

SEAES

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産業医科大学
UNIVERSITY OF
OCCUPATIONAL AND ENVIRONMENTAL HEALTH, JAPAN
SCHOOL OF MEDICINE

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北九州市八幡西区医生ヶ丘1番1号
Telephone : 093 603-1611

Mailing Address :
UNIV OEH SCH MED PO ORIO
YAHATA NISHI KU KITAKYUSHU 807 JAPAN

August 10, 1984

Dr. Hal W. Hendrick
Symposium Chairperson,
First International Symposium on
Human Factors in Organizational
Design and Management,
c/o Sheraton Waikiki Hotel,
2255 Kalakaua Ave., Honolulu,
Oahu, Hawaii 96815,
U.S.A.

Dear Dr. Hendrick:

According to his letter of August 3 to Dr. Kogi, Prof. Manuaba hesitates to attend ODAM. I recommend, therefore, Prof. Wisner as the chairman of North-South Panel.

Sincerely yours,



Kageyu Noro, Dr.Eng.

Encl. Prof. Manuaba's letter (August 3)

c.c. Prof. Sugiyama
Prof. Wisner



Departemen Pendidikan Dan Kebudayaan Republik Indonesia
Fakultas Kedokteran Universitas Udayana
BAGIAN ILMU FAAL
Alamat: Jalan Panglima Besar Sudirman, Telp. 6132 & 2510
DENPASAR BALI-INDONESIA

Dr Kazutaka Kogi
P.O.Box 1759
Bangkok
Thailand

August 3, 1984

Dear Dr Kogi,

Thank you for your kind letter of 5 July 1984.

But please apologize for the delay in answering due to my overseas trip to Japan for three weeks since July 8. I just came home last Saturday 28 July. And as usual a pile of work has to be faced and accomplished.

I have to go to Tokyo for my father's medical treatment who is suffered from obstructive jaundice caused by various reasons among others bile stones and cancer. He was hospitalized in Bali since 16 June, and in Jakarta since June 26. When he felt unconscious on July 6, we decided to bring him to Tokyo on July 8. And he asked me as his eldest son to accompany him, and I have no choice, except to carry out his request. So I stayed for three weeks in Tokyo (Women Medical College Hospital) and worked 24 hours as his nurse. And I am so sorry for not be able to make contact to your wife and other friends except Dr Horino and Oshash. When he was operated in July 16, Prof.Han Yu and his colleagues found out that his cancer was already in metastasis level, and can't help it. He just took the stones and made a permanent drainage with catheter from the bile sack. So I brought my father home for recovery from his operation and for further endeavour through traditional medicine. He is still recently at the Hospital for that purpose.

For a three weeks trip to Japan, I am convinced you will agree with me that made me "broke" from financial point of view. In such a situation, it is difficult for me to conduct my mission to Hawaii, especially if I have to expend something from my own pocket. And frankly speaking I am still having difficulty in trying to concentrate my thinking for that meeting. It seems to me it will takes time to do so.

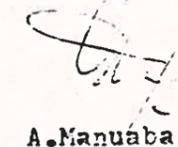
So, although you are so kind to assist me from your own pocket, and so is also Prof.Noro will send me \$ 140.000,- but if I have to expend still my own, with regret I have to cancel my travel. I do hope you could understand me.

Finally, with regret I have to postpone to inform you about the SEAES for another 1-2 weeks, since so many other things have more priorities to be managed first.

My best regards,

cc. Prof.Kageyu Noro
Prof.A Wisner

Yours sincerely



A. Manuaba

Dr. A. Manuaba
Secretary to Promoters of SEAES
Jalan Serma Gede 18,
Denpasar, Bali, Indonesia

April 1984

Foundation of the South-East Asian
Ergonomics Society (SEAES)

Dear Colleague,

We have the pleasure of inviting you to join us in founding the South-East Asian Ergonomics Society (SEAES). The new Society is hoped to be a step forward towards close co-operation between ergonomists in this part of the world.

