



Minutes of the 5th AONSA Executive Committee Meeting

Tata Institute of Fundamental Research (TIFR), Mumbai, India

October 5, 2010

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Minutes of the 5th AONSA Executive Committee Meeting

- Date: 16:00-20:00, October 5 (Tuesday), 2010
- Place: Tata Institute of Fundamental Research (TIFR), Mumbai, India
- Participants: 10 participants

[Board Members]

John White (President, ANU)

Yasuhiko Fujii (Vice-President, CROSS)

Sung-Min Choi (Secretary, KAIST)

Wen-Hsien Li (Treasurer, NCU)

Masatoshi Arai (past-Secretary, Advisor, J-PARC/JAEA)

[Members]

Kazuyoshi Yamada (Tohoku U.)

Samrath L. Chaplot (BARC)

Dhananjai Pandey (Banaras Hindu U.)

Darren Goossens (on the behalf of B. Kennedy)

[Observers]

R. Mukhopadhyay (BARC)



(Photo taken at TIFR together with Prof. A.K. Grover)

1. Opening Remarks by President, John White

The meeting was started with opening remarks of President, John White, and noted the help and hospitality of Prof. A. K. Grover at Tata Institute of Fundamental Research (TIFR), and Dr. S. L. Chaplot to arrange the 5th EC meeting at the TIFR in Mumbai, India. This was highly appreciated by all EC participants and followed by self-introduction of participants.

2. Approval of Agenda

The agenda of the 5th AONSA EC meeting was approved by the EC.

3. Approval of the Minutes of the 4th AONSA EC Meeting in Singapore

The minutes of the 4th AONSA EC meeting in Singapore was distributed to all the EC participants in hard copies and approved by the EC.

4. Reports of the AONSA Office.

Recent activities of the AONSA office were reported to the meeting, which include

- A Virtual Board Meeting was held during June – August, 2010.
- Updates of AONSA Website which include
 - . The Association Articles revised at the 4th EC (May 22, 2010)
 - . The Board Members, EC Members and Observers
 - . Some revision of website organization
- A new bank account for AONSA Prize Fund
- Call for AONSA Newsletters (September 2, 2010) and current status of articles

5. Report of the Minutes of the Virtual Board Meeting, June-August 2010.

The minutes of the virtual Board meeting June-August 2010 was distributed to all the EC participants in hard copies and briefly explained by the President. Items from the meeting were presented to the Executive in the formal Agenda of the current meeting for decision.

6. Discussions and Decisions

6.1 Formal matters

6.1.1 Change of EC Members from TWNSS

The change of an EC member representing TWNSS (from Prof. Chih-Hao Lee to Prof. Keng-San Liang) was proposed by Wen-Hsien Li, President of TWNSS, and approved by the EC. The term of Prof. Lee is to the end of 2010 and that of Prof. Liang is the year of 2011.

6.1.2 Bye-Laws, Rules and Guidelines.

It was agreed that AONSA will have Bye-Laws, Rules and Guidelines (in the order of importance) attached to the Articles of AONSA. The items approved in the 4th and the 5th EC are allocated as following.

1) Bye-Laws

- Procedures for EC Nomination and Appointment (Approved in the 4th EC)

* Note: The change of Bye-Laws will require an agreement of half or more of EC members.

2) Rules

- Rules for AONSA Prize (Approved in the 5th EC)

- Procedure to Support Students from AONSA fund to attend AONSA Neutron School (Approved in the 5th EC)

- Procedure to decide the host and location of AOCNS (Approved in the 5th EC)

3) Guidelines

- Guidelines for Operation of AONSA Schools (Approved in the 5th EC)

6.2 Process matters

6.2.1 How to improve the efficiency of virtual Board Meeting

To improve the efficiency of the virtual Board meeting,

1) We will have a summary Board meeting right after the EC and identify action items for virtual Board meeting. (The action items should be concise and clear so that they can be handled in a timely manner.)

2) The related virtual Board meeting should be finished within two weeks after the EC.

3) Other items, which come in during the virtual Board meeting, should be dealt with separately.

* Note: The virtual Board meeting should be held independently from the readiness of draft minutes.

6.2.2 Minutes of the EC

The draft minutes of EC should be prepared within one week after the EC.

6.3 Financial Matters

6.3.1 AONSA Annual Fee and Budget Report.

The AONSA Annual Fee and Budget report was made by Treasurer, Wen-Hsien Li, and approved ([Appendix 1](#)).

It was pointed out that the current bank accounts of AONSA (Annual Fee and AONSA Prize Fund) are under the name of Masa Arai (even if they appear as AONSA accounts). For the

moment, this may be the only way to open bank accounts for AONSA, because AONSA is not a legally registered organization. However, there is possibility of problems such as tax and so on. Therefore, we should find a way to formally register AONSA in an economic way and make AONSA bank accounts legally official.

Action: Treasurer, Secretary and Masa Arai should work on this matter together.

6.3.2 AONSA Prize Fund

The actions to promote AONSA Prize Fund were reported.

- A new bank account for AONSA Prize Fund has been opened by the AONSA Office
- A letter from President to perspective donators has been prepared ([Appendix 2](#)).

Action: President will send the letter to major neutron facilities in the region and member associations.

6.3.2 Financial Support from AONSA for AOCNS

It was agreed that AONSA and the organizer of AOCNS should share risk and profit within defined boundary.

It was agreed that AONSA will offer \$10,000 to the organizing committee of AOCNS as a start-up fund to prepare the conference. This fund should be fully returned to AONSA after the conference unless the budget balance of the conference is negative (loss). This idea will be formally delivered to the organizing committee of AOCNS and relevant actions will be made depending on the response of the committee.

