

# **Report on the Finance and Accounting for 11<sup>th</sup> IUPAC International Congress of Pesticide Chemistry Kobe in 2006**

February 20, 2007

Finance Committee of the IUPAC Kobe

In order to hold and smoothly run an International Union of Pure and Applied Chemistry (IUPAC) Congress, secure financial resources and effective payment of expenses is absolutely essential. Social conditions today are quite different to those in 1982, when the 5th IUPAC Congress was held in Kyoto, during what was a period of creativity and development in Japan, and the difficulty of raising funds via donations from the agrochemical industry and public institutions was foreseen from the beginning. To achieve these goals, Prof. Sasaki (Kobe University, PSSJ executive board of trustees), who formerly worked in an industry and Dr. Umetsu (Otsuka Chemical Holdings, President of PSSJ) were nominated respectively as a director general of the secretariat and as a chief of financial committee of the IUPAC Kobe Congress Organizing Committee,.

The following details our financial viewpoint, the selection of a venue and facilities, the congress budget plan, fund raising and expenses.

## **(1) Selecting the venue and facilities from a financial viewpoint**

When deciding to hold this congress in Japan, we had to take into account the size of the meeting, content (session (oral) presentations, poster presentations, luncheon and evening seminars, commercial exhibition, various events), the number of participants, as well as a possible venue. Tokyo (including Chiba and Yokohama), Kyoto (Kyoto International Conference Hall), and Kobe were put up as candidates, and rough cost estimates were taken (based on 1,000 participants). As a result, Tokyo and Kyoto turned out to be around 30% (approximately ¥30 million) more expensive than Kobe. Further, the financial support from Kobe City and the Tsutomu Nakauchi Foundation (approximately ¥6 million at the time) that would be received if the event were held in Kobe (International Conference Center Kobe and Portopia Hotel) was financially attractive. When other factors were also taken into account, in the end the decision to hold the congress in Kobe proved to be very fortunate from a financial viewpoint.

It should be noted that the luxury hotel, Portopia Hotel, which has a high percentage of international guests, was most kind in setting a very low tariff for congress participants (Single room, ¥11,500 incl. breakfast).

## **(2) Estimating Participant Numbers and Establishing a Budget**

Once Kobe had been decided on as the venue for the congress, an estimation (scenario) of the size, content (session (oral) presentations, poster presentations, luncheon and evening seminars, other events), and participant numbers was required.

For the time being, 100 “session speeches”(originally known as “invited lectures”, the name was changed due to the number of requests from presenters for honorariums and different incentives), 400 poster presentations, 18 luncheon and evening seminars (between 20 and 40 presentations), and a commercial exhibition with 128 booths were decided on. Approximately 50% of the congress’s budget was to be funded by participant registration fees, thus we tried to be prudent with the estimated number of participants, however this was extremely difficult. In the end, we referred to the number of participants at the previous symposium in Basel (Switzerland) in 2002, and the number of participants was budgeted as 1,000, with the actual target 1,152 participants as shown in **Table 1**. In the past, as the majority of participants in this congress tended to be researchers from Europe and the United States, and taking into account the decline in the number of participants with each congress, a target of 1,000 participants was considered to be a large hurdle. Securing as many participants as possible from Japan, and neighboring China, Korea, and Southeast Asia became a financial priority. With the aim of actively attracting participants from Southeast Asia, as well as other developing countries, the early registration fee was set relatively low at ¥50,000 (At the previous congress in Basel it was approx. ¥75,000, before that in London it was approx. ¥100,000), and the late registration fee at ¥65,000. In addition, to encourage participation from young researchers such as postgraduate students, a student registration fee, which was not offered at the previous congress, was set at ¥20,000. Because registration fees were set so low, it became very urgent to ensure large participant numbers, and secure financial resources other than participant fees.

Thus the budget draft was set under the above conditions. The budget draft development was adjusted many times for expenditure, and the plan on the right in **Table 2** proved to be the most reliable. Venue related expenses (1) 1.-3.) ¥13.9 million; Exhibition and construction related expenses ¥8.3 million; Reception expenses ¥9.5 million; Informational activity expenses (HP, abstract, leaflet) ¥14.5 million; Proceedings expenses ¥10 million; Session speakers, etc expenses ¥18.4 million; Organizing committee activity expenses ¥7.5 million; Congress preparation expenses ¥7.5 million; On-the-day expenses ¥5 million; Credit card fees ¥3 million; Miscellaneous expenses ¥3 million; Reserve fund ¥8 million; Total ¥110.3 million. However, at this point, the overall image of the congress had not been determined, and it was accepted that there were still expenses that could occur at a later date, thus the question was raised of whether a reserve fund of ¥8 million reasonable or not (would it be too much, or not enough?).

