Dear Friend,

Enclosed you will find the Agenda for the IMIA Annual General Meeting (AGM). The AGM will take place in Kyoto on September 11 and 12, while the Institutional Members Meeting takes place in Tokyo on September 9. A provisional agenda is enclosed for the Institutional Members Meeting, to which you are most welcome.

Our Japanese hosts have worked out the enclosed detailed schedules. Please note that the application deadline for the Social Programme is July 31.

In case you have not done so, please return as soon as possible the previously distributed Reply Form A to Professor Takahashi, 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
Provisional Agenda for the
IMIA Institutional Members Day
Tokyo, September 9, 1993

1. IMIA's role in facilitating collaboration and exchange of health information

2. IMIA, and how it changes to meet the needs of all participants in health information

3. Information infrastructure in health care

   Papers by:  John Silva  
               Allen Dowling, Ernest and Joung  
               Takashi Takahashi

4. Presentation of the Special Interest and Working Groups in IMIA

5. What do the Institutional Members want to gain from their relationship with IMIA?
IMIA Board Meeting and AGM Schedule

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

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* at Kogakuin University Conference room*

September 9 (Thu)
full day IFIP GA (some IMIA Board members may attend)
09:00-17:00 IMIA meeting with Institutional members 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*

September 12 (Sun)
09:00-17:00 IMIA AGM continues in Kyoto
19:00-21:00 banquet at Awata-Sanso (Japanese style)* hosted by Takahashi and JAMI

September 13 (Mon)
breakfast informal MEDINFO 95 SPC meeting at Karasuma Kyoto Hotel*
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.
*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.Bauknecht, A.Melbye, J.C.Fourrot
*3 Meeting room will be a conference room of Kogakuin University at Shinjuku where IFIP GA is held.
*4 Many of Japanese Medical Informatics Society board members will join.
*5 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.
*6 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. Please see a separate sheet for the information and return the application form to Dr. Takahashi.
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.
*Deadline of application is July 31, 1993.
*Ininerary:
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 Shoju-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: Okayama, Kurashiki, Seto-Ohashi bridge, and Takamatsu
Tour Fare: 59,000 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 Shōju-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)

"1st day" Leave hotel at 09:00, transfer to Kyoto station and ride the Bullet train to Okayama. Tour of the city and Kurashiki by chartered motorcoach, visiting Okayamajo Castle, Korakuen Garden, and Kurashiki, that the distinctive white walls and black tiles of the granaries that flank the city's picturesque canal are the trademark. Accommodation at Kurashiki Kokusai Hotel.

"2nd Day" After breakfast, transfer to Seto-Ohashi Bridge by chartered motorcoach. After the rest at Yoshima island, transfer to Takamatsu. Accommodation at Takamatsu Grand Hotel.

"3rd Day" After breakfast, tour of the city, visiting Ritsurin Park and Mt. 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 by chartered motorcoach about 6:00 p.m.
For detailed map of this area, see map C (P.T.O.)
FAX TO: +81-75-751-3076,  
TO: Dr. Takashi TAKAHASHI

APPLICATION FORM FOR EXCURSION AND TOURS

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TOTAL YEN