Action: President and Treasurer will write a letter to the chair of the organizing committee of AOCNS.

6.3.3 Small voluntary AONSA fee as an option during AOCNS registration.

It was agreed that a small voluntary AONSA fee (10 USD) can be paid as a voluntary option during the registration of AOCNS, which will allow AONSA to secure additional funds for new programs. The small AONSA fee is separate from the registration fee and should be delivered to AONSA regardless of the budget balance of AOCNS.

6.4 AONSA Prize

6.4.1 Rules for AONSA Prize

The draft rules for AONSA Prize, which were revised based on the comments made during the 4th EC in India, were presented by Y. Fujii (Chair of Working Group) and approved by the EC. ([Appendix 3](#))

6.4.2 Selection Committee of AONSA Prize

A list of candidates for the Selection Committee of AONSA Prize was presented by Y. Fujii (Chair of Selection Committee, Vice-President) and approved by the EC ([Appendix 4](#)).

6.5 AONSA Neutron School

6.5.1 Guidelines for Operation of AONSA Schools.

It was pointed out that the suggestion for lecturers indicated in the item 5 of the guidelines should be more inclusive. During the summary Board meeting on October 6, 2010, it was suggested that the Guidelines needs to include ‘It is desirable that all lecture notes are provided to students before the AONSA Neutron School starts’ ([Appendix 5](#)).

Action: Secretary will add a new sentence to the item 5 to accommodate the suggestion. (colored in blue)

5. Regarding lecturers, it is desirable to have a minimum of:

- At least 2 domestic lecturers
- 2 lecturers provided by JSNS/J-PARC
- 2 lecturers provided by KNBUA/HANARO
- 2 lecturers provided by ANBUG/ANSTO

The lecturer pool is not exclusive and it is desirable to have lecturers from other member societies of AONSA as well.

It is desirable to have some continuity in the pool of lecturers from the previous school or schools;

6.5.2 Report from the 3rd AONSA Neutron School 2010 in India

The great efforts of the organizers of the 3rd AONSA Neutron School were highly appreciated by all the EC participants. A brief report from the 3rd AONSA Neutron School 2010 in India was presented by S.L. Chaplot, which includes the distribution of participants, total 38 students, India(19), Australia(5), Korea(3), Taiwan(5), Japan(2), Indonesia(3) and Malaysia(1). Travel expense of 4 students from Indonesia and Malaysia were supported by IAEA (Total 4,000 Euro) and their registration fee (total \$800) were exempted from the school. A full report was made soon after the school ([Appendix 6](#)).

6.5.3 Report from the 4th AONSA Neutron School 2011 in Japan

A report from the 4th AONSA Neutron School 2011 in Japan was presented by K. Yamada on the behalf of M. Shibayama. The school program which emphasizes experiments was highly appreciated by the EC ([Appendix 7](#)).

6.5.4 Procedure to select and support students for AONSA Neutron School

The procedure was presented by S.M. Choi, Secretary, and approved with minor corrections.

‘AONSA Office’ in item 2 and 3 was changed to ‘Secretary of AONSA’ to clarify the responsibility. (Appendix 8)

* It was suggested that the organizer of the 4th AONSA Neutron School should seek the IAEA fund to support students as it was done in the 2nd and 3rd School. The organizer of the 3rd School will help on this matter, providing contact information and so on.

6.6 Asia-Oceania Conference on Neutron Scattering (AOCNS)

6.6.1 Report from the organizing committee of the 1st AOCNS

The great efforts of the organizers of 1st AOCNS were highly appreciated by the EC participants.

Report from the Organizing Committee of the 1st AOCNS in Japan was presented by Y. Fujii on the behalf of T. Kanaya (Appendix 9). The venue of AOCNS has not been fixed yet due to uncertainty in the number of participants. Currently, Mito and Tokai are being considered as possible venues but if the number of participants is more than 250, which is over the limit of possible conference room, a different place should be considered. Y. Fujii suggested that the 1st AOCNS should have about 500 participants to celebrate a successful Conference and each society will strive for the following very rough number of participants, 300 Japanese, 100 Korean, 80 Australian, 30 Taiwanese, 20 Indian and 20 Chinese.

It was reported that JSNS plans to have its general assembly during the 1st AOCNS. It was suggested that the organizers should send formal letters to the AONSA member societies to see if they are interested in having general assembly of their society during the conference.

It was suggested that it will be very useful to get some funding from IAEA and other funding sources to support students or young scientists to attend the conference.

6.6.2 Procedures to decide the host and location of AOCNS

The procedure was presented by S.M. Choi, Secretary and approved with the following agreements.

- 1) The call for proposal should be announced 1 year ahead of the currently planned AOCNS.
- 2) The host and location of next AOCNS will be decided in the EC during AOCNS where candidates should present their proposals with enough information and the results should be announced at the end of the conference. (Appendix 10)

A call for proposal for the 2nd AOCNS in 2015 will be announced in Newsletter (October issue)

6.7 AONSA Newsletters

It was reported by S.M. Choi, Secretary that AONSA Newsletter is scheduled to be published in late October, 2010 and a call for Articles was sent out to EC members and observers on September 2, 2010. Currently AONSA Office received 4 articles and, to publish the Newsletters in time, more articles from member Associations and observers should be submitted in a week. It was agreed that a report about the 5th EC in India should be included in the October issue of Newsletters.

6.8 AONSA Outreach Activity

It was agreed that a Board member in charge of outreach activity needs to be assigned and Vice-President (Y. Fujii) has been assigned for the job. The outreach activity will include setting up collaborative relationships with other relevant organizations as well as distribution of Newsletters, Advertisement of AONSA Neutron School and so on.