### **(3) Basic plan for financing and income budget draft**

Once it was determined that ¥110.3 million would be needed to run the congress, an appropriate plan for financing was worked out. As previously mentioned we had assumed that the number of participants would be 1,000, with pre-registration of 500, late registration of 400, student registration of 200, which would give registration fees income of ¥25 million, ¥26 million, and ¥2 million respectively, for a total of ¥53 million, and the difference of ¥57.3 million needing to be covered from other income. With consideration of the operation of recent various international conferences, and the current situation of the pesticides industry, we decided on the following basic financial approach:

Cover congress costs wherever possible using funds from registration fees, congress dinner etc.

Contributions will not be collected private enterprise and individuals. There will be a special registration fee for corporations to send participants (¥100,000) to participate in the congress, however this is not recorded in the initial budget.

Seek to attract sponsorship and grants from public institutions and foundations.

Approach academic societies, corporations, and public research organizations to hold luncheon and evening seminars, and receive sponsorship money. The Pesticide Science Society of Japan will also hold as many seminars as possible.

Actively encourage commercial exhibitions, and collect exhibition booth charges.

Deliver the best research achievements on the smallest possible budget by eliminating the festival-style elements from the congress, and focusing on more business-like presentation of the results and discussion of pesticide science and related areas.

By applying the above rules, we adopted a new method of financing, and aimed to earn ¥27.3 million in “operational income” (see **Table 2**), in addition to income from registration fees, via sponsorship of luncheon and evening seminars, and exhibition booth charges. Further, a total of ¥30 million was recorded in grants from public institutions and foundations, sponsorship, and subsidies from the International Pesticide Industry Exchanges Fund (after-mentioned). Through registration fees, operational income, and subsidies/sponsorship, we covered a budget of ¥100.3 million.

At this point, we realized that additional financing would be required, as the content of the congress had become more congested.

#### **(4) Financing**

##### **Participant Registration Fees**

To achieve the income estimated in the congress budget, we firstly had to ensure there would be more than 1000 registration fee-paying participants. For that reason an advertising and public relations campaign was conducted aggressively, not just in Japan, but also in Europe, the United States, China, Korea, and other countries. A member of the Organizing Committee (Prof. Miyagawa, Program Committee Chairperson) was recruited to take pamphlets to the International Plant Protection Congress (Beijing). Publicity was conducted in many country in Europe (Prof. Ohkawa, Organizing Committee Chairman, and Dr. Ueyama, Vice Chairperson); publicity presentations were given at the East China University of Science and Technology (Shanghai) and Central China Normal University (Wuhan) (Dr. Umetsu, Finance Committee Chairman, and Prof. Sasaki, Chief Secretariat); publicity was conducted at Nankai University, China etc (Prof. Ohkawa and Dr. Tanaka, Organizing Committee); pamphlets were distributed at the British Crop Protection Congress (Prof. Ando, Tokyo University of Agriculture and Technology); Publicity was conducted at the 5th Pan-Pacific Conference of Entomology (Jeju, Korea) (Dr. Umetsu and Dr. Ueyama); Publicity was conducted at the National Meeting of the American Chemical Society (Agrochemical Division, Dr. Umetsu and Dr. Ueyama); Publicity was also conducted at the various meetings of the Pesticide Science Society of Japan. Nationally, advertisements were placed in newspapers and magazines, such as The Chemical Daily, Japan Agricultural Communications, Bulletin on Agriculture and Forestry Technology in Japan and Agriculture Today (Konnichi-no-Nougyou). The congress was also advertised on not just the website for the Pesticide Science Society of Japan, but also on the websites of as many different related national and international organizations as possible (The Phytopathological Society of Japan, Japanese Society of Applied Entomology and Zoology, ACS Agrochemical Division etc). Further, announcements were sent via email to the participants of the previous meeting in Basel, and members of the Pesticide Science Society of Japan.

To actively attract participants from developing nations and surrounding Asian countries, selected presenters in the poster, luncheon and evening sessions received fully subsidized registration fees, through grants provided by the Pesticide Society of Japan and Chairperson Ohkawa. In the end, 48 presenters (general participants) and 12 student presenters had their registration fees fully subsidized. These programs brought in extra registration fee income.

