

**Incorporated Non-profit Organization
Japan Society of Professional Engineers**

19th General Assembly

June 08 2019 (Sat) 12:45 – 14:00

Tokyo Grand Hotel Shiba. Tokyo

with Webcasting

Proceedings

- Quorum confirmation**
- Engineer's Creed speaking**
- Remarks from invited Guests**
- Chairman, Clerical and Subscriber nomination**

- **Resolution 1 : FY2018 Activity & Financial Report**
(FY2018 Member recognition)
- **Resolution 1 : FY2018 Financial Audit Report**
Q&A and Vote
- **Resolution 2 : FY2019-2020 Officers**
- **Resolution 3: Articles of Incorporation Revise**
- **Resolution 4 : FY2019 Action and Budget Proposal**
Q&A and Vote

Unofficial English translation

Engineer's Creed

As a professional Engineer,

I dedicate my professional knowledge and skill

to the advancement and betterment of human welfare.

I pledge:

To give the utmost of performance;

To participate in none but honest enterprise;

**To live and work according to the laws of man and
the highest standards of professional conduct;**

To place service before profit,

**the honor and standing of the profession before
personal advantage,**

and the public welfare above all other

considerations.

**In humility and with need for Divine Guidance, I make
this pledge.**

**Adopted by
National Society of Professional Engineers June,1954**

Resolution 1 : FY2018 Activity Report

During FY 2018, we have performed following activities under the three annual mission as

- 1 Promote Advocating activities
- 2 Continue Member Networking
- 3 Streamline the Portfolio of Activities

and the biennial policy of “Cross and Bridge Technical Discipline”.

For mission ①, our website and membership database have been reconstructed on May, and outreach lectures to students in Kanazawa Institute of Technology (on November) and Mie University (on April) have been held.

For mission ①, Dispatch directors to NSPE annual meeting (PE Conference) on July, and got informed on NSPE Code of Ethics revision, NSPE Policy statements realignment, and New NSPE membership model.

For mission ②, total 19 CPD seminars including Engineer’s Salon, and PE license guidance have been held.

For mission ③, as a result of the internet member survey on October, and over-night discussion at Atami, Shizuoka on November, it was recommended that JSPE should more focus on On-line member networking and Public advocacy via book publishing, while maintaining current CPD seminar activities.

On February, Move office from Akasaka to Nihonbashi-honmachi, Tokyo.

In the November over-night discussion, we re-discovered the three core value of JSPE, Promoting the PE license, Awareness of the Professional Society, and Inspiration of Engineers through Ethics.

【Terms】

PDH : Professional Development Hour

NSPE : National Society of Professional Engineers

PE : Professional Engineer

Activity List

Y/M/D	Events and Activities	Venue	hour	Partici- pants	Supplied PDH
CPD Seminar					
2018/4/21	#302 Seminar :Data to Insight by Application to Your Site of Machine Learning ~ Here comes the IoT and AI Technology~	Kobe	2.0	10	20
2018/4/21	#303 Seminar :Can Comedian Robots Play on Stage?: Challenge of a Professor	Tokyo	2.0	24	48
2018/6/2	S pecial CPD Seminar :An Interpretation of the US- North Korean Relationship	Tokyo	1.5	48	72
2018/7/7	#304 Seminar : "Onikin 2018" No.1 Feasibility Study: the Project to Initiate a Project	Kobe Tokyo	3.0	20	60
2018/9/1	#305 Seminar : "Onikin 2018" No.2 Scope Definition Leading to Successful Project	Kobe Tokyo	3.0	27	81
2018/9/22	#306 Seminar : 5 th JSPE Day "Energy" Part1: Report of NSPE Annual Meeting Part2: Latest Trends of Wind Power Technology Part3: Utility of the Future in Japan(Utility 3.0) Part4: Building Energy Consumption Examined from Life Cycle Point of View Energy Saving Tuning and Maintenance ~ Part5: What would like to Leave to Electrical Engineers of Next Century?	Kobe Tokyo	5.0	32	160
2018/10/13	#307 Seminar : "Onikin 2018" No.3: Initiation of Project-Based Businesses: Roles of PMO	Kobe Tokyo	3.0	27	81
2018/11/10	#308 Seminar : "Onikin 2018" No.4: Quality, Project and Ethics	Kobe Tokyo	3.0	20	60
2018/12/8	#309 Seminar : "Onikin 2018" No.5: Let's Study the Agile Practice Guide	Kobe Tokyo	3.0	15	45
2018/12/15	#310 Seminar :Issues about Introduction of	Tokyo	2.5	24	60

