

Oslo, June 9, 1993

To all Invited Participants at the
IMIA Annual General Meeting

President

Marion J. Ball, Ed.D
1992-1995

Board of Directors

A. R. Bakker

Treasurer

1989-1994

B. G. Solheim

Secretary

1991-1994

S. Bengtsson

Vice President (EFMI)

1992-1994

A. Rosales

Vice President (IMIA-LAC)

1992-1995

J. R. Scherrer

IMIA-IFIP Liaison Officer

1988-1994

Trustees

J. R. Scherrer

1988-1994

K. C. Lun

1991-1994

Immediate Past President

J. L. Willems

1989-1992

Past Presidents

F. Gremy, 1968-1975

J. Roukens, 1975-1980

D. B. Shires, 1980-1983

H. E. Peterson, 1983-1986

S. Kaihara, 1986-1989

Dear Friends,

I am pleased to hereby invite you to the next Annual General Meeting of IMIA and the IMIA Institutional Members Meeting in Japan. The Preliminary Agenda for the AGM is enclosed.

The AGM will take place in Kyoto on September 11 and 12, while the Institutional Members Meeting Takes place in Tokyo on September 9. Enclosed please find detailed schedules worked out by our Japanese hosts.

A more detailed Agenda and DISCUSSION DOCUMENTS will be sent out by the middle of July.

Please do send the enclosed Reply Form A to Professor Takahashi before the end of June, and the Reply Form B to me, so that all practical arrangements can be made.

I look forward seeing you in Japan.

Sincerely Yours



Bjarte G. Solheim M.D., Ph.D.
Secretary of IMIA

Enclosures

IMLA

PROPOSED AGENDA

AGM MEETING

Kyoto, Japan

September 11-12, 1993

- 1 **EXECUTIVE COMMITTEE REPORT**

- 2 **STRATEGIC PLANNING**

- 2.1 Issues Committee Report
 Focus: Reorganization of IMLA
- 2.2 Revised IMLA Statutes

- 3 **PUBLICATIONS**

- 4 **MEMBERSHIP**

- 5 **WORKING GROUPS**

- 6 **MEDINFO 92**

- 7 **MEDINFO 95**

- 8 **UPCOMING MEETINGS**

- 9 **OUTSTANDING ISSUES**

- 10 **FUTURE MEETINGS**

Reply Form A

Sept 12 (Sun)

_____IMIA AGM (full day)

_____Banquet at Awata Sanso

Sept 13 (Mon)

_____MEDINFO SPC meeting

Sept 14 (Tues)

Extended Tours

If any comments

Please send this reply form by fax at your earliest convenience not later than June 30, 1993.

To Dr. Takashi TAKAHASHI
fax 81-75-751-3076

Sept 11 (Sat) _____reservation of Shinkansen ticket _____
 _____IMIA AGM (afternoon)
 _____social program

Sept 12 (Sun) _____IMIA AGM (full day) _____
 _____Banquet at Awata Sanso

Sept 13 (Mon) _____MEDINFO SPC meeting _____

Sept 14 (Tues) _____

Extended Tours _____

If any comments

Please send this form as soon as possible to the IMIA Secretary:

**Dr. Bjarte Solheim
IMIA Secretary, Professor
Red Cross and National Hospital
Blood Centre
Holbergsgt. 1
0166 Oslo
Norway**

Telefax: + 4722 943025

Telephone: + 4722 943014

IMIA Board Meeting and AGM Schedule

(September 6 - 9 IFIP General Meeting in Tokyo *1)

September 7 (Tues)

Board members who attend IFIP GA are requested to arrive on this date

September 8 (Wed)

Board members who attend IMIA meeting to Japanese potential institutional members are requested to arrive by this date

Some board members may attend IFIP meeting

Some members may go to Nikko or Kamakura for excursion (if we go to Nikko then we stay overnight at Nikko)

evening: meeting of IMIA Board and IFIP Executive Board*2 at Kogakuin University Conference room*3

September 9 (Thu)

morning free

full day IFIP GA (some IMIA Board members may attend)

14:00-17:00 IMIA meeting with potential Japanese Institutional members*4 †
at Sanjo-Kaikan in the campus of University of Tokyo
(organized by Takahashi)

evening IFIP banquet at Chinzan-so (western style)

September 10 (Fri)

09:00-17:00 IMIA board meeting
at Sanjo-kaikan in the campus of University of Tokyo

18:00-21:00 small concert of Japanese traditional music given by *the Association for International Exchange of Japanese Music*
banquet hosted by Kaihara

AGM members who may arrive in Tokyo International Airport may join evening social program

September 11 (Sat)

morning leave for Kyoto by super-express (shinkansen)

14:00-17:00 IMIA AGM at Kyoto International Comm. house in Kyoto city

18:00-20:00 welcome party at the same place*5

September 12 (Sun)

09:00-17:00 IMIA AGM continues in Kyoto

19:00-21:00 banquet at Awata-Sanso (Japanese style)*6
hosted by Takahashi and JAMI

September 13 (Mon)

breakfast informal MEDINFO 95 SPC meeting at Karasuma Kyoto Hotel*7

10:00-17:00 excursion in Kyoto and Nara

*1. IFIP GA will end one day earlier than originally scheduled, namely September 9. There will be no IFIP GA meeting on September 10.