The Pesticide Society of Japan offered its own subsidies in the amount of half the registration fees to members (full and student) who presented posters, and to senior members. A total of 81 participants benefited from this system.

As a result of these efforts and measures, 624 people had pre-registered for the congress by April 15, 2006 (Registration fees income: ¥31.2 million). By one month before the congress (July 5), 127 people had completed late registration (¥8.255 million). The combined total for student early and late registration was 104 people (¥2.08 million). If we include here the total of 92 session and keynote speakers and plenary lecturers who were exempt from paying registration fees (19 of whom did actually complete early registration and pay registration fees of their own accord), by July 5, 947 people had completed registration. At the same time, with the cooperation of members of the Organizing Committee who belonged to industries, the promotion of the congress along with requests for special registration fees (asking 100 thousands yen instead of early registration fee of 50 thousands) for agrochemical companies and agrochemical-related companies (pesticide residue analysis, toxicology laboratories and etc) was progressing. This resulted in obtaining 99 people (99 registrations, ¥9.9 million) up to several months prior to the congress (**See Table 3**).

As was explained above, by the time online registration was due to close on July 5, 1,046 people had completed registration, clearing our original target. However, at that stage it turned out that the budget for the congress had substantially exceeded our original budget, and it was determined that financially we needed around 100 more participants by the day of the congress. At this point, as well as sending out a final reminder in Japan (pamphlets, email), we decided to halt the planned closing of the homepage, and called for more registrations. Because registrations were no longer available via the website from July 6, we changed over to fax applications. This resulted in an extra 45 registrations (36 full participants, 9 students) providing extra revenue (registration fees: full registration ¥70,000, Student ¥20,000, Total ¥2.7 million) up to the day before the opening of the congress (August 5). Further, during the congress we were fortunate to receive 52 full registrations and 22 student registrations on the day, for a total of ¥4.08 million in income. Including the registrations for 68 accompanying persons, the number of registration fee-paying participants reached 1,141 people (excluding 92 people who registration fees were waived). Total registration fees including cancellation charges came to ¥58.93 million. The total amount of registration fees waived was ¥4.6 million. This amount was transferred to income in the initial budget, and the same amount used as expenses for session speakers. In actual operations, on the website it was changed to exempt from the start.

It should be noted that though the total numbers of registration fee-paying participants and registration fee-waived participants were only 1233, total participants to the congress were 2053 including Japanese seminar participants, congress operating staff and journalists (see **Table 5**)

### **Operational Income**

The pillars of operational income were the sponsorship monies for the luncheon and evening seminars and exhibition booth charges, hospitality room rental, program advertising, and congress bag advertising (the use of corporation names).

In regard to the luncheon and evening seminar sponsorship, it was expected to be difficult to achieve the 18 we had originally planned for, however with the efforts of commercial exhibition committee we ended up with 28 seminars (See **Table 4**, 50 presentations). Out of this number, six were hosted or joint-hosted by the Pesticide Science Society of Japan. The amount of sponsorship was determined by the size of the room (capacity seating), at ¥700,000 (240 people), ¥450,000 (140 people), ¥350,000 (100 people), and ¥150,000 (50 people). Expenses for lunches and dinners for the participants of the seminars were borne by the Organizing Committee. The amount of sponsorship provided by the Pesticide Society of Japan was ¥1.55 million. Total income from sponsorship came to ¥11.13 million, and from this amount ¥2.16 million was used for meals (2160 meals).

There were very few applications initially for the commercial exhibition, and it was very difficult to attract companies. However, due to the constant efforts of those involved, and the publicity from the scale of the congress and the number of participants, applications increased, and 48 companies participated in the exhibition. Income from this came to ¥13.30 million. A total of ten high public societies organizations (the Phytopathological Society of Japan, Japanese Society of Applied Entomology and Zoology, ACS, CLI, IUPAC etc) and research institutes (National Institute for Agro-Environmental Sciences) were given a booth free of charge. Although they did not pay the exhibition booth fee, it is felt that they did affect the overall number of participants (participant registration fees).

Because we had booked the entire venue at the International Conference Center Kobe during the congress, we were able to rooms that had not been scheduled for use as hospitality rooms (seven rooms), generating income of ¥1.15 million. Further, income generated from the program and Gazette advertising, and the congress bag, totaled ¥1.64 million. If we then include the costs of participating in the congress dinner and excursion, operational income then comes to ¥32.29 million.