The Society has been under preparation since 1982. The idea of forming a regional society was first discussed by a group of ergonomics research workers when they met at the 8th Congress of the International Ergonomics Association in Tokyo in August 1982 and at the 10th Asian Conference on Occupational Health and the ILO Regional Workshop on Ergonomics in Singapore in September 1982. Subsequently, an inquiry was sent to various people concerned with ergonomics in Southeast Asia, asking to let the group know if they would agree to this idea. Many of them have positively responded. ... This has led to drafting of the Constitution of the SEAES as attached.

We would like to propose to found the Society on the basis of this draft Constitution. The Society will consist of researchers and practitioners interested in promotion of ergonomics in Southeast Asia. It will give us chances to hold general meetings at regular intervals, organise workshops, exchange information and undertake joint projects. We would think that it should apply for membership in the International Ergonomics Association which is a federation of national and regional societies.

This invitation is sent to you on behalf of all those who have agreed to organise the Society. Representing its promoters are R.N. Sen, S.S. Ramaswamy (India), A. Manuaba (Indonesia), W.O. Phoon, C.N. Ong, S. Richardson (Singapore), M. Wongphanich (Thailand) as well as A. Wisner (France) and K. Kogi (Japan). It has been agreed that correspondence on this matter be addressed to A. Manuaba, Jalan Serma Gede 18, Denpasar.

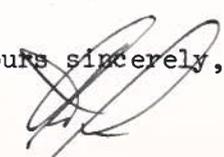
We would appreciate it very much if you would let us know by the end of June 1984 whether you would agree to be one of the Founding Members of the SEAES. We would also appreciate your suggestion about its activities.

If there is widespread agreement, we would like to declare the foundation of the Society after finalising the list of Founding Members. We would suggest that the initial activities of the Society be looked after by A. Manuaba as Officer-in-Charge until we are able to get together for the first general meeting some time in 1984.

We look forward to hearing from you soon.

With warmest regards,

Yours sincerely,


A. Manuaba
for the Promoters of SEAES

The South-East Asian Ergonomics Society

CONSTITUTION

(draft)

NAME

1. The name of the Society shall be "The South-East Asian Ergonomics Society".

OBJECT AND POWERS

2. The object of the Society shall be to promote learning and to advance education concerning the relationship between man and his occupation, equipment and environment, particularly the application of anatomical, physiological and psychological knowledge in conjunction with the engineering knowledge to the problems arising from this relationship.

3. In order to attain this object, the Society shall have the following powers:

- (1) To promote and organise study and publication relating to the object.
- (2) To arrange for educational courses, lectures and examinations.
- (3) To accept and raise money for the purpose of the Society and to use it for the furtherance of the object of the Society.
- (4) To make suitable arrangements for carrying on the work of the Society and for meetings of the Society.
- (5) To collaborate with institutions having an object similar to that of the Society.
- (6) To promote the formation of organisations for the purpose of any of the powers of the Society and to assist the organisations as may be thought fit.
- (7) To do all such other lawful and charitable things as are necessary for the attainment of the object of the Society.

MEMBERSHIP AND AFFILIATION

4. The Society shall consist of Members and Affiliated Organisations.
5. Persons applying for Membership shall hold a qualification in ergonomics or a cognate subject or shall have an active interest in furthering the object of the Society as the Council shall decide.
6. Every application for Membership of the Society shall give the full name and address of the applicant, any degrees and diplomas, membership of other learned or professional societies or associations, occupation and position held and a list of publications of the applicant.
7. Members of the Society shall have the right to attend all Scientific Meetings and General Meetings of the Society, to vote on all matters requiring decisions at General Meetings, and to nominate Members for election to the offices specified in Clauses 17 and 18.
8. Every applicant for Membership of the Society shall be recommended by at least two Members who shall also confirm the evidence submitted in support of the application to the satisfaction of the Council.
9. Firms, companies and associations which have an interest in ergonomics may become affiliated Organisations of the Society.
10. Affiliated Organisations may send two representatives to all scientific meetings of the Society at fees applicable to Members, and they will receive two copies of all circulars and programmes as sent to Members.
11. Every application by a firm, company or association for affiliation to the Society as an Affiliated Organisation shall give its full name, address and the nature of its business or interest. Applications will be considered by the Council which may accept or reject such applications.
12. The acceptance by the Council of an application for affiliation of a firm, company or association does not entitle it to describe itself as a Member of the Society nor to use the Society's name in any way so as to suggest that the Society approves of any product of or action by the firm, company or association.
13. Every person elected as a Member and every firm, company or association accepted as an Affiliated Organisation shall not enjoy the privileges of Membership or Affiliation until the relevant annual membership or affiliation fee for the current year shall have been received by the Society.

