

By-Laws of the Japanese Society for Hygiene

Article 1: General Rules

Section 1. The name of the Society shall be the Japanese Society for Hygiene.

Section 2. The mission of the Society is to advance and develop the field of hygiene.

Article 2: Duty

Section 3. The Society shall fulfill the following duties in order to accomplish the mission.

- (1) To hold a general assembly meeting
- (2) To publish **Nippon Eiseigaku Zasshi (Japanese Journal of Hygiene)** and the journal of **Environmental Health and Preventive Medicine**.
- (3) To hold meetings on topics of interest in hygiene research
- (4) To perform indispensable tasks related to the mission of the Japanese Society for Hygiene.

Article 3: Active Membership and Honorary Membership

Section 4. General and student members shall be individuals who agree with the goals of the society. Those who are recommended by a council and have submitted an application, with a summary of their academic history, research activities, and research achievements, to the Board of Directors shall be accepted upon approval of the Board.

Section 5. Organizations that agree with the mission of the Society may apply for supporting membership on the introduction of a councilor and by submitting documents describing their activities to the Board of Directors, and become supporting members upon the approval of the Board of Directors.

Section 6. General members aged 60 years and above may become permanent members upon the approval of the Board of Directors.

Section 7. General members, student members, and supporting members must pay their annual membership dues each year.

Section 8. General members, student members, and supporting members are disqualified if they fail to pay their membership dues or bring disgrace on the Society.

Section 9. General members and student members are qualified to attend academic general assembly meetings and present their research results, to publish them in the **Nippon Eiseigaku Zasshi (Japanese Journal of Hygiene)** and **Environmental Health and Preventive Medicine**, and to vote on resolutions at general assembly meetings. Supporting members may attend academic general assembly meetings. Copies of the above journals are distributed to general members, student members, permanent members, and supporting members free of charge.

Section 10. Honorary membership shall be open to distinguished individuals who have made an outstanding contribution to the Japanese Society for Hygiene. Honorary members shall be exempted from paying dues.

2. The selection of honorary members is defined elsewhere.

Article 4: Board of Executives

Section 11.

The society shall appoint the following Board of Executives:

President (one)
Vice President (two)
Directors (a small number)
Accounting Auditors (two)

Section 12. The Board of Executives shall be responsible for the following duties:

- (1) The President shall hold annual and council meetings.
- (2) The President shall represent the society and execute its duties, and the term of office shall be three years. The President may be re-elected and serve for a maximum of two consecutive terms.
- (3) The Vice President shall support the President. The Vice President shall serve for a term of three years with the possibility of renewal of terms, which, however, must not extend over 3 consecutive terms.
- (4) The Directors shall evaluate and manage activities of the Society. The Directors shall serve for a term of three years with the possibility of renewal of terms, which, however, must not extend over 3 consecutive terms.
- (5) The Councilors shall attend the council meetings and deliberate important issues. The Councilors shall serve for a term of three years with the possibility of renewal for one or more terms.
- (6) The Accounting Auditors shall audit the accounts of the Society and other related duties, and report the results to both the council and the general assembly meeting. The Accounting Auditors shall serve for a term of three years with the possibility of renewal for one or more terms.
- (7) The Editor-in-Chief of the journal, the Chairperson of the ethical committee, and the Chairperson (incumbent and a candidate for the next year) of the academic meeting shall have the right, without being selected by election, to attend the Board of Directors and discuss and administer business matters, but shall have no right to vote in the Board of Directors.

Section 13. The selection of Board of Executives is defined elsewhere.

Article 5: General Assembly Meeting and other meetings

Section 14. A general assembly meeting shall be held at least once during the Chairperson's term of service. The term of service shall begin on the day when the Chairperson of the academic meeting is nominated at the general assembly meeting and end on the last day of the following year's general assembly meeting.

Section 15. The general assembly meeting consists of two sections, the academic general assembly meeting and the administrative general assembly meeting. At the academic general assembly meeting, members shall give presentations on their research, and at the administrative general assembly meeting members shall deliberate and determine the duties and responsibilities of the Association. The administrative general assembly meeting operates under majority rule.

Section 16. Committees may be organized with the approval by the administrative general assembly meeting after evaluation by the Board of Directors and Board of Councilors. Committees may be regular committees or ad hoc committees. Their organizations and management are stipulated elsewhere. Chairpersons of committees may attend meetings of the Board of Directors.

Section 17. A research conference can be held if necessary. A research conference held under the name of the Society, however, shall be approved in advance by the committee of Board of Directors and the council, and be approved by the administrative general assembly meeting.

Article 6: Publications

Section 18. The Japanese Society for Hygiene shall publish **Nippon Eiseigaku Zasshi (Japanese Journal of Hygiene)** and the journal of **Environmental Health and Preventive Medicine**. The editorial office shall edit the journals. Duties and responsibilities of the editorial committee and the Instructions for Authors are specified in a different provision. Nonmembers shall pay the subscription fee in advance.

Article 7: Dues and Enrollment Fee

Section 19. All the members shall pay the annual dues for membership. An enrollment fee is required when becoming a member.

Article 8: Amendments and Others

Section 20. The by-laws may be amended by the administrative general assembly meeting, if necessary.

Section 21. The location of the Head Office shall be decided by the committee of Board of Directors.

Appendix

Section 1. The constitution takes effect on April 1, 2008.

Section 2. Incumbent Board of Directors shall perform the duties and responsibilities during the term of service.

Section 3. The Editorial Committee and Ethical Committee shall be regular committees.

Section 4. Annual dues for membership: (for the present)

¥100,000 for permanent membership

(Single lump sum credit)

¥10,000 for general member and councilor

¥9,000 for active membership

¥7,000 for student membership

¥30,000/share for supporting member

¥1,000 for enrollment

¥9,000 for subscription only