### **Subsidies and Sponsorship**

It was decided to not raise funds via donations (contributions) from corporations etc, however the collection of sponsorship and subsidies from public institutions was actively undertaken. That resulted in a total of ¥8 million from the host city Kobe city (¥5 million), and the Tsutomu Nakauchi Foundation (initially ¥1 million then increased to ¥3 million), and ¥4.9 million collectively from National Institute for Agro-Environmental Sciences, Japan Plant Protection Association, Kato Foundation for the Promotion of Science, Sankyo Foundation of Life Science, the Honokai Foundation, Japan Food

Chemical Research Foundation, Agro Kanesho Co. Ltd, Bayer CropScience, IUPAC, and ACS Agrochemical Division (see **Table 2**). The ¥600,000 received from Bayer CropScience was given as a poster Award (Bayer CropScience Award). Measures were taken to ensure that monies received from public institutions were tax exempt.

Crop Life International, who gave a great financial contribution at the previous symposium (Basel, Switzerland) were approached for a \$60,000 grant, and although the Registration Secretariat granted the application, it was then turned down at the last minute. However, in response to our re-request concerning financial contribution as the previous congress (Basel, Switzerland), Syngenta, BASF, Bayer, DuPont, FMC, and Sumitomo Chemicals, six of the member corporations of PAG contributed \$60,000 (¥7.01 million) based on sales volume. This money was then received via Crop Life International.

Meanwhile, the surplus (¥11.02 million) from the 5th International Congress of Pesticide Chemistry in 1982 that had been managed by the (Japan) Crop Protection Association as an International Pesticide Industry Exchange Fund was transferred to this organizing committee.

When the above amounts were then totaled, sponsorship and subsidies came to ¥30.93 million, above what was initially budgeted.

## **(5) Expenses**

The cardinal rule of financially controlling an international meeting is to secure the source of revenue, and rein in expenses with effective management. At the same time, it must also be bold enough to use the expense account. The finance chair uniformly manages expenses, and with the cooperation of each committee member he dramatically cuts expenses and increases the budget of each item if necessary. A large part of the congress management (Expenses: ¥90 million), excluding matters relating to the Organizing Committee, onsite management, and the Proceedings, were entrusted to JCOM (an affiliate of JTB). Consequently, we explained how we wanted the congress to be managed, how we wanted the budget to be used, and the philosophy of the Organizing Committee, and it was important that JCOM act in accordance with the principles we had set out.

**Table 2** displays the initial draft plan and closing balance in relation to expenses (as at November 30, 2006), however we do recognize the large difference between the initial draft plan and the closing balance. Venue-related expenses, publicity-related expenses, onsite-running expenses increased dramatically. In the initial plan, most of the congress activities were to take place in the International Conference Center Kobe. However due to the increase in participant numbers and the securement of the poster venue (600 presentations, increased from 400), implementation of the pesticide safety seminar for the general public, the inclusion of the pesticide residue seminar, the

increase in commercial exhibitors and other things, it became necessary to also make use of the adjacent Portopia Hotel. Thus venue costs increased from ¥7.3 million to ¥17.07 million, however we were then able to stage high quality seminars and the poster sessions. It was thus considered to be an effective use of funds.

Publicity-related expenses such as website running expenses, program, abstracts CD, poster and pamphlet expenses, also greatly increased (from ¥14.5 million to ¥19.98 million). The Organizing Committee was split as to whether to produce a CD-ROM of abstracts for oral presentations (keynote lectures, session speeches etc) and poster presentations, or have them printed. However, in the end for the convenience of participants (in particular the older participants who would be unaccustomed to using a CD-ROM, and session organizers and poster award selection committee members etc who would need to review abstracts), it was decided to produce and distribute both the CD-ROM and the printed version. When considering the increase in expenses from producing the CD-ROM and other components, the printed version was produced by the Pesticide Science Society of Japan (with the help of member volunteers at one quarter of the cost of the estimate), and distributed to both member and non-members. The Organizing Committee bore part of this cost.

Congress staff on-the-day were comprised mostly of JCOM staff, student casual staff, volunteer members, and members of the Organizing Committee, however as the scale of the symposium had greatly increased from the original plan, onsite running expenses increased from the original estimate of ¥5 million to ¥9.71 million. Although only partial support for accommodation and travel expenses of the volunteer members was provided, everyone worked committedly towards the success of the congress.