14. Membership or Affiliation shall be terminated if resignation shall be signified in writing, if a Member shall die or an Affiliated Organisation shall be dissolved, if membership or affiliation fees are unpaid for such period as the Council shall determine, or if a resolution by the General Meeting of the Society resolves that the Membership shall terminate or the Affiliation becomes unfitted in the opinion of the Council.

MEMBERSHIP AND AFFILIATION FEES

15. The annual membership fee shall be ten United States dollars or such other rate as shall from time to time be determined by the voting members in the General Meeting.

16. The annual affiliation fee for an Affiliated Organisation shall be fifty United States dollars or such other rate as shall from time to time be determined by the voting members in the General Meeting.

COUNCIL

17. The Officers of the Society shall consist of:

- (a) Chairman of Council
- (b) Two Vice-Chairmen of Council
- (c) Honorary Secretary-Treasurer

18. The business of the Society shall be carried on by a Council consisting of a Chairman and two Vice-Chairmen of Council, Honorary Secretary-Treasurer and five Members of Council.

19. The Officers and Members of Council shall be elected every three years by Members of the Society at the General Meeting. Not more than two members of the Council including Officers shall be from the same country.

20. The Auditors who shall be two individuals shall be appointed every three years at the General Meeting. They shall not be members of Council.

21. No Chairman of Council and no Honorary Secretary-Treasurer shall continue to hold office for more than six years consecutively.

22. The funds of the Society shall be under the control of the Council who shall have the power to invest the same and to expend such funds for the promotion of the Object of the Society as it thinks fit.

23. The Council may form Committees consisting of such Members of the Society as it thinks fit and may delegate any of its powers to such Committees and any such Committee shall conform to regulations imposed on it by the Council.

24. The duties of the Honorary Secretary-Treasurer shall be to arrange the business of the Society in accordance with the directions of the Council, to notify Members of the time and place of meetings, to take minutes of these meetings, and to prepare a tri-annual report on the activities of the Society for submission to the General Meeting.

25. The Honorary Secretary-Treasurer shall have charge of the funds of the Society, receive sums due to it, pay such bills as are directed by the Council, make up the accounts of the Society to 31 December in each year or to such other date as may from time to time be determined by the Council and present at the General Meeting an income and expenditure account duly certified by the Auditors.

26. The other officers shall generally assist the Honorary Secretary-Treasurer and in particular shall in accordance with the instructions of the Council arrange scientific meetings of the Society, promote knowledge of Society activities and foster the general growth of the subject outside the Society.

MEETINGS

27. The ordinary meetings of the Society shall be Scientific Meetings and tri-annual General Meetings. An Extra-ordinary General Meeting shall be called by the Honorary Secretary-Treasurer at the instruction of the Council

28. A notice of the General Meeting of the Society together with the proposed agenda shall be circulated to the members at least twelve weeks before the date of the Meeting.

29. The Chairmen at any General Meeting of the Society shall be a member of the Council.

30. At any General Meeting of the Society a quorum shall be twenty Members present in person or by proxy.

31. Any Member unable to attend the General Meeting of the Society may vote by proxy in the election of the members of Council and in the change of the Constitution, the signed voting paper to be received by the Honorary Secretary-Treasurer before the Meeting. The decision at General Meetings shall rest with the majority and in case of an equality of votes the Chairman of the Meeting shall have a casting vote in addition to his ordinary vote.

