

The Regulation of The Japanese Orthopedic Manual Therapy Association

Part I General Rules

(Name)

Article 1. This Society shall be called/named The Japanese Orthopedic Manual Therapy Association, hereinafter JOMTA, as abbreviated.

(Office)

Article 2. The office of this association is set :
No. 967, Kitasaka-cho, Higashioomi-shi, Shiga- Prefecture, Japan

(Purpose/Aims)

Article 3. This association is aimed to study, research and spread the Orthopedic Manual Therapy:OMT academically and contribute and promote for the development of medicine, health and welfare.

(Enterprise/Tasks)

Article 4. To achieve/reach the purpose/aims as mentioned in the preceding article, this association shall proceed the following activities:

- (1) Improvement of the academic knowledge and skills of OMT
- (2) Offering courses for research, study and training of OMT
- (3) To be affiliated with the International Federation of Orthopedic Manipulative Therapists (IFOMT), and to exchange with the affiliated countries academically and friendly.
- (4) Publishing documents and reports as researched work.
- (5) Wide-spreading and education of OMT
- (6) Concerning Health and Welfare of the members
- (7) The others, all necessary matters to achieve/reach the purpose/aims of the association

Part II Membership

(Qualification)

Article 5. The membership of this association consists of following three categories:

- (1) A full member: a member of the Japanese Physical Therapy Association (JPTA), who has attended and completed the training courses that are recognized by the International Federation of Orthopedic Manipulative Therapists(IFOMT)
- (2) An associate member: a member of the Japanese Physical Therapy Association(JPTA),who attends the training courses, that are recognized by the International Federation of Orthopedic Manipulative Therapists(IFOMT)
- (3) A supporting member : an individual or a group, who agrees and cooperates with the aims of this association mentioned in the previous article

(Admission and Withdrawal)

Article 6. Everyone who wants to become a member of this association must submit one's

application form for admission to the president and must be approved by the Board of Directors.

2. A member of this association may withdraw from the association with notification

3. A member of this association shall be regarded as having withdrawn when it comes under following each issue:

- (1) in the case of death
- (2) revocation of physical therapist license
- (3) upon withdrawal from the Japanese Physical Therapy Association (JPTA)
- (4) Without having proper reason, remaining more than a year without paying membership fees, disregarding reminder

(Expulsion)

Article 7. A member of this association who has defamed this association or has done against this regulation shall be expelled from the membership by the resolution of the general meeting. However, for that member the opportunity to explain must be given prior to the general meeting.

(Membership Fee)

Article 8. A member shall pay the membership fee, that is separately provided by the general meeting.

(No-Return & No-Repayment of the contributed money and goods)

Article 9. Membership fee and other money and goods already paid shall be neither repaid nor returned.

Part III Executives

(Classification)

Article 10. The following executives are placed in this association:

- (1) 1(one) president
 - (2) 2(two) vice-presidents
 - (3) 8(eight) directors
 - (4) 2(two) inspectors
2. The president and two vice-presidents shall be directors.

(Election)

Article 11. The executives shall be elected from the full members at the general meeting.

(Responsibilities & Duties)

Article 12. The president shall present this association and control its tasks.

2. The vice-presidents shall support and assist the president and act for the president with his duties according to the rank placed by the board of directors in the case of an accident with the president or when the president dropped out from the association.
3. The Directors shall execute the tasks of the association.
4. The inspectors shall supervise the tasks of the association and audit the accounts.

(Term of Office)

Article 13. The executives' term of office is 2(two) years.

However, the reappointment shall not be hindered.

- (2) The term of office for the substituting executive shall be the term left by the predecessor.

- (3) Either with the resignation or with the expiration of term of office, executives shall carry out their duties until their successors will take their offices.

(Dismissal)

Article 14. Based on the resolution of the general meeting, an executive shall be dismissed when it comes under following each issue:

- (1) When it is recognized that he/she cannot bear executing his/her duties because of mental or physical disorder.
- (2) When it is recognized that a breach of one's obligation concerning his/her office has been found and besides this, the conduct has been found unsuitable as being an executive.

(Other Organs)

Article 15. This association may have advisers and counselors.

Part IV Meetings

(Classification)

Article 16. Meetings shall be the general meeting and board of directors, and the general meeting shall be the regular general meeting and an extraordinary general meeting.

(Constitution)

Article 17. The general meeting shall consist of the members mentioned (1) and (2) in the article 5.