Expenses for session and keynote speakers, and plenary lecturers, more specifically the travel and accommodation expenses of the speakers and lecturers were originally budgeted at ¥18.4 million, however the actual result was only ¥2.87 million. Although, if you include the total amount of waived registration fees, ¥4.6 million, actual total expenses for the speakers comes to ¥7.47 million. The substantial difference was due to the fact that, firstly, many session speakers and lecturers were requested to not to ask for financial support if they had the budget to attend themselves, secondly a portion of speakers and lecturers had their expenses paid for by corporations, and thirdly a large portion of speakers and lecturers came from within Japan or neighboring countries.

In addition, in the original budget, JCOM's management fees (JCOM's share) were zero (the fees were included in each individual item thus zero on paper), however in the final accounts it is listed as ¥6.88 million.

## **(6) Settlement of Accounts**



For the reasons given below the accounts for the congress that concluded on August 11 cannot be confirmed (as at December 10, 2006), and the settlement of accounts is provisional.

The Proceedings for the congress is currently being edited, and the final expense will not be known until binding and distribution are complete.

There was some unauthorized use of credit cards by a number of participants from developing countries when paying registration fees, and the credit card companies have reclaimed the amounts. In this instance, the Organizing Committee (via JCOM) has an obligation of restitution. There were five months from the first unauthorized use to the repayment demand.

In regard to the editing/binding/distribution of the Proceedings mentioned in , in view of the fact that that Organizing Committee has effectively ceased operations, the business was relegated to the Pesticide Science Society of Japan for a total of ¥9.5 million (¥500,000 less than the budgeted amount). If, for any reason, the expense is more than ¥9.5 million, the difference will be the responsibility of the Pesticide Society of Japan, and any resulting surplus is to be paid back to the Organizing Committee (this agreement has been concluded between the Organizing Committee and the Pesticide Society of Japan).

In regard to the restitution of funds from the unauthorized use of credit cards in , in the cases where there is a high possibility that the amount can be refunded, the entire amount (¥1.075 million) has been set aside, and commissioned to JCOM. By the deadline of the end of February 2006, if the amount exceeds ¥1.075 million JCOM will be responsible for the difference. If there is a surplus, it has been agreed between JCOM and the Organizing Committee that JCOM will repay the amount back to the Organizing Committee with an itemized explanation.

The above conditions are listed below in the provisional settlement of accounts in **Table 2**. Total income came to ¥122.397 million, total expenses including provisions for the Final Accounts Committee (¥250,000) totaled ¥120.956 million, and the remainder of ¥1.441 million will be transferred back to the IUPAC reserve fund. All payment of expenditures has been completed except for the Proceedings and the restitution of funds from the unauthorized use of credit cards, and there will be no reduction in the remainder of ¥1.441 million. Regardless, the final accounting for the congress should show a remainder, albeit marginal.

In addition, the number of registration fee-paying participants (1,141) plus those whose registration fees were waived (92) totaled 1,233 people (excluding the 15 people whose registration fees were waived as a spot participant attending only for particular seminar as a speaker, or invited participants attending only for the opening and closing ceremonies), while total number of congress participants (those issued

with a Certificate of Participation at the congress) excluding above mentioned 15 registration fees-waived participants giving totaled 1,172 people. 61 people who pre-registered for the congress did not attend. (refer to **Table 5** summarizing number of the participants with category to the congress)

There were some people, who due to illness or other urgent matters, who cancelled their trips to Japan (cancellations received within one month of the congress were not entitled to a refund of registration fees), however there were also other reasons. There were 14 countries no one from that country came to the congress, despite completing pre-registration (procedures for payment of registration fees completed) but no one from that country came to the congress. There were 56 people in total from these countries. It is not known whether or not these people actually entered Japan. However, in some cases we were contacted by the Japanese Consulate saying it was believed that the applicants in question intended to enter Japan illegally thus no visa was issued. These people are believed to be the ones connected to the unauthorized use of credit cards.

Regardless, we feel strongly that meetings conducting registration/on-line payment via a website/the internet should be aware from the beginning of the risk that some people may register for reasons other than to participate in the meeting.

(Prepared by N. Ken Umetsu, Otsuka Chemical Holdings Co., Ltd.)