† A whole day meeting including non Japanese Institutional Members is attempted arranged

- *2 IFIP is proposing to have a joint meeting between IMIA board members and IFIP executive board members, who are A.Rolstadas, Bl.Sendov, A.Balasubrahmanian, H.L.Funk, A.W. Goldsworthy, K.Baukneht, A.Melbye, J.C.Fourot
- *3 Meeting room will be a conference room of Kogakuin University at Shinjuku where IFIP GA is held.
- *4. IMIA meeting with Japanese potential institutional members was moved to Tokyo on September 9 (Thursday). After consideration we highly recommend to keep this meeting in half a day. It will be boring to attend a full day meeting especially for those who are not so much interested in IMIA. They just want summary, which can be given in half a day meeting.
- *5 Many of Japanese Medical Informatics Society board members will join.
- *6 Pure Japanese style restaurant with beautiful Japanese garden. You may enjoy a walk in the garden before dinner. Be prepared for Japanese style sitting position during dinner.
- *7 Kaihara wants to have an informal MEDINFO 95 Program Committee meeting on September 13 (Monday), as a *breakfast meeting* in Kyoto, since he wants to utilize the opportunity when some SPC members are available. There will be an excursion in Kyoto on that day and he tries not to conflict with this pleasant program.

Hotel Accommodations

We tentatively reserved two type of hotels in Tokyo and a hotel in Kyoto. Both hotels in Tokyo are located near University of Tokyo and center of the city. The hotel in Kyoto is also very conveniently located from various tourist points.

Tokyo Garden Palace (near Ochanomizu Station, 15 minutes on foot to Univ of Tokyo)
 address : 1-7-5, Yushima, Bunkyo-ku, Tokyo 113
 Tel 03-3813-6211, Fax 03-3818-6060
 price for one person (breakfast not included) 10,800 Japanese yen

Palace Hotel (near Tokyo Station, 15 minutes by taxi to Univ of Tokyo)
 address : 1-1-1 Marunouchi, Chiyoda-ku, Tokyo 100
 Tel 03-3211-5211, Fax 03-3211-6987
 price for one person (breakfast not included) 24,000 Japanese yen

Karasuma Kyoto Hotel (near Shijo-Karasuma subway station, 20 min. by taxi to Kyoto International Community House)
 address : Shijo-sagaru, Karasuma-dori, Shimogyo-ku, Kyoto 600
 Tel 075-371-0111, Fax 075-371-2424
 price for one person (breakfast included) 12,000 Japanese yen

Extended Tour

We asked to a travel agent with an expertise for foreigners tour to plan an extended tour for a few days. The plans include Hiroshima and Miyazima with an cruising for Seto inland sea. Please see a separate sheet for the information and return the application form to Dr. Takahashi.

NO. 1

Social Program: A sightseeing 1-day Tour in Nara and Kyoto

Course Code: E-1

Tour name: Excursion

Date and Time: Sep. 13 (Mon.) 10:00~18:30

Place to visit: Golden Pavilion, Kiyomizu Temple, Todaiji Temple, Deer Park

*This excursion is free of charge, and it takes about 9 hours, covering a full day.

*An English-speaking guide will accompany participants on this tour.

*Lunch will be served.

*Reservation in advance (an application form is enclosed) is recommended to ensure the attendance.

*Dead line of application is July 31, 1993.

*Itinerary: Leaving hotel by chartered motorcoach at 10:00
Tour of Kyoto, visiting Golden Pavilion and Kiyomizu Temple.
After lunch, transfer to Nara by chartered motorcoach.
Tour of Nara, visiting Todaiji Temple and Deer Park.
Return to Karasuma Kyoto Hotel at 18:30.