Y/M/D	Events and Activities	Venue	hour	Partici- pants	Supplied PDH
	Biomass Power Generation / Prospects and Efforts of Renewable Energy				
2019/2/9	#311 Seminar : "Onikin 2018" No.6: Importance of Defining the Software Specification and It's Project Management	Kobe Tokyo	3.0	22	66
2019/2/23	#312 Seminar : Status of Condensed Matter Nuclear Reaction and Its Future Prospect	Tokyo	2.0	19	38
Engineers Salon、Visiting Tour					
2018/4/18	FY2017 #5 Salon : Recent US Nuclear Business Environment and Government Support -View from US Business Experience-	Tokyo	1.0	20	20
2018/5/16	#1 Salon : Bushido, the Code of the Samurai, which is Underlying Basis of Japanese Engineering Ethics	Tokyo	1.0	17	17
2018/6/16	Visiting Tour (Kansai) : Kawachi Winery	Osaka	1.5	9	13.5
2018/6/23	Visiting Tour (Kanto) : Urawa Hydrogen Station	Saitama	1.5	19	28.5
2018/8/1	#2 Salon : Hydrogen Society	Tokyo	1.0	10	10
2018/9/4	#3 Salon : Engineering Leadership	Tokyo	1.0	6	6
2018/11/14	#4 Salon : My Experienced in Uzbekistan	Tokyo	1.0	6	6
		Total	41	375	892

Y/M/D	Events and Activities	Venue	Partici- pants
Networking and Research			
2018/4/13	Special Lecture "Roles of Licensing a Professional Engineer in US ~Image of Future Engineer~"	Mie: Mie University	150
2018/4/18	Attend JABEE International Committee	Tokyo	1
2018/6/1	Joint Meeting of NSPE- JABEE-JSPE	Tokyo	4

2018/7/18-22	NSPE 2018 Professional Engineers Conference (PECON18)	Las Vegas	4
2018/8/3	Networking with PMI Japan Chapter	Tokyo	2
2018/9/29	Member Survey on JSPE's Activity	Email	96
2018/11/5	Special Lecture Professional Engineer and Ethics	Ishikawa: Kanazawa Institute of Technology	200
2018/12/8	Kobe Year End Networking Party	Kobe	6
2018/12/15	Kanto Year End Networking Party	Tokyo	26
2018/12/20	Networking with JABEE Director	Tokyo	4
2019/1/17	Attend JABEE International Committee	Tokyo	1
2019/3/23	PE/FE Exam and PE Registration Seminar	Kobe / Tokyo	27
Publication			
2018/4/1	JSPE Magazine Spring issue (Member only)	JSPE web site	-
2018/6/1	JSPE Annual Report in FY2017		-
2018/7/1	JSPE Magazine Summer issue (Member only)		-
2018/10/1	JSPE Magazine Fall issue (Member only)		-
2019/1/1	JSPE Magazine Winter issue (Member only)		-
Board Meeting			
2018/4/29	New Website Guidance for Directors	Skype	6
2018/5/19	May Board Meeting	Tokyo / Skype	11
2018/7/14	July Board Meeting		10
2018/9/15	September Board Meeting		10
2017/11/18	November Board Meeting (over night discussion)	Shizuoka	11
2019/1/19	January Board Meeting	Tokyo / Skype	8
2019/1/31	Office Move from Akasaka to Kanda Shared Office	Tokyo	2
2019/3/16	March Board Meeting	Tokyo / Skype	13

Membership variation

Variation during FY2018

Membership Type	March 31 2018	Admission	Type promotion	Withdrawal	March 31 2019
PE	192	3	5	17	183
PEN	59	7	10	6	60
FE	72	2	4	4	68
Affiliate	23	11	3	3	28
Student	9	2	0	0	11
Total	355	25	22	30	350

- “PEN” is a member who have passed PE exam, but not yet registered in any US state
- “Type promotion” means a member who have promoted from FE to PEN, or PEN to PE.

