

## Exhibition Manual

Technical Exhibition at The 62nd Annual Scientific Meeting  
of the Japanese Society of Nuclear Medicine (JSNM) ,  
The 42nd Annual Meeting of the Japanese Society of  
Nuclear Medicine Technology (JSNMT), and The 13th  
Congress of the World Federation of Nuclear Medicine and  
Biology (WFNMB)

June 30, 2022

Our ref. GAIKOU SOUTEN HATSU-No. 2022-2e  
Japan Medical Imaging and Radiological Systems Industries Association



The 62nd Annual Scientific Meeting of the Japanese Society of Nuclear Medicine (JSNM), The 42nd Annual Meeting of the Japanese Society of Nuclear Medicine Technology (JSNMT), and The 13th Congress of the World Federation of Nuclear Medicine and Biology (WFNMB) will be held at the Kyoto International Conference Center (ICC Kyoto), and the Japan Medical Imaging and Radiological Systems Industries Association (JIRA) will promote the Exhibition in conjunction with the convention, the schedule of which is as follows. Your cooperation in observance of them would be highly appreciated in order to achieve smooth operation and a satisfactory outcome of the exhibition.

### Outlines

Main Theme: Summarize the past half century and discuss the next half century of WFNMB

The 62nd Annual Scientific Meeting of the Japanese Society of Nuclear Medicine

- Congress chair: Seigo KINUYA, M.D., Ph.D.  
Professor, Department of Nuclear Medicine, Kanazawa University,  
Japan
- Venue: Kyoto International Conference Center (ICC Kyoto)  
Takaragaike, Sakyo-ku, Kyoto 606-0001, JAPAN
- Date: September 9 (Fri.) to 11 (Sun.), 2022

The 42nd Annual Meeting of the Japanese Society of Nuclear Medicine Technology

- Congress chair: Tetsuro KATAFUCHI, Ph.D.  
Professor, Department of Radiological Technology, Faculty of  
Health Science, Gifu University of Medical Science, Japan
- Venue: Kyoto International Conference Center (ICC Kyoto)  
Takaragaike, Sakyo-ku, Kyoto 606-0001, JAPAN
- Date: September 9 (Fri.) to 11 (Sun.), 2022

The 13th Congress of the World Federation of Nuclear Medicine and Biology

- Congress chair: Seigo KINUYA, M.D., Ph.D.  
Professor, Department of Nuclear Medicine, Kanazawa University,  
Japan
- Venue: Kyoto International Conference Center (ICC Kyoto)  
Takaragaike, Sakyo-ku, Kyoto 606-0001, JAPAN
- Date: September 9 (Fri.) to 11 (Sun.), 2022

Exhibition

- Venue: Kyoto International Conference Center (ICC Kyoto)  
Takaragaike, Sakyo-ku, Kyoto 606-0001, JAPAN  
<https://www.icckyoto.or.jp/en/>
- Date and time: 9:30 Opening Ceremony to 17:00, September 7 (Wed.), 2022  
9:00 to 17:00, September 8 (Thur.), 2022  
9:00 to 17:00, September 9 (Fri.), 2022  
9:00 to 17:00, September 10 (Sat.), 2022  
9:00 to 12:00, September 11 (Sun.), 2022

- Hall opening time: at 9:00 AM (planned), September 7  
8:30 AM (planned), September 8~11

**\*Please note**

This exhibition will be held in compliance with the "Guidelines for Prevention of the Spread of COVID-19 at the Kyoto International Conference Center (ICC Kyoto)" and the "Restrictions on Holding Events" indicated by the Japanese government. Please read the "On-site Operation Manual for Prevention of the Spread of COVID-19 at the 62nd Annual Scientific Meeting of the Japanese Society of Nuclear Medicine (JSNM), the 42nd Annual Meeting of the Japanese Society of Nuclear Medicine Technology (JSNMT), and 13th Congress of the World Federation of Nuclear Medicine and Biology (WFNMB)"

## 1. Composition of the exhibition

Number of Exhibitors: 28 exhibitors

Number of Exhibit booths:

Booth Type	Number	Area
100 m <sup>2</sup>	1	100 m <sup>2</sup>
50 m <sup>2</sup>	1	50 m <sup>2</sup>
40 m <sup>2</sup>	1	40 m <sup>2</sup>
20 m <sup>2</sup>	3	60 m <sup>2</sup>
Type A (6 m <sup>2</sup> )	8	48 m <sup>2</sup>
Type B (4 m <sup>2</sup> )	4	16 m <sup>2</sup>
Type C (3 m <sup>2</sup> )	13	39 m <sup>2</sup>
Total Area		353 m <sup>2</sup>

