOMP. After taking handover in November 2018 the EC officers tried best for more visualization of AFOMP activities

There were EC meetings with committee chairs held in every four months and also for need/urgency with short notice a Skype meeting was held. Ideas are shared between us and actions are taken accordingly.

AFOMP has now 21 organization of MP including NMOs and affiliated members. Mails are frequently given to members AFOMP, regarding conference, newsletter, subscription fee and other information. I must say you are the builders of AFOMP so your response and activities will make medical physics in Asia Oceania more visible. In our data base some of the NMO president and secretary addresses is not active. Please provide your president, secretary active email ID with designation to the circulating notes for better connectivity within us.

A NMO reporting template has been formed of each NMOs activities in each year.

Lastly thanks to the president and Vice president for their fruitful suggestions and prompt actions. Also to the committee chairs,, NMOS officers for their kind cooperation.

7. Treasurer's report (Kwan Hoong Ng)

8. Committee Reports

Education & Training Committee (Jin Xiance)

I was appointed as the Chair of Education and Training Committee [ETC] of AFOMP on March 27TH 2019.

I started my work right after accepting the position.

I emailed to previous ETC chair, Dr. Fukuda, and previous ECT members asking their willingness to continue to serve for ETC and their recommendation for new ETC members.

Based on the recommendation and correspondence, we finalized the list for the current ETC committee members on later April:

Dr. Hui-Yu Tsai, Taiwan; huiyutsai@mx.nthu.edu.tw
Dr. Kimi Bin Yang, Hong Kong; Kimi.b.yang@hksh.com
Dr. Puangpen Tanboonduangjit, Thailand; puangpen@gmail.com
Dr. Sunil Dutt Sharma, India; sdsharma@barc.gov.in
Dr. Shuichi Ozawa, Japan; ozawa@hiroshima-u.ac.jp
Dr. Weigang Hu, China; jackhuwg@hotmail.com

We updated the list on our homepage, as well as the terms of Committee Roles.

The committee meeting had been scheduled in the annual meeting, the 19th Asia-Oceania Congress of Medical Physics (AOCMP) in conjunction with the 2019 Engineering & Physical Sciences in Medicine Conference (EPSM), to update the committee roles of ETC, discuss the future plans to improve the education and training for medical physicists in AFOMP, and other issues.

As pointed in the committee roles, ETC will do our best to advance the practice of physics in medicine by fostering the education, training and professional development of medical physicists, and by promoting highest quality medical services for patients in the Asia and Oceania regions. Practically, we have come out some plans and will try to fulfill them during our following work.

- Translation of important international protocols (AAPM, IAEA, etc) to local languages in different regions.
- Build up the connections between associations in different regions to share some education resources. For example, one local association or institution A may hold one international workshop. If the invited speakers agree, they may also attend another workshop hold in some regions close to A.
- Encourage (even by providing some sponsorship or discounts from affiliate associations) resident MPs to take certification exams in their local region if there is an existed certification system in their own country or other regions.

Professional Development Committee (Chai Hong)

Terms of Reference:

- To promote and support international cooperation on continued improvement on medical physics professions in the Asia-Oceania region.
- To advice on and promote the standards of practice in medical physics and professional conduct.
- To identify the needs for professional relations and professional standards development through symposia, conferences, regional meetings, workshops, etc. and assist with the organization of these activities.
- To assist regional or national medical physics organizations to prepare AFOMP sponsorship proposals for professional relations meetings.
- To consider applications from national and regional organizations for sponsoring or endorsing meetings.
- To manage the AFOMP travel support programs.
- To prepare or provide support to develop where appropriate, policy statements, professional recommendations, codes of professional practice, and to establish or help to establish expert groups to address specific national, regional, or worldwide professional issues when needed.