Optional Tours for Pay

*Course Code: L-1
Tour Name: Lady's Program 1
Date & Time: Sep. 11 (Sat.) 13:30~17:00
Place to Visit: Japanese "Sake" Factory, Japanese Kimono Village
Tour Fare: 7,300 Japanese Yen

*Course Code L-2
Tour Name: Lady's Program 2
Date & Time: Sep. 12 (Sun.) 09:30~15:30
Place to Visit: Kodai Yuzen-en and Gallery Kano Shouju-an (Tea Ceremony)
Tour Fare: 15,000 Japanese Yen

*Course Code P-1
Tour Name: Post meeting Tour
Date & Time: Sep. 14 (Tue.) ~16 (Thu.)
Place to Visit: Hiroshima, Miyajima and Inland Sea
Tour Fare: 96,000 Japanese Yen

*An English-speaking guide will accompany participants on each tour.

*Reservation in advance (an application form is enclosed) is recommended to ensure the attendance.

*Deadline of application is July 31, 1993

*Payment should be made by Japanese Yen (in cash or by traveller's check)

*at the tour information desk in Karasuma Kyoto Hotel
Tour information desk opens: 12:00~13:30 Sep. 11 (Sat.)
at Karasuma Kyoto Hotel*

The following credit cards: American Express, Master Card and VISA will be acceptable. (Personal Checks and banker's draft will not be acceptable)

*L-1, L-2 and P-1 tours with fewer than 15 applicants will be cancelled.

ITINERARY

L-1 (SEP.11. LADY'S PROGRAM 1, Meals not included)

Leave hotel at 13:30, transfer to "Gekkeikan" Japanese Sake Factory. Please enjoy tasting Japanese Sake. And transfer to "Azekura" Japanese Kimono Village. Return to Karasuma Kyoto Hotel at 17:00.

L-2 (SEP. 12. LADY'S PROGRAM 2, Lunch included)

Leave hotel at 09:30, transfer to Kodai Yuzen-en and Gallery. You can enjoy the experience of the Yuzen stencil dyeing process by making your own souvenir-handkerchief. After enjoying Western-style lunch, transfer to Kano Shoji-an. Tea Ceremony is the traditionally ritualized way of preparing, serving and drinking Matcha (powdered green tea stirred in hot water). Return to Karasuma Kyoto Hotel at 15:30.

P-1 (SEP.14~16. POST MEETING TOUR, 2-Breakfast and 1-Dinner included)

"1st day" Leave hotel at 09:00, transfer to Kyoto station and ride the Bullet train to Hiroshima, the world's first atom-bombed city. Tour of the city and Miyazima by chartered motorcoach, visiting Peace Memorial Park with its museum of A-bomb devastation relics, photos and date; and colorful Itsukushima Shrine, with a red "Torii" gate seemingly afloat in the sea.

Accommodation at Hotel Hiroshima Grand.

"2nd Day" After breakfast, transfer to Hiroshima station and ride the Bullet train to Okayama. Tour of the city, visiting Okayama Castle and Koraku-en Park, and Kurashiki. Accommodation at Setouchi Kojima (resort) Hotel with dinner.

"3rd Day" After breakfast, transfer to Seto-Ohashi Bridge. After the short rest at Yoshima island, transfer to Takamatsu. Tour of the city, visiting Ritsurin Park and Yashima. After sight-seeing, transfer to the pier and board a ferry which speeds through the picturesque Inland Sea, heading for Kobe. After arriving at Kobe, transfer to Karasuma Kyoto Hotel about 6:00 p.m.

NO.3

FAX TO : +81-75-751-3076,
TO : Dr. Takashi TAKAHASHI

APPLICATION FORM FOR EXCURSION AND TOURS

(PLEASE TYPE OR PRINTS IN BLOCK LETTERS)

NAME _____ TITLE AND POSITION _____

INSTITUTION _____

MAILING ADDRESS (OFFICE / RESIDENTIAL): _____

_____ COUNTRY _____

PHONE _____ FAX _____

ACCOMPANYING PERSON(S)

_____ (F / M)

_____ (F / M)

COURSE CODE L-1

PROGRAMS LADY'S 1 THE NUMBER OF PARTICIPNATS _____
DATE & TIME SEP-11. 13:30~
TOUR FARE 7,300 Japanese Yen AMOUNT _____ YEN

COURSE CODE L-2

PROGRAMS LADY'S 2 THE NUMBER OF PARTICIPNATS _____
DATE & TIME SEP-12. 09:30~
TOUR FARE 15,000 Japanese Yen AMOUNT _____ YEN

COURSE CODE E-1

PROGRAMS EXCURSION THE NUMBER OF PARTICIPNATS _____
DATE & TIME SEP-13. 10:00~
TOUR FARE FREE OF CHARGE

COURSE CODE P-1

PROGRAMS POST TOUR THE NUMBER OF PARTICIPNATS _____
DATE & TIME SEP.14~16 9:00~
TOUR FARE 96,000 Japanese Yen AMOUNT _____ YEN

TOTAL _____ YEN