6.9 Review on the proposal from SE Asian Colleagues

Proposal on how to form SE Asian neutron society and how to correlate it with AONSA has not been delivered to the EC. It was noted that three SE Asian colleagues (Dr. Abdul Aziz Mohamed, Dr. Edy Giri Rachman Putra and Dr. Wim Klooster) are expected to attend the informal EC Meeting at KAIST, Daejeon, Korea on October 31, 2010. It was agreed that this issue will be discussed the informal EC at KAIST.

6.10 Possible Collaborations with ICSU, IUCr and IAEA

Recent activities to promote collaborations between AONSA and ICSU, IUCr and IAEA were reported by J. White, President. Following a positive discussion at the Executive Committee meeting in May 2010, that AONSA should cooperate with other international organizations wishing to develop training and scientific collaboration in the Asia Oceania region, a draft proposal to the International Council of Science (Asia Pacific region) is being developed in collaboration with the Neutron scattering Commission of the International Union of Crystallography. It is proposed to approach the nuclear centres in our region for their support to allow greater flexibility for young researchers to extend their work at complementary facilities in our region. At the EC meeting, Professor Yamada and Dr Arai suggested that we share the information about beamtime application deadlines of facilities in the region and possibly arrange them to enhance the accessibility for neutron in the region. This idea will be further developed by the Board.

6.11 Calendar of AONSA Activities

The calendar of AONSA activities was presented by S.M. Choi, Secretary. (Appendix 11)
It was suggested that the 3rd week of May 2011, in Indonesia would be a good date and place, hoping that this AONSA activity would help to promote neutron scattering activities in Indonesia.

Action: Secretary will consult with Dr. Edy Giri Putra regarding the issue including the weather in Indonesia during the 3rd week of May. Then, it will be finalized at the informal EC at KAIST, Daejeon, Korea.

7. Reports from Neutron Associations

A brief report from ANBUG was delivered by Dr. Darren Goossens on the behalf of Brendan Kennedy. Due to limited time, all other reports from neutron associations are rescheduled to the informal EC on October 31 at KAIST, Daejeon, Korea.

8. Reports from Neutron Facilities

All reports from neutron facilities are rescheduled to the informal EC on October 31 at KAIST, Daejeon, Korea.

9. Dinner after EC

A dinner was hosted by Professor E.V. Sampathkumaran, Dean of Natural Science Faculty of Tata Institute of Fundamental Research and attended by all EC participants and other faculty members of TIFR. The great efforts and hospitality of TIFR (especially Professor E.V. Sampathkumaran and Prof. A. K. Grover) and Dr. S. Chaplot for hosting the 5th EC were highly appreciated by all EC participants.

Appendix 1

Annual Fee and Budget report.

AONSA Budget Plan (Annual Fee)					
Date (Y/M/D)	Item	Income (US\$)	Expense (US\$)	Balance (US\$)	Remark
2008					
2008/11/28	Account open	\$ 1.00		\$ 1.00	
2008/12/19	Annual fee (JSNS)	\$ 2,000.00		\$ 2,001.00	
2009					
2009/1/16	Annual fee (KNBUR)	\$ 2,000.00		\$ 4,001.00	
2009/2/23	Interest	\$ 0.12		\$ 4,001.12	
2009/3/2	Annual fee (ANBUG)	\$ 2,000.00		\$ 6,001.12	
2009/3/23	Annual fee (TWNSS)	\$ 2,000.00		\$ 8,001.12	
2009/8/17	Interest	\$ 0.30		\$ 8,001.42	
2010					
2010/2/4	Annual fee (JSNS)	\$ 2,000.00		\$ 10,001.42	
2010/2/22	Interest	\$ 0.34		\$ 10,001.76	
2010/3/3	Annual fee (KNBUR)	\$ 1,954.35		\$ 11,956.11	Transfer fee \$ 45.65
2010/3/3	Annual fee (ANBUG)	\$ 1,954.35		\$ 13,910.46	Transfer fee \$ 45.65
2010/3/24	Annual fee (TWNSS)	\$ 1,921.72		\$ 15,832.18	Transfer fee \$ 75.28
2010/4/13	Tsukuba congress center for AONSA board meeting (04/24)		\$ 305.98	\$ 15,526.20	payment to JAEA ¥ 27,520.00
2010/4/23	Domain name fee & maintance for 2 years		\$ 69.34	\$ 15,456.86	payment to KDDI ¥ 6,300.00
2010/8/23	Interest	\$ 0.62		\$ 15,457.48	
2010	AONSA office general expense		\$ 500.00	\$ 14,957.48	Estimate
2010	Award meeting		\$ 400.00	\$ 14,557.48	Estimate
2010/Oct	EC meeting (India)		\$ 400.00	\$ 14,157.48	Estimate
2010/Oct.	AONSA school (India)		\$ 3,000.00	\$ 11,157.48	
2010/Nov	Informal EC meeting (HANARO)		\$ 400.00	\$ 10,757.48	Estimate

W. J. L. 09/14/2010



外貨普通預金 **1**

摘要	お支払金額	お預り金額	差引残高	記号・通帳
08-11-28 新規	(@96.54)	*1.00	天 *1.00*	K310
08-12-19 送金	カ イカフリカ	*2000.00	*2001.00*	L310
09-1-16 送金	カ イカフリカ	*2000.00	*4001.00*	L310
09-2-23 利息		*0.12	*4001.12*	L310
09-3-2 送金	カ イカフリカ	*2000.00	*6001.12*	L310
09-3-23 送金	カ イカフリカ	*2000.00	*8001.12*	L310
09-8-17 利息		*0.30	*8001.42*	L310
10-2-4 送金	カ イカフリカ	*2000.00	*10001.42*	L310
10-2-22 利息		*0.34	*10001.76*	L310
10-3-3 送金	カ イカフリカ	*1954.35		L310
10-3-3 送金	カ イカフリカ	*1954.35	*13910.46*	L310
+				
10-3-24 送金	カ イカフリカ	*1921.72	*15832.18*	L310
10-4-13	*305.98	(@92.00)	*15526.20*	R310
10-4-23	*69.34	(@92.38)	*15456.86*	Q310
10-8-23 利息		*0.62	*15457.48*	L310
			Wu-Ju-er	
			09/14/2010	