Resolution 1 : FY2018 Financial Report

From April 1 2018 To March 31 2019

Unit : JPY

	FY 2018 Closing
I . Revenue	
1. Membership due	
Member Enrollment fee	57,000
Full Membership due	2,304,500
Associate Member due	1,202,000
2. Contribution revenue	
Director volunteer hours	1,405,796
3. Operating revenue	
Educational activity revenue	636,000
Research activity revenue	185,500
4. Other revenue	
Interest	41
I . Revenue Total	5,790,837
II . Spending	
1. Operating Cost	
(1) Employment cost	0
Director volunteer hours	1,405,796
(2) Other cost	
Meeting expense	807,967
Honorarium	453,271
PMI Registration due	164,455
Travel expense	556,519
Communication expense	154,366
Printing expense	331,194
Supplies expense	42,478
Processing fee	864
Networking expense	17,992
1. Operating Cost Total	2,529,106
2. Administration Cost	
(1) Other cost	
Printing expense	21,821
Outsourcing expense	475,200
Meeting expense	224,652
Travel expense	270,116
Communication expense	61,415
Supplies expense	61,691
Office charge	514,350
Insurance fee	6,000
Processing fee	50,538
Bad debt loss	108,000
(1) Other cost total	1,793,783
2. Administration cost total	1,793,783
II . Spending total	5,728,685
(A) Net worth change during this period = I - II	62,152
(B) Net worth brought forward	7,927,602
(C) Net worth to be brought forward = (A) + (B)	7,989,754

Balance Sheet

As of March 31 2019

(Unit : JPY)

Account Item	Amount of Money		
<u>I Asset</u>			
1 Current Asset			
Cash and Deposit	8,009,312		
Uncollected money	285,442		
Advance Payment	29,160		
Current Asset Total		8,323,914	
Asset Total			8,323,914
<u>II Debt</u>			
1 Current Debt			
Unpaid Money	262,035		
Advance Payment received	50,500		
Deposit Money	21,625		
Current Debt Total		334,160	
Debt Total			334,160
<u>III Net Asset</u>			
Net Asset Brought Forward	7,927,602		
Current Change in Net Asset	62,152		
Net Asset Total		7,989,754	7,989,754
Debt and Net Asset Total			8,323,914

Balance Sheet Trend 2014 to 2019

Item	2014/3/31	2015/3/31	2016/3/31	2017/3/31	2018/3/31	2019/3/31
I Asset						
1 Current Asset						
Cash and Deposit	2,729,316	3,310,904	4,127,536	5,465,717	8,020,076	8,009,312
Uncollected money	842,216	1,043,751	458,263	225,500	282,989	285,442
Current Asset Total	7,680	2,880	2,880	0	0	0
Advance Payment	0	0	0	0	0	29,160
Asset Total	3,579,212	4,357,535	4,588,679	5,691,217	8,303,065	8,323,914
2 Fixed Asset						
Infrastructure Reserve	3,106,011	3,110,681	3,117,576	2,108,807	0	0
Telephone and Books	0	0	0	0	0	0
Fixed Asset Total	3,106,011	3,110,681	3,117,576	2,108,807	0	0
Asset Total (A)	6,685,223	7,468,216	7,706,255	7,800,024	8,303,065	8,323,914
II Debt						
1 Current Debt						
Advance Payment received	139,750	158,500	154,750	54,000	51,000	50,500
Unpaid Money	408,520	359,694	540,524	8,590	303,852	262,035
Deposit Money	4,264	4,264	5,284	0	20,611	21,625
Current Debt Total	552,534	522,458	700,558	62,590	375,463	334,160
Debt Total (B)	552,534	522,458	700,558	62,590	375,463	334,160
III Net Asset						
Net Asset Brought Forward	Net Asset Total	6,132,689	6,945,758	7,005,697	7,737,434	7,927,602
Current Change in Net Asset	620,515	813,069	59,939	731,737	190,168	62,152
Net Asset Total = (A)-(B)	6,132,689	6,945,758	7,005,697	7,737,434	7,927,602	7,989,754
Officer's Volunteer Hours	(Not aggregated)	(Not aggregated)	1847.3	1691.5	1847.0	1449.5

FY2018 Member recognition

Mr. Satoshi Yamaguchi (PEN-0161)

For his contribution to direction of Seminar : "Onikin"

Mr. Yoshiteru Yamamura, PE (PE-0079)

For his contribution to planning of Visiting Tour

Audit Report

日本プロフェッショナルエンジニア協会
会長殿

監査報告書

日本プロフェッショナルエンジニア協会監事は、同法人の 2018(平成 30)年度(2018(平成 30)年 4 月 1 日から 2019(平成 31)年 3 月 31 日まで)の事業報告に関して、理事の執行状況および法人の財産状況について監査を実施しました。

その結果、同法人の活動計算書、貸借対照表、財産目録並びに比較貸借対照表は適正と認めます。

2019(平成 31)年 4 月 13 日

監事 竹政 一夫



監事 植村 大輔



Audit report

The auditors of Japan Society of Professional Engineers have examined the performance of directors and the financial status of the organization.