32. The Constitution of the Society shall not be changed unless three-quarters of those voting at the General Meeting of the Society are in favour of such change. Notice of the proposed change shall be tendered to the Honorary Secretary-Treasurer at least sixteen weeks before such General Meeting, and shall be advised to all Members in the notice calling the General Meeting.

tas Kedokteran Universitas Udayana
BAGIAN ILMU FAAL

Panglima Besar Sudirman, telp. 6132 & 2510

DENPASAR BALI - INDONESIA

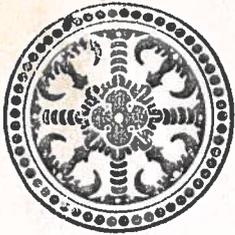
· Professor A. Wisner
CNAM

Lab. Physiologie du Travail-Ergonomi
41, Rue Gay-Lussac -75005 Paris
FRANCE



Prof. A. Manuaba
Jalan Serma Gede 18
Denpasar 80114
Bali, Indonesia





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Alamat: Jalan Panglima Besar Sudirman, Telp. 6132 & 2510
DENPASAR BALI-INDONESIA

Professor Kageyu Noro, Dr.Eng.
UNIV OEH SCH MED PO ORIO
YAHATA NISHI KU KITAKYUSHU 807
Japan

6 July 1984

Dear Professor Noro,

Thank you for your letter of June 18, as an answer to my letter of May 23. I am sure when you received this letter, you had received already my last letter of June 19, which informed you about my financial difficulty. But anyhow thank to your letter which made me more optimistic in facing the coming meeting in Hawaii.

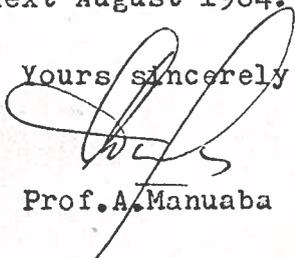
In regard to a discounted air ticket, as I wrote you before, that was the cheapest way to Hawaii from Denpasar vice versa by using Qantas, which has direct flight to Denpasar/Bali. It might be possible of having a cheaper ticket by using Singapore Airlines, but I have to go through Jakarta and Singapore, and it is another expenditure of course. And I am not so sure about it, since nearly all Travel Agencies in Denpasar advised me using Qantas as the cheapest. But, if you could manage it from Japan or Hawaii, by sending me through pax a cheaper air ticket than US \$ 1.100, I will appreciate it very much. And do not forget the most expensive departure tax (it is not the same with airport tax) of US\$ 150.--.

In relation to SEAES, in which I was asked as the Secretary of Promoters, is surely going stronger and stronger, at least in ideas. Until recently around 30 scientists having interest in Ergonomics have answered our circular on constitution draft and declared to be founded members. There are another 70 names who asked before to be listed as members of SEAES. These names are outside of the Promoters of SEAES. As the first activity, a general meeting is already on plan in 1984, perhaps in one of the Asean countries, or in Indonesia/Bali, if the condition is favourable for that purpose. As far as SEAES become IEA member is concern, we hope we can do it in the near future, and the coming meeting in Hawaii which will be preceded by a IEA Council meeting might be a good occasion for conducting that idea.

Finally, thank you again for all attention given to me until now, and deeply hoping to seeing you in Hawaii next August 1984.

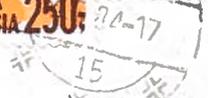
My best regards,

Yours sincerely


Prof. A. Manuaba

cc. Prof. Sugitama
Prof. Wisner
Prof. Hendrick
Dr. K. Kogi

Airmail
Express



Professor A Wisner
CNAM
Laboratorium Physiologie du Travail-Ergonomie
41, Rue Gay-Lussac
75005 PARIS
FRANCE



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Professor Kageyu Noro, Ph.D.
Human Factors Engineering
Univ OEH SCH MED PO ORIO
YAHATA NISHI KU KITAKYUSHU 807
JAPAN

23 May 1984

Dear Professor Noro,

Thank you for your kind letter of May 7.

I agree fully that the best chairman would be Dr Kogi since he has much concern to the matter ever since.

In regard to my participation as one of the panelist, I appreciate it very much. And the title of my contribution will be:

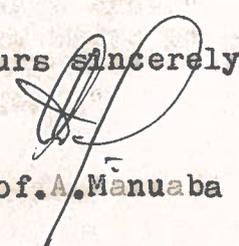
Experiences and problems of ergonomic application in Indonesia.

But, I have to say frankly, that until recently I am still busy in looking for assistances of my travel to Waikiki. As an information to you, I have to collect US\$ 1,100 for my return ticket and another US\$ 150,- for my departure tax. It is really a lot of money viewed from my position. I am very happy of having US\$ 600.- assistance from you for my expenditure in Waikiki, which made my burden lighter.