●記号のき説明
 K…現金入金
 L…送付入金
 Q…預金戻金
 R…振替入金



Appendix 2

A draft letter to promote AONSA Prize Fund



Asia-Oceania Neutron Scattering Association

AONSA Office

c/o Neutron Science Section, J-PARC Center, Japan Atomic Energy Agency

2-4 Shirakata-Shirane, Tokai, Ibaraki 319-1195, Japan

Phone: +81-29-284-3752, Fax: +81-29-284-3889, <http://www.aonsa.org/>

Professor John W. White
President of AONSA
Research School of Chemistry
The Australian National University
CANBERRA ACT 0200 AUSTRALIA
Email: jww@rsc.anu.edu.au
Tel: 61 2 6125 3578, Fax: 61 2 6125 4903

Recipient

Dear *Recipient*,

The Asia-Oceania Neutron Scattering Association (AONSA), formed in 2008, is an affiliation of neutron scattering societies, which directly represents users in the Asia-Oceania Region. The overriding purposes of the Association are to provide a platform for discussion and a focus for action in neutron scattering and related topics in the Asia-Oceania Region.

Over the last three years, the AONSA has actively pursued the promotion of neutron science and technology and the education of young people in the Asia-Oceania region through various ways including annual AONSA Neutron Schools which were very successfully held in Korea, Australia and India. The 1st Asia-Oceania Conference on Neutron Scattering and the 4th AONSA Neutron School are scheduled to be held in Japan in 2011. All the efforts of AONSA have been well received by the neutron scattering societies and the neutron facilities in the region and, we believe that the continuing efforts of the AONSA will significantly contribute to the advance of neutron science and technology in the region.

Recently, the AONSA established the AONSA Prize which will be awarded every two years to a person or persons to recognize his/her or their outstanding research career with a significant impact or contribution to the use or development of neutron science and technology in the Asia-Oceania Region. Currently, we are seeking fund for the AONSA Prize which will be an important part of AONSA activities.

It will be greatly appreciated if your organization can join the fundraising for the AONSA Prize. A donation can be made by a wire-transfer to the bank account for the AONSA Prize Fund.

Bank Account Information

Bank Name: The Bank of Tokyo-Mitsubishi UFJ, Ltd.

Branch Name: Mito Branch

Address: 3-2-4 Izumi cho, Mito city, Ibaraki, JAPAN

Account No.: 0056616

Account Name: AONSA Prize Fund

SWIFT CODE: BOTKJPJT

Sincerely yours,

John W. White
President of AONSA

Appendix 3

AONSA Prize

(Established October 5, 2010)

The Asia-Oceania Neutron Scattering Association (AONSA) awards the AONSA Prize every two years to a person or persons to recognize his/her or their outstanding research career with a significant impact or contribution to the use or development of neutron science and technology in the Asia-Oceania Region.

1. Rules

- a. The Prize shall ordinarily be awarded to one person but may be shared by no more than three persons when all the recipients have contributions to the same accomplishment. Recipient(s) should receive the AONSA Prize only once.
- b. The Prize consists of a certificate citing the contributions made by the recipient(s) and a monetary prize. The amount shall be decided by the AONSA Executive Committee (hereafter referred to as the EC). Where the award is shared, the prize money shall be equally divided amongst recipients

2. Nomination and Eligibility

- a. Nomination shall be opened to anyone whose work has significantly impacted or contributed to the Asia-Oceania Region.
- b. Anyone (not a member of the AONSA Prize Selection Committee (hereafter referred to as the SC)) may submit one nomination or seconding letter for the Prize.
- c. A nomination should include:
 - A letter of not more than 5,000 characters evaluating the nominee's qualification for the Prize and identifying the specific work to be recognized.
 - A brief curriculum vitae
 - A short list of major publications
 - Up to five reprints/preprints
 - At least two, but not more than four seconding letters
- d. Nomination should be electronically submitted to Chair of the SC by the deadline issued by the SC.
- e. Nomination shall be active through two review cycles (4 years). Nominations may be updated while still active.

3. Selection Committee

- a. The SC shall consist of five members chaired by the AONSA Vice President while other four members shall be appointed by the EC. Their term shall be two years (one selection cycle). A member can be

reappointed for the next selection cycle (up to two cycles for four years).

b. The SC shall be independent of the EC. Nominations shall be treated in confidence within the SC.

c. The SC members shall represent a broad range of member societies (not observers) and fields of neutron science and technology. The Chair of the SC may co-opt a person or persons from member societies or from observer country/region when none of five members can cover research field(s) for reviewing nominations submitted. Co-opted member(s) shall be approved by the EC.

d. The SC members shall be posted on the home page of AONSA when the SC issues the call-for nominations. The co-opted member(s) shall also be posted.

e. The SC shall submit the name(s) of recipient(s) with a report of nomination process to the EC prior to five months to Prize Ceremony at the quadrennial Asia-Oceania Conference on Neutron Scattering (AOCNS) or the quadrennial International Conference on Neutron Scattering (ICNS), both held in an interval of two years.

f. The SC shall carry out AONSA Prize Ceremony at AOCNS or ICNS.