Activities from Jan – Dec 2019

Jan 2019	IOMP will be supporting Asia-Oceania Congress of Radiology (AOCR) 2020 by sponsoring three speakers (Madan Rehani, John Damilakis, Kwan Hoong Ng) to AOCR2020 on 23-26 Jul 2020, Kuala Lumpur. Prof Dr Kwan Hoong Ng can represent AFOMP.
20 April 2019	Assoc. Prof. Dr. Chai Hong Yeong was invited to give a Keynote Speech as the Chair of PRC, AFOMP on “Art and Science of Radiation Protection” during the Radiation Protection Symposium 2019 at National Institute of Cancer, Malaysia.
8 – 10 Aug 2019	An open forum on “AFOMP and SEAFOMP Professional Development” has been held at the 17 th SEACOMP at Bali, Indonesia. Speakers include Prof Dr Anchali Krishanachina (Thailand), Hoang Anh Tung (Vietnam), Wai Lwin Lwin Kyaw (Myanmar), Vannyat (Cambodia), Viphapone Inphavong (Laos), Prof Dr Arimura Hidetaka (Japan), Dr Supriyanto A Pawiro (Indonesia), Prof Dr Kwan Hoong Ng (Malaysia), Prof Dr Djarwani (Indonesia) and Prof Agnette Peralta (Philippines). The forum started with short presentations from each participating country on the current status of medical physics education and clinical training in the respective country, followed by an open forum to discuss about strategies to strengthen medical physics profession in the ASEAN countries. The IAEA expert, Dr Ola Holmberg was also invited to join the forum. He has explained the activities initiated by the IAEA in fostering the development of medical physics especially in the developing countries. All countries are invited to propose TC projects to IAEA or participate in the current TC projects. Indonesia is currently hosting the IAEA/RCA regional project RAS6077 on “Strengthening the Effectiveness and Extent of Medical Physics Education and Training” in Asia Pacific. The e-learning system (AMPLE) will be heavily utilized in this regional project.
28-30 Oct 2019	Three sessions on Education & Professional Standards will be held on the first day of 19 th AOCMP at Perth, Australia. Prof Dr Arun Chougule will be giving a Keynote Speech on “Status of Medical Physics and Activities to Boost the Professional Development in the AFOMP Region”. Assoc. Prof. Dr. Jeannie Wong will represent Malaysia to deliver a keynote on “Postgraduate medical Physics Education in Malaysia.”
Oct 2019	Thailand – IAEA course (Madan Rehani)
7 Nov 2019 (IDMP)	<ul style="list-style-type: none"> - AMPI, India is going to celebrate IDMP during the national AMPI conference at Kolkata, 6 – 10 Nov 2019. - MAMP, Malaysia is going to organize a two days seminar “International Seminar on Medical Physics (ISMP 2019) at Kuala Lumpur, 7 – 8 Nov 2019. - Japan Five IDMP meetings (Chiba, Tokyo, Gunma, Nagoya, and Osaka) will be held at National Institutes for Quantum and Radiological Science and Technology, Tokyo Women’s Medical University, Gunma University, Fujita Health University, Osaka University on Nov. 7, 2019, supported by Japan Society of Medical Physics - Thailand - Indonesia - Taiwan - China - Australia - Singapore - Other countries
Dec 2019	AMPI, India is co-organizing a workshop with AAPM on Diagnostic Radiology, 16 –

	19 Dec 2019 at Delhi.
Dec 2019	The PRC committee aims to submit an article (together with the Education committee) to AFOMP or IOMP Newsletter on the current status and future development of medical physics in Asia-Oceania based on the collective information from the Open Forum in SEACOMP and Education & Professional Standards sessions at AFOMP 2019.

Activities for Jan – Dec 2020

11-15 May 2020	International Medical Physics Week: - Jaipur: One day scientific and public awareness programme (11 May 2020) -
8-10 Oct 2020	AOCMP-SEACOMP 2020 will be held on 8-10 Oct 2020 at Phuket, Thailand. The PRC committee will propose a mini symposium and Open Forum to discuss about the current status and future plan on strengthening the education and clinical training in medical physics in the region.

Issues to discuss during the AFOMP EXCOM 2019 meeting:

- To invite more PRC members from the following countries: Singapore (already emailed to James), Vietnam, Philippines, Cambodia.
- More specific and distinctive roles for each AFOMP Sub-committee are required. Currently some of the committee roles are overlapping, eg. ETC Committee with PRC Committee.

PRC Strategic Plans for AFOMP Council's approval:

No	Strategies	Actions	PIC
1	Compilation of medical physics related events in the region	- To gather all medical physics related events in the region on yearly basis, and post the list on the AFOMP Newsletter, AFOMP and member countries website. - Monthly update announcement will be sent to members by email. (Who has the email list? Could AFOMP Webmaster helps to send the announcement?)	All member countries to send their activities to YCH (yeongchaihong@gmail.com)
2	Regional cooperation for organizing medical physics events	- Currently each member country runs their events (eg. seminars, workshops, trainings) separately. It would be beneficial to combine the resources and run it as a regional cooperative effort. For example, each country chooses a specific topic to focus on and runs it at a regular basis, local participant fees will be applied to AFOMP members, speakers and training materials will be shared among member countries, etc. A standardized CPD template can be used (and hopefully get waiver of CPD application fee from IOMP). -	
3	Certification of practicing medical physicists	- Currently each country has its own certification process and requirements. AFOMP PRC can take a role in reviewing these criteria and serves as an advisory board for countries who needed professional guidance. -	

Science Committee (Tomas Kron)

Activities in the reporting period:

- Appointment of members
- Adoption of terms of references as reproduced in appendix 1
- Discussion of program for EPSM/AOCMP in Perth after the decision has been reached to hold the AOCMP conference 2019 not in Kuwait but in Australia. Details on the conference can be found at <http://epsm.org.au/welcome-to-epsm-2019/> . The committee members were appointed as Members of the International Scientific Committee (<http://epsm.org.au/committee2019/>)
- Contribution to selection of the Kiyonari Inamura Orator
- Discussion of abstract deadline and criteria for abstract selection for AOCMP
- Review of abstracts from AFOMP contributors EPSM/AOCMP. All Science Committee members participated in the review and completed the reviews on time using the portal provided by the conference organizers. A total of 115 abstracts were received and reviewed by two members. It is pleasing to note that all reviewers worked very quickly and completed the reviews on time in a tight schedule. I would also express my gratitude to local (Australian) reviewers who supported the process by helping with a few abstracts that were outside the expertise of the committee members.
- Contribution to design of the program for the conference.
- Noted the travel awards provided by AFOMP
- Initiation and support of EPSM/AOCMP organizers to apply for CPD appellation from IOMP.

Funding Committee (Hajime Monzen)

The **Funding Committee** raises funds from a range of sources and distributes them throughout the new era, enabling member nations and organizations, especially in developing countries, to build sustainable pathways for medical physicists of all abilities and to clearly communicate our core values of courage, determination, inspiration.

Committee Roles

- To recruit Corporate Members from industry for the purpose of providing funds to assist AFOMP activities
- To get grants from international organizations such as IOMP for AFOMP in its primary role of training and promotion of medical physics
- For the purpose of successful recruiting and getting grants mentioned above item 1 and 2 respectively, business plan of AFOMP activity should be presented to industries and international organization with close cooperation with other AFOMP Committees such as ETC, PDC and SC

Activities

As a financial committee, we received a donation of 200,000JPY (1,900USD) from three Japanese companies to Prof. Kiyonari Inamura Oration, which will be held at AOCMP (Perth).

Awards and Honors Committee (Eva Bezak)

The committee has been formed in April 2019 with representatives from 4 countries of the AFOMP region. It has both geographical and gender balance in its composition.

The following activities have been accomplished since the committee has been established:

- Development of the Terms of Reference of the committee. These are now listed on the IOMP website: <https://afomp.org/award-and-honors/>
- The chair made suggestions to the president re IDMP2019 nominations by AFOMP. (Final shortlist was: Tae Suk Suh, Eva Bezak, Shigekazu Fukuda.)
- Nomination (Prof Kwan Hoong Ng) was put forward for Prof Kiyonari Inamura Memorial AFOMP Oration. Nomination was accepted and Prof will accept his award and deliver his oration during AOCMP 2019 held in Perth, Australia, 28-30 October 2019.
- AFOMP travel awards were managed by the committee to enable early career medical physicists (under the age of 35) attend AOCMP 2019. A total of 17 applications were received from applicants from 7 countries. Upon checking the eligibility criteria, 11 applications were evaluated by the A&H committee based on the quality of the abstract and application submitted. A total of six awards have been assigned as follows:
 - ✚ Mara Wang - China 800USD
 - ✚ John Paul Bustillo- Philippines 500 USD
 - ✚ . Yin How Wong - Malaysia 500 USD
 - ✚ Shraddha Srivastava - India 800 USD
 - ✚ KawcharPatwary - Bangladesh 800USD
 - ✚ Suresh Poudel - Nepal 800 USD

While the selection was based on the scientific quality, the geographical representation of the awardees was also considered. Two of the awardees were females.

9. Progress report of AOCMP 2020 :

- MoU has been signed on 24 August 2019
- In website AOCMP 2020 has been well formulated.
- As Prof. Anchali could not attend the meeting so through email she has informed us to visit www.AOCMP2020.com to see the period of Congress 8-10 October 2020 at Duandjit Resort and Spa, Pa Tong Beach Phuket Island.
- Also accommodation can be available at special Congress rate of USD 60 including breakfast for two persons. Number of room arranged is around 200. There is no need to get cheaper hotel. There are several meeting rooms at different sizes.
- It was discussed that in next AOCMP meeting in Thailand regional meetings like AFOMP and ACPESM need to be done. Prof. Anchali will be requested also to arrange the meeting and also a pre congress meeting for course on education.

10. Fellow (FIOMP) IOMP

We are glad to inform that Howell Round Former GS AFOMP has been awarded as Fellow (FIOMP) IOMP

11. Endorsement of 119 meeting, JSMP to be held in April 2020

JSMP will be held next April in Yokohama (President: Hidetaka Arimura, Organizing Committee Chair: Akihiro Nohtomi). JSMP seek to AFOMP President and secretary for the endorsement of 119 scientific meeting. EC members have unanimously agreed to endorse JSMP event.