**Table 1. Estimated participants and its country & regions in comparison with the Previous Basel Congress\***

| <b>Country, Region</b> | <b>Kobe 2006</b> | <b>Basel 2002</b> |
|------------------------|------------------|-------------------|
| Japan                  | 450              | 108               |
| Europe                 | 150              | 671               |
| North America          | 150              | 208               |
| South East Asia        | 120              | 44                |
| East Europe            | 40               | 37                |
| Oceania                | 30               | 25                |
| South America          | 20               | 13                |
| West Asia              | 20               | 35                |
| Africa                 | 20               | 22                |
| <b>Total</b>           | <b>1,000</b>     | <b>1,152</b>      |

\*This was made at starting point of Kobe Congress Project

Significant cutback from Europe and NAFTA regions in comparison of Basel Congress will be offset by the increase from Japan and South East Asian countries in some extent.

**Table 2. Revenue and expenditure of the 11th IUPAC congress**

**[Revenues]**

Unit: 1,000 yen

| Contents   |     |   |              | Nov.30, 2007<br>Account | Budget (2005)<br>Accounts |              |
|--|-----|---|--------------|-------------------------|---------------------------|--------------|
| 1) Registration Fee                                      | Fee | X | Number       |                         |                           | Number       |
| Early registration                                       | 50  | X | 624          | 31,200                  | 25,000                    | 500          |
| Late registration  | 65  | X | 127          | 8,255                   | 26,000                    | 400          |
| Student (early + late)                                   | 20  |   | 104          | 2,080                   | 2,000                     | 100          |
| After late registration (General)                        | 70  | X | 36           | 2,520                   | 0                         |              |
| After late registration (Student)                        | 20  | X | 9            | 180                     | 0                         |              |
| On site (General)  | 70  | X | 52           | 3,640                   | 0                         |              |
| On site student (Student)                                | 20  | X | 22           | 440                     | 0                         |              |
| Accompany person   | 5   | X | 68           | 340                     | 0                         |              |
| Special participant                                      | 100 | X | 99           | 9,900                   | 0                         |              |
| Charge for cancellation                                  |     |   |              | 378                     | 0                         |              |
| <b>Total of registration Fee Income (Number)</b>         |     |   | <b>1,141</b> | <b>58,933</b>           | <b>53,000</b>             | <b>1,000</b> |
| <b>2) Congress Related Income</b>                        |     |   |              |                         |                           |              |
| Congress dinner  |     |   |              | 4,214                   | 4,800                     |              |
| Excursion fee  | 5   | X | 165          | 825                     | 1,500                     |              |
| Luncheon & evening Seminar                               |     |   | 28           | 11,134                  | 6,000                     |              |
| Commercial exhibition                                    |     |   | 48           | 13,330                  | 15,000                    |              |
| Hospitality room rental fee                              |     |   | 7            | 1,150                   | 0                         |              |
| Program & Gazette advertisement, Toto bag support        |     |   |              | 1,644                   | 0                         |              |
| <b>Total Congress Related Income</b>                     |     |   |              | <b>32,297</b>           | <b>27,300</b>             |              |
| <b>3) Grant, Fund Support</b>                            |     |   |              |                         |                           |              |
| International Pesticide Industry Exchange Fund (by JCPA) |     |   |              | 11,020                  | 11,000                    |              |
| Kobe City, Nakauchi Fund                                 |     |   |              | 8,000                   | 6,000                     |              |
| IUPAC (\$4,000), ACS Agchem Div. (\$5,000)               |     |   |              | 997                     | 400                       |              |
| NIAES  |     |   |              | 1,000                   | 1,000                     |              |
| JPPA   |     |   |              | 1,000                   | 1,000                     |              |
| CLI (\$60,000)   |     |   |              | 7,016                   | 6,600                     |              |
| Kato fund., BCS, Sankyo Fund, Honokai, AgroKanesho       |     |   |              | 1,900                   | 4,000                     |              |
| <b>Total Grant and Fund Support</b>                      |     |   |              | <b>30,933</b>           | <b>30,000</b>             |              |
| <b>4) Miscellaneous income</b>                           |     |   |              | <b>234</b>              | <b>0</b>                  |              |
| <b>Total Revenue</b>                                     |     |   |              | <b>122,397</b>          | <b>110,300</b>            |              |