After reviewing the examined result, we hereby state that the financial statement, the balance sheet and other related reports of this organization are appropriate.

April 13 2019

Auditor Kazuo Takemasa

Auditor Daisuke Uemura

Resolution 2: FY2019-2020 Officers

Position (Renomination/Coming)	Name	Member ID
Director (Renomination)	Ryo Moriyama	PE-0179
Director (Renomination)	Tokoh Nishikubo	PE-0253
Director (Renomination)	Tsutomu Koguchi	PE-0214
Director (Renomination)	Toshiki Moriguchi	PE-0203
Director (Renomination)	Tatsuo Kawase	PE-0180
Director (Renomination)	Kosuke Inaba	PE-0244
Director (Coming)	Masami Yoshimoto	PE-0100
Director (Coming)	Noritaka Fujimura	PE-0233
Director (Coming)	Ryosuke Ohta	PE-0237
Director (Coming)	Ryuichi Okuno	PE-0169
Auditor (Renomination)	Daisuke Uemura	PE-0022
Auditor (Coming)	Masahiko Tsuchiya	PE-0025

For Information : FY2019 board of directors

Department	Directors in charge
Leaders group	Ryo Moriyama (President) , Tokoh Nishikubo Vice President) , Tsutomu Koguchi (Vice President), Tatsuo Kawase (Dept. Manager) , Masami Yoshimoto (Dept. Manager) ,Ryosuke Ohta (Dept. Manager) Toshiki Moriguchi (Dept. Manager)
Planning	Tokoh Nishikubo (Dept. Manager) Ryo Moriyama (Deputy Dept. Manager) , Masami Yoshimoto (Deputy Dept. Manager)
Publication	Tatsuo Kawase (Dept. Manager) Tokoh Nishikubo (Deputy Dept. Manager) , Noritaka Fujimura (Deputy Dept. Manager)
External Affairs	Masami Yoshimoto (Dept. Manager) Ryosuke Ohta (Deputy Dept. Manager) ,Ryo Moriyama
Education	Ryosuke Ohta (Dept. Manager)

	Ryo Moriyama (Deputy Dept. Manager) ,Tokoh Nishikubo, Noritaka Fujimura, Mitsuaki Inaba
Membership	Toshiki Moriguchi (Dept. Manager) Tsutomu Koguchi (Deputy Dept. Manager) , Noritaka Fujimura (Deputy Dept. Manager)
Accounting	Tsutomu Koguchi (Dept. Manager) Tatsuo Kawase (Deputy Dept. Manager) , Ryuichi Okuno (Deputy Dept. Manager)
Auditors	Daisuke Uemura, Masahiko Tsuchiya

Geographic distribution of Directors



Resolution 3: Articles of Incorporation Revise

Proposed Revision

On February 2019, the principal office of JSPE has been moved from Akasaka 2-chome, Minato Ward, Tokyo to Nihonbashi-honcho 4-chome Chuo Ward, Tokyo.

In order to reflect this office move to the corporate public registration, article 2 of JSPE's articles of incorporation ("Teikan"), is proposed to be revised as follows.

(Current)

Article 2

This corporation shall have its principal office in Minato Ward, Tokyo.

(Proposed revision)

Article 2

This corporation shall have its principal office in Chuo Ward, Tokyo.

Resolution 4: FY2019 Action Proposal

Build Community and Connect with Public

One of the recent requirements to JSPE is transmission of engineering related information like complicated laws, engineering regulations, Japanese culture, PE license system, etc, with simple form and easy to understand for public. At the same time, through these transmissions, it is important to recognize the role of US PE license holder in Japan. Based on above view point, we proceed following activities with FY2019 annual slogan “build and connect with public”.