12. NMO Related

- Only Malaysia, Thailand, India, Japan, Bangladesh (BMPS affiliated) have submitted the reporting of their activities and NMO officers information through NMO reporting template.
- It has been decided email will be resend again by GS AFOMP to the NMOs to update their email ID as well as to submit the NMO reporting template. Those who do not submitted yet, they are requested to submit at the earliest. Update of officers email ID is mandatory for further active communications.
- Each NMO website must be updated and incorporate all the AOCMP congress notice and others. AOCMP 2020 in Phuket, Thailand need to be circulated in all NMOs website.
- It has been decided that at all national meetings there will be an AFOMP session which will provide more directives, activities to the members of the NMOs. In that case AFOMP logo can be used with proper permission of the ExCom, AFOMP. GS AFOMP will prepare slides to present AFOMP in general as well as each committee chair will do so regarding their activities. Different activities will be included in the slides before any AFOMP session organized by NMOs annual meeting.

13. Fund raising Activities:

- In FC report it is discussed.
- Also NMOS will create own fund for successful and frequent activities in medical physics.
- Regarding fund raising, companies will be invited to become corporate members. Different categories of the corporate memberships will be developed (like platinum/ silver/ bronze) - with mentioning the opportunities – draft to be prepared. Tak Suh will provide a sample of draft to EXCOM. Already a list of companies has been circulated to the EC to add more potential funders.

14. Fund Transfer Difficulties:

Hajime mentioned the difficulties regarding transfer money from Japan to the bank of AFOMP in Thailand. It was suggested to investigate options of transferring it to IOMP, registered as a company' and then IOMP will transfer to AFOMP.

Also, it was suggested to investigate whether AFOMP can be registered as IOMP for future smooth transfer of funds directly to AFOMP bank account. As a consequence Eva will ask Slavik Tabakov regarding this.

15. AFOMP news letter :

It is available in the website <https://afomp.org/afomp-newsletters/>

All NMOs are requested to publish articles, news, events using their own initiative.

Article submission deadlines are 30 November and 31st May of each year.

In 2019 two issues has been already published available in the website.

In AFOMP newsletter NMOs are encouraged to submit more scientific articles on their activities as well as PhD abstracts, etc.

Tomas suggested each NMO's information (alphabetic order) and summary of their activities can be published sequentially in one page of the AFOMP newsletter.

16. IDMP Week

IOMP has declared 11-15 May as IDMP week. Other than 7Nov all NMO are requested to celebrate the IDMP week and to inform the AFOMP. Arun has mentioned Jaipur will celebrate IMP week [IMPW]

17. Consideration of South-Asia Federation of Organizations for Medical Physics (SAFOMP) as a subgroup of AFOMP: Proposal from Bangladesh

There were many discussions made by Tak Suh, Kron, Arun regarding the formation of subgroup of AFOMP proposed from Bangladesh. Eva suggested as Bangladesh has applied to IOMP to consider SAFOMP as a regional organization. This process is going on, the further discussion can be withheld until a decision by the IOMP is reached.

18. 120th anniversary of the X-ray

On the 120th anniversary of the X-ray NMOs are requested to celebrate as well as to write articles on this and submit in AFOMP newsletter. Eva kindly asked Tomas to provide his article on roentgen which was written by him previously.

19. AOCMP 2021

For hosting AOCMP 2021 two countries; Japan and Bangladesh have submitted bids. After presentation by them voting has been conducted. As both bidders got equal number of votes the final decision was taken through toss by President. Bangladesh won and will host AOCMP 2021 in Cox Bazar Bangladesh from 10-12 December 2021.

Miscellaneous

- It has been proposed to promote young generation as well as NMO activities, more awards can be offered from AFOMP like best scientific award, best distinguished award, life time achievement award, best award for NMO activities etc. The AHC will come with a proposal for new awards within a month or so to the ExCom.
- Lastly Kwan has suggested reviving the AFOMP logo which includes some Chinese characters. It is decided to get further opinion on it.
- China has a large community in medical physics. But somehow they are not active in AFOMP. Jin was requested to contact with CSMP and make more connections with AFOMP. Also AOCMP congress can be held in China also.
- Arun has suggested that Japan has many scientific articles in Japanese language. These could be translated to English and can be uploaded to AFOMP' website.

- Eva proposed that best publications can be published in the three journals (AFOMP IOMP and ACPESM journal). The NMOs will be encouraged to publish papers in these journals and driven them in more scientific work.

All the aforementioned decisions have been approved unanimously by the council members. Lastly, President thanked the members for their cooperation and ended the meeting.

The meeting closed at 17:45 and was concluded by taking a group photo of the present Council members.

Prof. Arun Chougule

President, AFOMP

Prof. Hasin Anupama Azhari

Secretary General, AFOMP