

## **The Detailed Enforcement Regulations of the Articles of Incorporation of the Japan Epidemiological Association**

The Japan Epidemiological Association (hereafter, referred to as “the Association”) lay down the following detailed enforcement regulations based on the articles of incorporation of the Association:

### **Detailed Regulations on Leave of Absence**

Based on Article 5 (1) of the articles of incorporation, the regulations on Leave of Absence are laid down.

Article 1 Ordinary members of the Association may take a leave of absence when unable to participate in the activities of the Association by reasons such as studying abroad or long term medical treatment.  
During the leave of absence, the member will be waived the membership fee while retaining their membership. The following rules will be applied during their time of leave:

- (1) The time they are absent will not be calculated as their cumulative years of membership.
- (2) They do not have the right to vote or to run as a candidate in the election of delegates.
- (3) When they submit a paper to the Journal of Epidemiology as a first author or a corresponding author, the publication fee for non-members will be applied.
- (4) They can not present in the Annual Meetings as a first author.

Article 2 Members who wish to take a leave of absence must fill in the required information and submit the designated form to the secretariat. Should the member have any outstanding membership fee, this amount must be paid before the absence.

Article 3 An absence of leave will be granted on a fiscal year basis with a maximum of two years. If a longer period of absence is required, the member may submit a request for extension by clarifying the reasons.

Article 4 Upon the end of the absence term, the member must promptly fill in the required information and submit the reinstatement form to the secretariat and pay the membership fee.

Article 5 If the member does not take the required measures, membership will expire at the end of the second fiscal year of the absence of leave.

Article 6 Amendment of these regulations will be decided by the Board Members.

#### **Additional Clause**

These regulations come into effect on April 25, 2017.

These revisions come into effect on November 5, 2021.