2. The board of directors shall consist of directors.

(Competence)

Article 18. The general meeting shall resolve the following matters besides the separately set items in this regulation:

- (1) decision on project/scheme
 - (2) approval to the reports on the activities
 - (3) decision on the budget for revenue and expenditure
 - (4) approval to the closing accounts of the balance
 - (5) the other important matters concerning the administration of this association
2. The board of directors shall resolve the following matters besides the separately set items in this regulation:
 - (1) matters concerning the executing subjects decided by the general meeting
 - (2) additional matters to be discussed at the general meeting
 - (3) the other matters that shall not be needed to have the resolution of the general meeting concerning the execution of the tasks of the association

(Holding Meetings)

Article 19. The regular general meeting shall be held once annually.

2. An extraordinary general meeting shall be held, when the board of directors recognizes it necessary or more than a half of the members claims or asks for it.
3. The board of directors shall be held, when the president recognizes it necessary.

(Convocation)

Article 20. The president shall convoke a meeting.

(Chairperson)

Article 21. The chairperson of the general meeting shall be elected from the full members who are present at the general meeting.

2. The chairperson of the board of directors shall be the president.

(Quorum)

Article 22. The general meeting shall not be held unless the presence of more than one-third of the constituting members or more than a half of the full members.

2. The board of directors shall not be held unless the majority of the directors is present.

(Resolution)

Article 23. With the exceptions of the cases set separately in the articles of the association, the proceedings of a meeting shall be determined by the majority-agreement of the constituting members who are present at the meeting, and if the pros and contras are the same numbers, the chairperson shall decide.

(Written Vote)

Article 24. When a constituting members of the meeting can not attend a meeting because of the unavoidable reasons, he/she may vote in written form on the matter that has been notified previously. In this case, with the application of the previous Article 22, it shall be regarded as being present.

(Minutes of Proceedings)

Article 25. Regarding the proceedings of the meetings, the minutes of the proceedings shall be made with the following items written:

- (1) Date and Place
 - (2) Up-to date numbers of the members or directors
 - (3) Numbers of the members or the names of the directors who were present at the meeting
 - (4) Decided items
 - (5) Summary of the process of the proceedings and its results
 - (6) Concerning the nomination/appointment/election of the signers on the minutes of proceedings
2. On the minutes of the proceedings, out of the chairperson and the members or directors who were present at the meeting, more than two signers who have been nominated/appointed/elected at the meeting, shall sign and stamp.

(Presence of Inspectors)

Article 26. Inspectors shall be allowed to be present at the meeting and tell their opinions.

(Committee)

Article 27. When the president has approved to be necessary, a committee shall be formed with the recognition of the board of directors.

Part V Assets and Accounts

(Constitution of Assets)

Article 28. The property of this association shall be constituted with the following items:

- (1) assets written on the property lists

- (2) membership fee
- (3) money and goods donated
- (4) income related to the activities
- (5) income related to the assets
- (6) other income

(Management of the Property)

Article 29. The president shall control the property and the way how to manage shall be decided by the board of directors.

(Payment of expenses)

Article 30. The expenses of this association shall be paid with its property.

(Project/Scheme & Budget)

Article 31. The budget of the project/scheme of the association shall be made by the president, and shall be set by the general meeting prior to the beginning of the each fiscal year. To amend this, the procedure shall be the same.

(Provisional Budget)

Article 32. Disregarding the previous article, because of the unavoidable reasons, when the budget shall not be approved, the president shall be able to execute according to the previous fiscal budget until the approval of the budget through the decision of the board of the directors.

2. The revenue and expenditure of the previous subject shall be regarded as the newly approved budget of revenue and expenditure.

(Reports on Activities and Closing Accounts)

Article 33. The president shall make the reports on the activities and closing accounts of this association, and at the end of the fiscal year the reports shall be audited by the inspectors with the lists of the property and shall be approved by the general meeting within three months after the end of each fiscal year.

(Fiscal Year)

Article 34. The fiscal year of this association starts on the 1st of April each year and ends on the 31st of March the next year.

Part VI Amendment of regulations & Dissolution

(Amendment of Regulation)

Article 35. This regulation shall be amended unless the two-third of the full members determines at the general meeting.

(Dissolution)

Article 36. To dissolve this association, it is required to be decided at the general meeting as a resolution with more than three-fourth of the full members present .

(Disposal of the Left Property)

Article 37. The left assets when this association is under dissolution, the total amount shall be donated to the Japanese Physical Therapy Association.

Part VII Supplementary Rules

(Entrustment)

Article 38. At the enforcement of the regulations, the president of the association shall set the necessary items with the resolution of the board of directors.

Additional rules: This regulation shall become effective from the 24th of January, 1998.

This regulation shall be put in force from the 16th of October, 2004, with the partial amendment.

Private Regulations

1. The annual membership fee shall be as follows;

full member 3,000 YEN

associated member exemption

supporting member 20,000 YEN

Additional rules: These private regulations shall become effective from the 24th of January, 1998.

This private regulations shall be put in force from the 16th of October, 2004 with the partial amendment.