Schedule

(as of September 9, 2010)

May 5 (Wed.), 2010	1 st Working Sheet to represent guidelines drafted by WG Chair (YF) distributed
May 10 (Mon.)	Deadline for WG members' comments
May 12 (Wed.)	Distribute the summary of WG members comments and 2 nd draft of Working Sheet
May 14 (Fri.)	Deadline for WG members' further comments
May 17 (Mon.)	WG's Guidelines to be proposed to EC
May 22 (Sat.)	At EC in Singapore, WG's Guidelines to be discussed.
June 30 (Wed.)	Based on EC's comments, the final guidelines in a form of the present Working Sheet and a draft of formally-written rules will be prepared and distributed to EC.
July 31 (Sat.)	2 nd draft of rules will be distributed to EC and its formal approval should be made in the middle of August.
August 31 (Tue.)	Start forming the Selection Committee
Oct. 5	The Selection Committee members to be approved by EC in Mumbai, India.
Mid Oct.	SC will announce the call-for nomination for the AONSA Prize 2011 both via AONSA Newsletter and mails to EC members/observers etc.
Feb. 28 (Mon.)	Deadline for nomination
June 30, 2011	SC will submit name of recipient and record of selection process to EC which will formally approve/announce(5 months prior to the Ceremony).
Nov. 19-23, 2011	The AONSA Prize Ceremony at #1 AOCNS (Japan)

Appendix 4

Selection Committee Members for the AONSA Prize 2011

Chair (1) :

Yasuhiko Fujii * (Vice President of AONSA, JSNS)

Director, Tokai Project Office of Comprehensive Research Organization
for Science and Society (CROSS)
condensed matter physics studied by neutron and x-ray scattering

Members (4) :

Brendan Kennedy * (ANBUG)

Professor, School of Chemistry, The University of Sydney
materials chemistry, crystallography of phase transitions

Mahn Won Kim (KNBUA)

Professor, Soft Matter Physics Laboratory, Department of Physics,
Korea Advanced Institute of Science and Technology (KAIST)
experimental soft matter physics

Keng S. Liang (TWNSS)

Professor, National Synchrotron Radiation Research Center (NSRRC)
materials physics, nano science

Ramaprosad Mukhopadhyay * (INSS)

Head, Neutron Instrumentation Section, Solid State Physics Division,
Bhabha Atomic Research Centre (BARC)
materials science, computer simulation, neutron instrumentation

where

Name * (affiliated society) (* Working Group Member)

Present title and affiliation

Research fields

Appendix 5

Guidelines for Operation of AONSA Schools

Rob Robinson and Sung-Min Choi, 20 August 2009
Revised in the 5th EC on October 5, 2010

These guidelines are based on the experience so far with the AONSA Schools held in Daejeon (2008) and Sydney (2009)

1. The school should be able to handle 40 or more graduate students; it is desirable to include hands-on practice on real neutron-scattering instruments if at all possible;
2. No more than 50% of the student attendees should be from institutions in the host country; at least 50% should come from other user communities in the Asia-Oceania region, with a reasonable spread;
3. The host organisation pays for all local expenses (accommodation, meals, local transportation) for both students and lecturers;
4. Airfares are the responsibility of the students (or their home institutions) and lecturers (or their home institutions). The only exceptions are students from developing countries, and we have been able to support 4-5 such students at each school, so far;
5. Regarding lecturers, it is desirable to have a minimum of:
 - At least 2 domestic lecturers
 - 2 lecturers provided by JSNS/J-PARC
 - 2 lecturers provided by KNBUA/HANARO
 - 2 lecturers provided by ANBUG/ANSTO

The lecturer pool is not exclusive and it is desirable to have lecturers from other member societies of AONSA as well.

It is desirable to have some continuity in the pool of lecturers from the previous school or schools;

6. It is desirable that all lecture notes are provided to students before the AONSA Neutron School starts.
7. We should seek funds to support student attendance from developing countries, from the IAEA and elsewhere.

Appendix 6

Report on 3rd AONSA Neutron School at BARC in India

BARC operate a National Facility for Neutron Beam Research at the Dhruva reactor. The National Facility is regularly utilized in collaboration with about 200 users from various universities and other academic institutions. At present there are over 25 active projects under the universities (UGC-DAE-CSR) collaboration program. During last five years, over 300 papers have been published in peer-reviewed international journals.

BARC has been regularly organizing Schools on neutron scattering in cooperation with UGC-DAE-CSR. So far 14 such Schools have been organized which involved training in basic principles and various applications in physics, chemistry, biology and materials science, often including hands-on experiments at Dhruva.

The '3rd AONSA Neutron School' was held during 4-9 October 2010. This follows the previous AONSA Neutron Schools at Korea (2008) and Australia (2009).

The present School is sponsored by Board of Research in Nuclear Sciences, Department of Atomic Energy, Government of India. It is being organized in association with Indian Neutron Scattering Society and in cooperation with IAEA. Travel expenses of some of the students from developing countries were supported by IAEA.

The distribution of the student participants was: Australia and New Zealand (5), India (19), Japan (2), Indonesia (3), Korea (3), Taiwan (5), Malaysia (1). Theory lectures were delivered by 7 Indian and 6 foreign scientists, and hands-on experiments were conducted for 10 groups of students by the respective instrument scientists at the Dhruva reactor at BARC. In addition, 14 students made oral presentations of their research work.