## [Expenditure]

|   |                | Unit: 1,000 yen |                |
|---|----------------|-----------------|----------------|
|   |                | Nov.30, 2007    | Budget (2005)  |
| Contents  |                | Account         | Accounts       |
| <b>1) Congress Venue Related</b>                                  |                |                 |                |
| 1. Kobe Portopia, ICCK  | 17,076         |                 | 7,300          |
| 2. Incidental costs (sound, slide, computer)                      | 9,874          |                 | 4,600          |
| 3. Lunch box, coffee, drinking service                            | 5,107          |                 | 2,000          |
| 4. Exhibition & construction related (panel, booth etc.)          | 8,592          |                 | 8,300          |
| <b>2) Congress Event Related</b>                                  |                |                 |                |
| 1. Reception expenses (welcome, congress dinner)                  | 9,691          |                 | 9,500          |
| 2. String Quartet, Awa dance                                      | 640            |                 | 0              |
| 3. Excursions   | 1,108          |                 | 1,650          |
| <b>3) Information Activities and Publication Related</b>          |                |                 |                |
| 1. HP, abstract, CD-ROM, leaflet                                  | 19,979         |                 | 14,500         |
| 2. Proceedings  | 9,500          |                 | 10,000         |
| <b>4) Speaker, Lecturer, Organizing Committee Member Related</b>  |                |                 |                |
| 1. Speaker & lecturer expenses (registration fee, travel expense) | 2,875          | *               | 18,400         |
| 2. Organizing committee activity related expenses                 | 4,446          |                 | 7,500          |
| 3. Congress preparation expenses (registration, abstracts)        | 9,830          |                 | 7,560          |
| <b>5) On-the-Day Expenses</b>                                     |                |                 |                |
| 1. JCOM staff, security   | 6,427          |                 | } 5,000        |
| 2. On-the-day staff   | 3,289          |                 |                |
| 3. Support to open seminar, Poster awards                         | 1,600          |                 |                |
| <b>6) Credit Card Related</b>                                     |                |                 |                |
| 1. Charge for service   | 1,492          |                 | 2,965          |
| 2. Pay-back   | 1,075          |                 | 0              |
| <b>7) Miscellaneous Expenses (Official shorts, etc)</b>           | 1,469          |                 | 3,000          |
| <b>8) JCOM's Management Fees</b>                                  | 6,886          |                 | 0              |
| <b>9) Reserve Fund</b>  | 0              |                 | 8,025          |
| <b>10) Remainder IUPAC reserve fund (in PSSJ fund)</b>            | 1,441          |                 | 0              |
| <b>Total Expenditure</b>  | <b>122,397</b> |                 | <b>110,300</b> |

\* In addition to this amounts, total 4.6 million yen registration fees for 92 session and keynote speakers and plenary lecturers were waived.

**Table 3. List of congress supporting companies through the special registration fee**

| No  | Company                              | No | Company                         |
|---|--------------------------------------|----|---------------------------------|
| 1   | Arysta LifeScience                   | 24 | Mitsui Chemical                 |
| 2   | BASF Agro                            | 25 | Mitsui & Co., Ltd               |
| 3   | Chemtura Japan                       | 26 | Nihon Green & Garden            |
| 4   | Covance Japan                        | 27 | Nihon Nohyaku                   |
| 5   | Dow Chemical Japan                   | 28 | Nippon Kayaku                   |
| 6   | DuPont K.K.                          | 29 | Nippon Nyukazai                 |
| 7   | FMC Chemicals                        | 30 | Nippon Soda                     |
| 8   | HokkaiSankyo                         | 31 | Nissan Chemical Industries      |
| 9   | Hokko Chemical Industry              | 32 | Otsuka Chemical                 |
| 10  | Ihara Chemical Industry              | 33 | Otsuka Chemical Holdings        |
| 11  | Ishihara Sangyo                      | 34 | RCC                             |
| 12  | Japan Analysis Chemistry Consultant  | 35 | Sagami Chemical Research Center |
| 13  | Japan Food Research Laboratories     | 36 | San-Ei Gen F.F.I.               |
| 14  | JCL Bioassay                         | 37 | Sankyo Agro                     |
| 15  | Kaken Pharmaceutical                 | 38 | SDS Biotech                     |
| 16  | Kumiai Chemical Industry             | 39 | Shin-Etsu Chemical              |
| 17  | Kureha                               | 40 | Shinto Fine                     |
| 18  | Kyoyu Agri                           | 41 | Sumitomo Chemical               |
| 19  | Lion                                 | 42 | Summit Agro International       |
| 20  | Makhteshim Agan Japan                | 43 | Syngenta Japan                  |
| 21  | Meiji Seika Kaisha                   | 44 | Taoka Chemical                  |
| 22  | Mitsubishi Chemical Safety Institute | 45 | The Insti. Environ. Toxicology  |
| 23  | Mitsubishi Corporation               |    |                                 |
| <b>Total supporting companies: 45, Participants: 99</b> |                                      |    |                                 |