● Promotion of transmissions the Engineering Information to Public by Using JSPE Resources

Through the past activities, CPD seminars, quarterly web magazines, PE exam and registration reports, NSPE annual meeting reports, Q&A lists from web master system, etc, we have been corrected many information. By analyzing and applying these information, we provide a better membership networking opportunity and transmit the engineering information to public.

● Continue Member Networking Services Through CPD Seminars

We continue monthly CPD seminars to provide opportunities for growing up their engineering knowledge and skills. And, we plan to provide a new service for improving member networking.

● Improve the Membership Service Quality

Through the overnight discussion in November 2018, we found that many members contributing long-term to JSPE and retiring their corporate career have withdraw from JSPE. These members are important information source and human resource of JSPE. So, we provide an opportunity to make an activity stage for them. And, we increase the networking service by jointly holding the CPD seminar and membership networking activity between licensed PE and non-PE members.

● Streamline the JSPE Activity Portfolio (continued)

Based on the discussion results of above discussion, we continuously provide

membership service with support of active JSPE members. Also, we consider what the best plan to use JSPE's net worth is.

Resolution 4: FY2019 Budget Proposal

From April 1 2019 To March 31 2020

Unit : JPY

	FY 2018 Closing (For Info.)	FY 2019 Budget
I . Revenue		
1. Membership due		
Member Enrollment fee	57,000	90,000
Full Membership due	2,304,500	2,280,000
Associate Member due	1,202,000	1,350,000
2. Contribution revenue		
Director volunteer hours	1,405,796	1,550,000
3. Operating revenue		
Educational activity revenue	636,000	700,000
Research activity revenue	185,500	150,000
4. Other revenue		
Interest	41	0
I . Revenue Total	5,790,837	6,120,000
II . Spending		
1. Operating Cost		
(1) Employment cost	0	0
Director volunteer hours	1,405,796	1,550,000
(2) Other cost		
Meeting expense	807,967	850,000
Honorarium	453,271	550,000
PMI Registration due	164,455	250,000
Travel expense	556,519	600,000
Communication expense	154,366	200,000
Printing expense	331,194	400,000
Supplies expense	42,478	25,000
Processing fee	864	0
Networking expense	17,992	10,000
1. Operating Cost Total	3,934,902	4,435,000
2. Administration Cost		
(1) Other cost		
Printing expense	21,821	0
Outsourcing expense	475,200	400,000
Meeting expense	224,652	330,000
Travel expense	270,116	200,000
Communication expense	61,415	200,000
Supplies expense	61,691	60,000
Office charge	514,350	120,000
Insurance fee	6,000	10,000
Processing fee	50,538	50,000
Bad debt loss	108,000	100,000
Registration Due		0
Contingency Reserve		215,000
(1) Other cost total	1,793,783	1,685,000
2. Administration cost total	1,793,783	1,685,000
II . Spending total	5,728,685	6,120,000
(A) Net worth change during this period = I - II	62,152	0
(B) Net worth brought forward	7,927,602	7,989,754
(C) Net worth to be brought forward = (A) + (B)	7,989,754	7,989,754

Planned Calendar of FY2019 Activities

Month	Planned Events and Activities	Remarks
2019		
April	• JSPE Magazine Spring Issue	
May	• May Board Meeting	
June	• Kanto and Kansai Visiting Tours • JSPE- NSPE Joint Meeting • JSPE Annual meeting / Special CPD seminar / Networking	
July	• JSPE Magazine Summer Issue • July Board Meeting • Attend NSPE Annual Meeting in Kansas City (PECON19)	
August	• Tokyo and Kobe Onikin CPD seminar	
September	• Tokyo and Kobe Onikin CPD Seminar • September Board Meeting • Tokyo and Kobe JSPE Day (day-long seminar)	
October	• JSPE Magazine Fall Issue • Tokyo and Kobe Onikin CPD seminar	
November	• Tokyo and Kobe Onikin CPD seminar • November Board Meeting	
December	• Tokyo and Kobe Onikin CPD seminar • Tokyo and Kobe Year End Party	
2020		
January	• JSPE Magazine Winter Issue • January Board Meeting • Tokyo and Kobe Technical CPD seminar	
February	• Tokyo and Kobe Onikin CPD seminar	
March	• March Board Meeting • Tokyo and Kobe Exam and PE registration mentoring meeting	