The following lectures were delivered:

1. Soft Matter Kinetics and Structure by Controlling Contrast in Neutron Scattering
(John W White)
2. J-PARC and the prospective Neutron Sciences (Masatoshi Arai)
3. Small Angle Neutron Scattering: Key Concepts and Scientific Applications
(Sung-Min Choi)
4. Probing Mesoscopic Structures in Hierarchically Structured Materials and Porous Media by Small-Angle Scattering (Debasis Sen)

5. Contrast Variation in SANS and its Application to Soft Matter (Vinod K. Aswal)
6. Complementary use of pulsed and steady neutrons -Every neutron is good neutron (Kazuyoshi Yamada)
7. Polarized Neutron Reflectometry (Saibal Basu)
8. Inelastic Neutron Scattering-I (Naoto Metoki)
9. Inelastic Neutron Scattering-II (Mala N. Rao)
10. Molecular Motions in Condensed Matter: Quasielastic Neutron Scattering Studies (Subhankur Mitra)
11. Introduction to Neutron Diffraction (D. J. Goossens)
12. Neutron diffraction – Instrument and Experiment (Vasudeva Siruguri)
13. Applications of Neutron Powder Diffraction in Structural and Magnetic Studies (S. M. Yusuf)

The following Experiments were performed. Each student performed two experiments.

- E1 Powder Diffraction-Crystalline
- E2 Powder Diffraction-NonCrystalline
- E3 Magnetic Diffraction-I
- E4 Magnetic Diffraction-II
- E5 Single Crystal Diffraction
- E6 SANS-I
- E7 SANS-II
- E8 Reflectometry
- E9 Inelastic scattering
- E10 Quasielastic scattering

The programme included a musical cultural evening, a conducted city-tour on one afternoon, a welcome reception-cum-dinner, and the School banquet and another dinner in nearby hotels. The last one was special with some cultural activity by the students.

During the feedback session the students expressed their satisfaction and thanked all the contributors. Generally the students appreciated the broad introduction to various techniques that would be useful if they need to pursue any of them in future and the interactions during the experiments. Some did feel they should have had more time to get deeper though it was clear that the time was too short.

We warmly thank all the invitees from the EC for their visit to Mumbai and kind contribution in making the 3rd AONSA Neutron School a very satisfying event. We are also grateful to all

the teachers for the very useful lectures we had. My colleagues and I would like to especially thank AONSA for the opportunity to organize the School.

With my best regards,
Samrath Chaplot



Group Photograph on Oct 4, 2010 at Training School Hostel, Anushaktinagar, Mumbai



Group Photograph on Oct 7, 2010 at Dhruva Reactor lobby, BARC, Mumbai

Appendix 7

Report from the 4th AONSA Neutron School in Japan

AONSA Neutron School @ Tokai <tentative plan>

Sept. 13, 2010

Mitsuhiro Shibayama

1. Dates and Place

Dates: Nov. 13 (Sun), 2011 – Nov. 18 (Fri), 2011

(The last week of the 4th cycle of JRR-3),

followed by AOCNS (Nov. 20 – Nov.23), IPS11 (Nov. 20 – Nov.23),

Annual Meeting of JSNS (Nov. 20 – Nov.23)

Place: J-PARC and JRR-3 and

Ibaraki Quantum Beam Research Center (IQBRC)

2. Accommodation

Guest House (@ KEK), Masago, etc.

3. Organization

Chair: Mitsuhiro Shibayama (ISSP, U. Tokyo)

Vice Chair: Masatoshi Arai (J-PARC/JAEA)

Secretary: Kenji Nakajima (J-PARC/JAEA)

Program: Takashi Kamiyama (J-PARC/KEK)

Public Information: Toshiya Otomo (J-PARC/KEK)

Treasurer: Nobuaki Takahashi (J-PARC/JAEA)

Computing environment: Takeshi Nakatani (J-PARC)

Amenity: Mitsutaka Nakamura: (J-PARC)

4. Program (tentative)

a. Lectures: material (science oriented)

1. General Introduction
2. Neutron source (reactor, pulse)
3. Neutron optics/polarization, neutron detection
4. Overview of material science
5. Overview of soft matter science

b. Parallel courses (methodology)

Diffraction (powder)

Inelastic scattering (chopper, triple axis)

SANS & Reflectivity

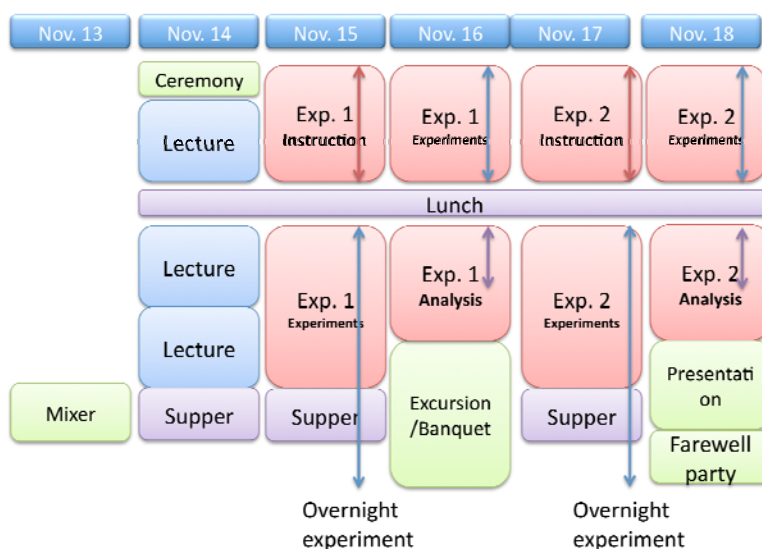
Residual stress/radiography

Biological Crystallography

c. Laboratory Course (tutorial; candidates)