**Table 4. List of sponsors for luncheon and evening seminars**

|    | Category                    | Sponsor  |
|----|-----------------------------|--|
| 1  | Luncheon 1                  | PSSJ/Otsuka Chemical Holdings                            |
| 2  | Luncheon 2                  | JCPA/PSSJ  |
| 3  | Luncheon 3                  | Battelle AgriFood  |
| 4  | Luncheon 4                  | USDA/IR-4 Project  |
| 5  | Luncheon 5                  | Nippon Soda  |
| 6  | Luncheon 6                  | PTRL West  |
| 7  | Luncheon 7                  | GL Sciences Inc.   |
| 8  | Luncheon 8                  | Fraunhofer IME   |
| 9  | Luncheon 9                  | RCC Ltd. Japan Office                                    |
| 10 | Luncheon 10                 | Dow AgroSciences/IUPAC                                   |
| 11 | Luncheon 11                 | Covance  |
| 12 | Luncheon 12                 | Wildlife International, Ltd                              |
| 13 | Luncheon 13                 | Sumitomo Chemical  |
| 14 | Luncheon 14                 | Agilent Technologies                                     |
| 15 | Luncheon 15                 | Charles River Laboratories                               |
| 16 | Luncheon 16                 | Otsuka Chemical Holdings/T.J.C. Chemical/Mitsui & Co.    |
| 17 | Luncheon 17                 | IUPAC/IAEA/FAO   |
| 18 | Luncheon 18                 | PSSC/PSSJ  |
| 19 | Evening 1                   | CropLife International                                   |
| 20 | Evening 2                   | PSSJ   |
| 21 | Evening 3                   | PSSJ/KSPS  |
| 22 | Evening 4                   | Bio-oriented Technology Research Advancement Institution |
| 23 | Evening 5                   | Huntingdon Life Sciences                                 |
| 24 | Evening 6                   | Eurofins Agrosience Services                             |
| 25 | Evening 7                   | Immunochemical Society of Japan                          |
| 26 | Evening 8                   | Bochu-Kagaku/Dainihon Jochugiku                          |
| 27 | Evening 9                   | IUPAC  |
| 28 | Evening 10                  | PSSC/PSSJ  |
|    | Total fees : 11,134,000 yen |  |

**Table 5. Congress participants numbers**

| <b>A. Registered &amp; Actual Participants</b>   | <b>Number</b> |
|--|---------------|
| 1. Japan   | 681           |
| 2. USA   | 107           |
| 3. Germany   | 58            |
| 4. Republic of Korea   | 57            |
| 5. People's Republic of China  | 41            |
| 6. United Kingdom  | 34            |
| 7. Switzerland   | 14            |
| 8. India   | 12            |
| 9. Australia   | 11            |
| 10. Israel, Thailand   | 10            |
| 12. Hungary  | 7             |
| 13. Belgium, France, Taiwan, Viet Nam  | 6             |
| 17. Canada, New Zealand, Romania   | 5             |
| 20. Philippines, Russia  | 4             |
| 22. Costa Rica, Egypt, Malaysia, Sri Lanka, The Netherlands  | 3             |
| 27. Argentina, Brazil, Iran, Italy, Kenya, Kyrgyz Republic, Mexico, Norway<br>Singapore, Sudan   | 2             |
| 38. Austria, Bangladesh, Chile, Greece, Haiti, Indonesia, Jordan, Oman,<br>Palestinian Authority, Peru, Saudi Arabia, Scotland, Solomon islands,<br>Spain, Syria | 1             |
| <b>Total 52 Countries (A)</b>  | <b>1,142</b>  |
| <b>B. Accompany Persons</b>  | <b>45</b>     |
| <b>C. Participants for Seminars (in Japanese)</b>  | <b>340</b>    |
| 1. Pesticide Residue Seminar   | 90            |
| 2. Open Seminar for General Public   | 250           |
| <b>D. Congress Staff</b>   | <b>512</b>    |
| 1. Staff (Organizing Committee, JCOM)  | 126           |
| 2. Commercial Exhibition Staff   | 224           |
| 3. Luncheon & Evening Staff  | 132           |
| 4. Hospitality Room Staff  | 28            |
| <b>E. Press, Journalists</b>   | <b>14</b>     |
| <b>Total Number of Participants (A+B+C+D+E)</b>  | <b>2,053</b>  |