I do hope I will be able to solve this problem, and of course your kind assistance will be very much appreciated.

Looking forward to seeing you in Waikiki, and my best regards to all friends involved in the preparation of the panel meeting.

Yours sincerely


Prof. A. Manuaba

cc. Dr Kogi
✓ Prof. Wisner

*Best regard to you, and
hoping to see you in
Waikiki if I can
resolve my financial
problem.*

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Mailing Address :
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YAHATA NISHI KU KITAKYUSHU 807 JAPAN

18 June, 1984

Professor Adnyana Manuaba
Department of Physiology,
School of Medicine,
University of Udayana
Jalan P.B. Sudirman,
Denpasar, Bali,
Indonesia.

Dear Professor Manuaba:

Thank you for your letter of May 23. I have asked Symposium Chairman Prof. Hendrick for your additional US\$1,250. If the additional assistance is unfortunately unobtainable, I will discuss some alternative means of help with Dr. Kogi and those concerned of the Japan Ergonomics Research Society. You are requested to ask the Singapore Airlines or other carrier about a discounted air ticket and notify me the price of such a ticket if one is obtainable.

Please let me know the details and plans of the newly formed the South East Asia Ergonomic Society as soon as possible. They will become important information to assist you in this matter.

I earnestly hope to see you in Waikiki.

Sincerely yours,



Kageyu Noro, Dr.Eng.
Professor & Head
Human Factors Engineering

c.c. Prof. Sugiyama
Dr. Wisner
Dr. Kogi
Dr. Hendrick

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18 June, 1984
Page 1

Dr. Hal W. Hendrick
Human Factors Department,
Institute of Safety & Systems
Management,
University of Southern California,
Los Angeles, CA 90089-0021,
U.S.A.

Dear Dr. Hendrick:

I received your beautiful brochure at the beginning of this month. I am greatly satisfied at the workmanship of the brochure. The brochure was immediately sent to the people on the list with a letter advising them to participate in the symposium.

A copy of the May 23 letter from Prof. Manuaba is enclosed. In the letter, Prof. Manuaba describes the need for US\$1,250 in addition to US\$600 you are planning to send to him. Dr. Kogi telephoned me to ask for the additional assistance to Prof. Manuaba. Prof. Manuaba is the secretary-general of the South East Asia Ergonomic Society recently established. The participation of Prof. Manuaba is of utmost importance to encourage the new society and to enhance the meaning of the ODAM International Symposium. Please study to see if you can help him with all or part of the additional US\$1,250. If you are unable to do so unfortunately, please let me know it immediately. I will discuss with Dr. Kogi and those concerned of the Japan Ergonomics Research Society and will try to take some means of assisting Prof. Manuaba in this matter. I have asked him to investigate the possibility of obtaining a discounted air ticket via Singapore.

Dr. Kogi has agreed to assume the chair of the panel session on North-South Cooperation. His participation is,

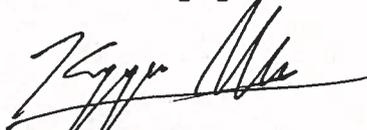
Dr. Hal W. Hendrick

18 June, 1984

Page 2

however, subject to the decision of the ILO headquarters that will become clear when he visits Geneva.

Sincerely yours,



Kaggyu Noro, Dr.Eng.
Professor & Head
Human Factors Engineering

P.S. I add Prof. Manuaba's address and Dr. Kogi's address in writing for a your reference.

Professor Adnyana Manuaba
Dept. of Physiology,
Shchool of Med.
University of Udayana
Jalan P.B. Sudirman
Denpasar, Bali,
Indonesia

Dr. K. Kogi
Regional Adviser on Conditions of Work
International Labour Organisation
Regional Office for Asia and the Pacific
UN Building
P.O. Box 1759
Bangkok
Thailand

c.c. Prof. Sugiyama
Dr. Wisner
Dr. Kogi
Prof. Manuaba



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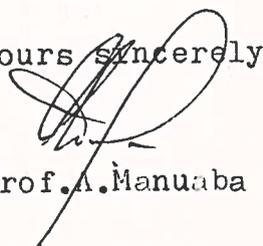
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Prof. A. Manuaba

cc. Dr Kogi
Prof. Wisner