- * Powder diffraction: SHRPD (BL08; Kamiyama)
- * Inelastic scattering: 4 SEASONS (BL01; Kajimoto)
or AMATERAS (BL14; Nakajima)
- * Small-angle scattering: SANS-U (JRR-3; Shibayama)
- * Reflection: ARISA-II: (BL16; Yamada)
- * Neutron Spin Echo (JRR-3; Endo)
- * Residual stress: TAKUMI: (BL19; Aizawa, Harjo)
- * Biological Crystallography: iBIX (BL03; Kusaka)

Time table (tentative)



4th AONSA Neutron School (Article for Newsletters)

4th AONSA Neutron School will be held in Tokai, Ibaraki, Japan during the period of Nov. 13 (Sun.) – Nov. 18 (Fri.), 2011, a week before AOCNS. The lecture sites will be Ibaraki Quantum Beam Research Center (IQBRC), Materials and Life Science Facility (MLF), J-PARC, and JRR-3. The total number of students is expected to be 40. The school will be organized by the AONSA and co-organized by Japanese Society for Neutron Science, J-PARC, JAEA, KEK, and ISSP, U. Tokyo. This school will provide opportunities of material research with pulse-neutrons as well as reactor-neutrons. The program of the school will cover general lectures on neutron scattering, parallel courses related to methodology, and various laboratory courses (tentatively assigned), such as, powder diffraction, inelastic scattering, small-angle scattering, neutron reflectivity, neutron spin echo, residual stress measurements, and biological crystallography.

Appendix 8

Procedure to Support Students from AONSA Fund

Sung-Min Choi, June, 2010.

Revised and Approved in the 5th EC, October 5, 2010

1. Students submit their applications to the AONSA Neutron School as it was announced in the flyer of the school. In their application form, they specify their needs of financial supports.
2. The organizers of the School make a list of students who need AONSA support and select students considering budget available and distribution of students among developing countries. For this selection, the organizers may consult with the sending countries and Secretary of AONSA.
3. The organizers inform the list of students (selected for AONSA support) to Secretary of AONSA with full information including affiliation, email, and so on.
4. AONSA office buys airtickets (e-tickets) for students and sends them to students by email. AONSA office will communicate with each student to confirm all the information (especially, name and flight schedule).

Appendix 9

Report from the Organizing Committee of the 1st AOCNS in Japan

The Minutes of the First Meeting of the Preparatory Committee
for the 1st AOCNS in 2011

(Translated from the original Minutes in Japanese on Fujii's own responsibility)

The Committee met at 15:00-17:00 on June 28, 2010 at the JAEA Tokyo Office. Attending this Meeting were the members of the Preparatory Committee; T. Kanaya (Chair; Kyoto Univ.), M. Arai (JAEA), T. Kamiyama (KEK), T. Fukunaga (Kyoto Univ.), Y. Noda (Tohoku Univ.), J. Suzuki (JAEA), H. Suzuki (NIMS) and the observers; M. Shibayama (Principal of the 4th AONSA Neutron School, Tokyo Univ.), H. Seto (KEK), Y. Fujii (Vice President of AONSA, CROSS). (A list of full members can be seen in the attached file, Appendix 9 of the EC Meeting in Singapore.)

After Chair's report on Committee's previous activities, the Committee discussed the following items and concluded actions to be done:

(0) The present Preparatory Committee chaired by Prof. T. Kanaya will be transformed to the formal Organizing Committee to be chaired by the next President of JSNS (Japanese Society for Neutron Science) who will be elected by vote this fall.

(1) Sponsorship of AOCNS

JSNS is the major organizer of #1 AOCNS while co-sponsors will be expected as many as possible because of their financial contributions. They are major facilities and institutions such as J-PARC, JAEA, KEK, ISSP/Tokyo Univ., KUR/Kyoto Univ., etc. Industries are also expected to support it.

<ACTION> Key JSPS members belonging to each facility, institute, and university will contact appropriate administrators to survey such a possibility.

(2) Date and Venue

Detailed procedures for preparing the 1st AOCNS and the 4th AONSA Neutron School to be coherently coordinated across the weekend and for considering the availability of public facilities for the weekend result in the possible one-day shift of AOCNS as;

Nov. 13 (Sun.) - 18 (Fri.), 2011: #4 AONSA Neutron School,

Nov. 19 (Sat.): School may have an activity in the morning.

Nov. 20 (Sun.): Welcome Party for #1 AOCNS in the evening,

Nov. 21 (Mon.) - 24 (Thu.): Scientific Sessions.

<ACTION> Fujii will inform AONSA Board such a possible one-day shift and ask an official approval.

The venue will be either in Mito or in Tokai. Expected number of participants will be 300-350.

<ACTION> The Chair of Local Committee (J. Suzuki) will make a tentative reservation. The Chair of Preparatory Committee (T. Kanaya) will ask AONSA EC members and observers through Board about more reliable estimation of participants from each country/region particularly because of possible increase in those from Korean and Taiwan.

The 11th Annual Meeting of JSPS will join AOCNS and its General Assembly should be held during the Conference. Therefore, a special session on “Regional Meeting” must be allocated to each Society’s own activity.

<ACTION> The Program Committee will take care of it.

(3) International Advisory Board (IAB)

IAB members will be nominated from AONSA EC member societies and observers. In the case of observers representing not society but projects and institutes, however, individuals will be nominated by Chair of Preparatory Committee in consultation with AONSA Board.

<ACTION> Chair will prepare his letters shortly.

(4) International Scientific Program Committee (ISPC)

The Committee agreed that Chair is Prof. K. Yamada (the current President of JSPS, Tohoku Univ.) and Co-chair is Prof. Y. Noda (Tohoku Univ.). Other members will be nominated through the same procedures as IAB.

