

## Minutes of the Conference call held on 22 March 2010:

### Steering Committee Attendees:

Dr. Akira Homma      President  
Dr. Suresh S. Jadhav  
Ms. Mahima Datla      Secretary  
Mr. Selwyn Kahanovitz  
Mr. Bing Zeng

1. It was unanimously agreed upon to hold the Annual General Meeting (AGM) and Conference of the **11<sup>th</sup> DCVMN on 13-16 September 2010 at Hyderabad.**
2. Invitation letter, after review by Ms. Mahima Datla, will be sent by Bharat Biotech to DCVMN members and Resource Members. The Steering Committee Members were requested to contact Resource Members for confirmation of their participation and topics for presentation. It was also proposed to seek the participation of additional Resource Members.  
Dr. Jadhav wanted that invitation letters to Resource Members to suggest that they arrive Hyderabad on the evening of 14.09.10 for making presentations at the Conference on 15.09.10 and 16.09.10.  
Mr. Bing Zeng advised that Government officials from Health and Regulatory Departments may be invited by the host to attend the Conference. (A spot registration fee may be worked out for Non-Members, if any.) This was discouraged
3. Tariff quotes for accommodation inclusive of food, transport etc. will be obtained during the week from the leading hotels to hold the 11<sup>th</sup> DCVMN at their premises.  
The Steering Committee wanted a Budget Proposal for the 11<sup>th</sup> DCVMN. Mr. Kahanovitz indicated that sponsors such as Millipore, BD may be contacted to extend their support. The Committee was informed that GE Healthcare has already indicated its interest to sponsor an event.
4. Events during 13-16 September 2010:
  - i. 12.09.2010 (Sunday) - Steering Committee to arrive to finalize the proceedings.
  - ii. **13.09.2010** (Monday) - Arrival of DCVMN Members.  
Registration of members. Open session, if any; Cocktails and meet. Dinner is optional.
  - iii. **14.09.2010** (Tuesday) – Annual General Meeting will be conducted to discuss DCVMN matters, approval and adoption of new bye laws and election of Office Barriers.  
AGM is restricted to DCVMN Members only. It was suggested that

Dr. Miloud Kaddar may be requested to address the DCVMN Members.

Based on the suggestion of Dr. Homma a Booklet on DCVMN Members will be released and distributed. This Booklet will contain an Introduction on DCVMN and Profiles of its Members. Dr. Homma promised to send a template for the Booklet.

Ms. Mahima Datla will review the Booklet prior to its publication. A suitable sponsor will be contacted to defray the expenses for publication of the Booklet.

Resource Members are expected to arrive in the evening.

Dinner

- iv. **15.09.2010** (Wednesday) – Steering Committee suggested that Key Note Address be delivered by Dr. M.K. Bhan, Secretary DBT, Govt. of India or Dr. V.M. Katoch, Department of Health and Director General, ICMR or Dr. Surinder Singh, Drugs Controller General (India).

The Committee advised to explore the possibility of requesting all the three dignitaries for a panel discussion.

The Committee desired that the DCVMN Members be encouraged to give presentations on New Technologies adopted/ to be adopted by them. (eg., Stabilizing technology, New Adjuvants and New Technologies).

Dr. Homma informed that he would consult with Dr. Ivana Knezevic, WHO, for identifying Presentations by WHO.

Dinner and Cultural Program.

- v. **16.09.2010** (Thursday) – Presentations on the forenoon by DCVMN Members and Resource Members.

Conclusion of the Conference

Field trip to Bharat Biotech and Biological E in the afternoon / Shopping.

Dinner - left open.

The next Conference Call is scheduled for 23 April 2010 at the same timings.

Dr. Harshvardhan thanked the Steering Committee Members for their valuable suggestions and guidance given to host the 11<sup>th</sup> DCVMN at Hyderabad.