



General Assembly 27th October 2011

Harbiye Military Museum, Istanbul (Turkey) - Kocatepe
13.00-13.45

Present: Society President A Dodoo, about 80 members of the Society and delegates ISoP 2011.

President A Dodoo opened the General Assembly by welcoming members and requesting approval of the agenda, and approval of the Accra General Assembly minutes (posted on the ISoP website isoponline.org) which were accepted by the General Assembly.

I) President's Report

A Dodoo outlined some of the activities that had occurred during the year:

- 11th Annual Meeting of ISoP Istanbul
- Successful courses in Minsk
- Stable finances
- 365 members
- National Chapters (Welcome UK/Ireland!)

II/ Globalisation

After successful training courses in Eastern Europe, the 11th Annual meeting was held in Istanbul, the 12th Annual Meeting will be in Cancun with joint sessions in partnership with societies like ISPE. The 13th Annual meeting will be held in Italy (October 2013). Training courses are also being developed in Asia.

A Dodoo warmly welcomed the creation of the UK and Ireland chapter of ISoP. In addition he confirmed the following existing chapters: Italy, Western Pacific, Mexico, Switzerland, Latin America, and Africa. Many others chapters are in development and A Dodoo invited members to contact ISoP Administration, if they would like to start a chapter in their country.

ISoP is part of the ENCePP Advisory Group at EMA, member of CIOMS and President A Dodoo explained that the CIOMS lecture at the ISoP Annual meetings will bring ISoP and CIOMS closer together.

III/ Financial report

Treasurer D McCarthy presented an overview of the current Society finances prepared by the accountants in Geneva. The balance on 30th September 2011 stood at – 35,000 EUR.



Treasurer described the general financial situation for this year, which showed the main expenditure for legal fees, full time salary for Sophie Spence and the ISoP 2010 float not returned to ISoP. Although, the Society's expenses were higher this year the budget for 2012 will still allow 10 000 EUR for bursaries.

A Dodoo asked if there were any questions from the Assembly and the accounts with budget 2012 were accepted by the Assembly.

IV/ Membership Services

The President thanked Sophie Spence for her work in particular regarding the membership administration with 365 members from 57 countries for the year 2011.

He also thanked Helen Robertson, new editor of ISoP's official journal 'Drug Safety', for her collaboration and he also thanked Rosie Stather who just stepped down as Editor of the journal.

A Dodoo invited members and EC members to participate actively in the new LinkedIn ISoP Group/ 'Members only' section of the website isoponline.org

President A Dodoo explained the need to change the fees structure to remove the distinction between industry and non-industry members, and presented the new membership fees for 2012 as follow:

Full Membership:

Industry, Academics, Universities, Regulators: 175 euros

Student/Retired/Emerging countries: 55 euros

Full membership with subscription 'Drug Safety', 2012 edition:

Industry, Academics, Universities, Regulators: 275 euros (printed & electronic)
and

Student, retired, Emerging countries: 155 euros (printed & electronic)

Student, retired, Emerging countries: 90 euros (electronic only)

Emerging countries classification will include countries from low-income and upper-middle-income economies (from World Bank data statistic).

The General Assembly accepted the new membership fees.

V) Elections 2012 and Nominating Committee

On proposal of the Executive Committee, the General Assembly confirmed the 2012 Election Nominating Committee, as follows:

Professor Nicholas Moore, Chair



Ms Helen Robertson

Dr Lynda Wilton

A Dodoo reminded that the Past President of the Executive Committee (not elected member) becomes President of the Nominating Committee *ex officio*.

N Moore explained that the elections to the Executive Committee will take place next Spring. There will be 11 vacancies that need to be filled. Paid-up members with appropriate skills and experience who would like to put themselves forward as a candidate are invited to contact directly the Nominating Committee by 15 February 2012 (contact the Nominating Committee at nicholas.moore@pharmaco.u-bordeaux2.fr with any queries).

As mail ballot, President confirmed that the vote will be done on-line.

VI/ By-laws

President A Dodoo presented new details in the by-laws concerning ISO P Secretariat Ltd and Training:

Mid-year training:

In keeping with its primary objective, ISO P seeks to be relevant for all regions worldwide but will prioritise training courses in emerging countries for the mid-year training. Decisions on where to hold the mid-year training courses will be decided by the Executive Committee (EC) on a case by case basis. No honorarium will be accepted by EC or ISO P members who speak on a mid-year training.

Ad hoc requests:

Regarding additional requests for training courses from all countries outside the regular mid-year training, decisions must be taken by the EC before informing the requestor.

Speaker compensation for such meetings: On a case-by-case basis, speakers may accept honorarium from the local organiser but must inform the EC.

Any EC member attending a meeting to represent ISO P must inform the EC.

Article XX – ISO P Secretariat ltd

i. A subsidiary of ISO P, called ISO P Secretariat ltd has been created. ISO P Sec Ltd UK is an independent entity set up to manage the activity of the parent body.

ii. The objectives are to manage the activities of the society in order to give legal basis to ISO P, to limit the liability of ISO P and provide transparency to operations of ISO P, governed by the statutes and bylaws.

iii. ISO P ltd is registered in the United Kingdom in the Company House with two directors and two trustees.

iv. The trustees and directors shall operate in accordance with UK law and shall be subject to the directions of the ISO P EC.

The Assembly acknowledged the new information for the by-laws.

VIII/ The future



With more advanced training courses on the agenda, A Dodoo mentioned the next ISO P training courses which should take place in Hong Kong next Spring. He briefly introduced L Alesso chair of the ISO P 2012 Scientific Committee as well as the Local Organising Committee to present the 12th Annual Meeting at the closing session. He mentioned the venue for the 2013 meeting, which would be held in Pisa, Italy, and invited bids for 2014 Annual Meeting which will be decided in March 2012.

Finally, President thanked the ISO P 2011 organizers (Seyfullah Dağıştanlı and his team) for their work in making this annual meeting a great success.

The meeting closed at 13.45

Signature:

Alexander Dodoo, President

Eugene van Puijenbroek, Secretary-General