<ACTION> Chair and Co-chair will start organizing ISPC, and detailed schedule and procedures for nominating speakers will be discussed.

(5) Local Committee (LC)

The Committee agreed that Chair is Dr. J. Suzuki (JAEA). He will be nominating LC members and make a reservation of venue in Mito and Tokai area.

<ACTION> LC will make the first cost estimation of AOCNS. It is also important for major institutions to co-sponsor AOCNS and then assign their staffs to work for AOCNS.

(6) Publication Committee

Since no proceedings of #1 AOCNS will be published, there is no plan to form the Publication Committee. Such tasks as Conference Abstracts and Posters will be done by Program Committee. Tentatively Prof. Seto (KEK) now being an observer is assigned for such tasks.

<ACTION> Prof. Seto will be formally assigned a member of the Preparatory Committee by JSPS.

(7) Treasurer

The Committee agreed that Treasurer is Dr. H. Suzuki (NIMS). In corporation with LC, he will make a cost estimation of AOCNS and prepare for various ways to attract commercial exhibitors and contributors to AOCNS.

<ACTION> He will prepare such invitation letters with a prospectus of AOCNS.

(8) Budget

A very rough expenditure is shown as follows;

Total 11,500 (¥k) = 2,000 (Rental charge of venue and related items)
3,000 (Conference dinners and parties)
2,000 (Travel and Committees)
2,000 (Charge for agency to handle registration, hotel etc.)
1,000 (Abstract, Posters etc)
1,500 (Others)

Income will be contributions from AONSA, J-PARC, JAEA, KEK, Industries etc., Registration fees and so on. Much detailed consideration on both expenditure and income must be made as soon as possible because the registration fee must be approved by AONSA EC and announced well in advance of the conference. However, we should have a waiver on application.

<ACTION> Both LC and Preparatory Committee will work together to survey the best solution.

(9) Time Schedule

Tentatively the following schedule has been proposed:

July 2010 Date and Venue will be decided.
IAB, ISPC members will be nominated through AONSA Board.
Aug. 2010 1st Announcement (Aim, Date, Venue etc.)
Sep. 2010 Invited speakers nominated.
Dec. 2010 Plenary and Keynote Lecturers decided.
Feb. 2011 2nd Announcement (Speakers, Time table, Travel, Hotel etc.)
Apr.-Jul. 2011 Call for papers and registration
Sep. 2011 Detailed notice to participants registered.

END
(July 20, 2010)

Appendix 10

Procedures to decide the host and location of Asia-Oceania Conference on Neutron Scattering (AOCNS)

Approved in the 5th EC, October 5, 2010

<Basic Principles>

- The host and location of AOCNS will be circulated in the Asia-Oceania Region.
- Under normal circumstance, the host and location of AOCNS will be decided 4 years ahead of time and will be announced in the AOCNS just before it.
- The host and location of AOCNS will be decided in the AONSA EC meeting after reviewing the conference proposals submitted by neutron societies in the Region.
- Both paying regular member societies and non-paying observers can submit proposals.

<Procedure>

1. The call for proposal should be announced one year ahead of the currently planned AOCNS.
2. Conference proposals should be submitted to the Secretary of AONSA by the application deadline specified in the call for proposals. Under normal circumstance, the deadline is one month before the AONSA EC meeting. Only one proposal is allowed for each society.
3. The host and location of next AOCNS will be decided in the EC during AOCNS where candidates should present their proposals with enough information and the results should be announced at the end of the conference.

Appendix 11 Calendar of AONSA Activities

Year 2010

Date	Events
3/8-3/12	International Collaboration on Advanced Neutron Sources (Grindelwald, Switzerland)
3/13	AONSA Board Meeting (Tokyo, Japan)
5/22	The 4 th AONSA EC Meeting (Singapore)
6/xx-8/xx	The virtual AONSA Board Meeting
6/26-6/30	American Conference on Neutron Scattering (Ottawa, Canada)
7/5-7/8	The 8 th International Workshop on Polarized Neutrons in Condensed Matter Investigations (Delft, Netherland)
8/29-9/3	The 26 th European Crystallographic Meeting (Darmstadt, Germany)
10/4-10/9	The 3 rd AONSA Neutron School (Mumbai, India)
10/4	AONSA Board Meeting (Mumbai, India)
10/5	The 5 th AONSA EC Meeting (Mumbai, India)
10/xx	AONSA Newsletters
10/27-10/29	IAEA Consultancy Meeting on Research Reactor Coalitions and Users' Networks (Daejeon, Korea)
10/31	The AONSA Board Meeting (morning) and the informal AONSA EC Meeting (afternoon) (KAIST, Daejeon, Korea)
10/31-11/3	The 10 th Conference of the Asian Crystallographic Association (Busan, Korea)
11/1-11/2	HANARO International Symposium 2010, In Celebration of New Cold Neutron Facility (Daejeon, Korea)

Year 2011

Date	Events
1/17-1/21	European Conference on Neutron Scattering (Prague, Czech)
8/23-8/31	XXII Congress and General Assembly of the International Union of Crystallography (Madrid, Spain)
4/xx	AONSA Newsletters
10/xx	AONSA Newsletters
11/13-11/19	The 4 th AONSA Neutron School (Tokai, Japan)
11/20-11/24	The 1 st AOCNS (Tokai, Japan)

Year 2012

Date	Events
11/18-11/23	The 15 th International Small-Angle Scattering Conference (Sydney, Australia)
	The 12 th Conference of the Asian Crystallographic Association (Adelaide, Australia)

Year 2013

Date	Events
7/7-7/11	The 10 th International Conference on Neutron Scattering (Edinburgh, UK)