## 2. Hours of site use and overtime work

### (1) Hours of site use

September 5 (Mon.)	9:00 – 17:00	Load-in/Installation
September 6 (Tue.)	9:00 – 17:00	Load-in/Installation
September 7 (Wed.)	9:00 – 17:00	Exhibition
September 8 (Thur.)	8:30 – 17:00	Exhibition
September 9 (Fri.)	8:30 – 17:00	Exhibition
September 10 (Sat.)	8:30 – 17:00	Exhibition
September 11 (Sun.)	8:30 – 12:00 12:00 -17:00	Exhibition Dismantle/Load-out

### (2) Overtime work

For work performed after the above hours, an overtime fee of 36,000 yen (consumption tax included) will be charged for each 30-minute period for each company using the service. In the case of multiple companies, the fee will be charged on a pro rata basis. Overtime work and entry to the venue on September 11(Sun.), the final day of the exhibition, will not be permitted.

### 3. Load-in/load-out, and installation work

#### (1) Load-in/Load-out time

##### Load-in

Raw Space Units Decoration materials and exhibits	September 5(Mon.)	12:00 – 16:00
Units with basic fittings for Type A, B and C booth Decoration materials and exhibits	September 5(Mon.)	14:00 – 16:00
Decoration materials and exhibits	September 6(Tue.)	9:00 – 16:00

Line work and electrical installation are scheduled 9:00 - 12:00 on September 5(Mon.).

##### Load-out

Packing materials	September 11(Sun.)	12:00 – 13:00
Exhibits	September 11(Sun.)	13:00 – 16:00
Decoration materials	September 11(Sun.)	15:00 – 16:00

Details of the loading / unloading time will be sent at a later date. If you plan to use a car for the loading/unloading, please register a "Notification of Number of Carrying-in / Out Vehicles" by July 31 (Sun.) for planning.

#### (2) Procedure for load-in/load-out work

When using a package/parcel/door-to-door delivery

Please station your staff at your unit (booth) to enable the trouble-free receipt of items delivered by delivery services. The organizer and exhibition secretariat shall not be able to receive them in exhibitors' stead. **Please write the order slip as follow.**

Address: Kyoto International Conference Center at Event Hall, Takaragaike,  
Kyoto City, Kyoto, 606-0001, Japan

TEL: +81-75-705-1229

The 62nd Annual Meeting of the Japanese Society of Nuclear Medicine, the 42nd Annual Meeting of the Japanese Society of Nuclear Medicine Technology, and the 13th World Congress of Nuclear Medicine to be held concurrently (Dates: September 7-11, 2012)

(1)Booth number (2) Exhibitor's name (3) Name of the person in charge of receiving the exhibits (4) Mobile phone number of the person in charge

When using a Vehicle

- Vehicles must enter the loading/unloading entrance of the exhibition hall by the designated time and follow the instructions.
- Please take a parking ticket at the entrance of the parking lot from the public road and enter the site.**
- A "2-hour free ticket" will be issued for vehicles used for loading and unloading.at the Organizer's office on the day of the exhibition, so please come to the organizer's office. If you park your vehicle in the parking lot for more than 2 hours, you will be charged an extra parking fee.**
- All vehicles must present the "Load-In/Load-Out Permit Card" and load-in/out within the designated time. In principle, vehicles without a "Load-In/Load-Out Permit Card" or vehicles that arrive out of the designated time and date will not be allowed to enter the area near the carry-in entrance.

- e) If you wish to use a vehicle, please apply for the number of vehicles and desired time from the "**Load -in/out application**" on the exhibitor's web site by July 31 (Sun.). The route and time will be posted on the exhibitor's web site at a later date.

### **【Cautions】**

**\*The maximum size of vehicles allowed to carry in and out is 4 tons (height: 4.0 m).**

**\*Exhibitors are responsible for all delivery/export expenses.**

## **4. Decoration in booth and other precautions for exhibition**

### **(1) Common matters**

- a) All of your transportation, installation and explanation personnel must wear an exhibitor badge, which is distributed beforehand. You will get one badge per one square meter of booth. If you want to get additional badges, then please register via Exhibitor's web site by July 31 (Sun.), "Application for exhibitor badge"
- b) **Floor load capacity is 500kg/m<sup>2</sup>. (Note: 300kg/m<sup>2</sup> in some areas) Please contact Sakura International if you intend to bring in items weighing 100 kg or more.**
- c) Be careful not to soil the floor, wall, pillar, etc. of the hall. If you damage a building and fixture, you must compensate for the damage.d) You are prohibited to use decorative plywood, cloth, carpet, etc. that have no labels for flame resistance.
- e) **For decorative work, ceiling or making roof over 60cm is prohibited.**
- f) Please do decorative work within your booth. Do not leave decorative materials in the passage.
- g) If existing evacuation guide lights, etc. are hidden due to decorations or exhibits, please contact the organizer.
- h) You are prohibited to protrude decorations from the booth. Be careful not to protrude the decoration out of the specified limit lines on the floor, the side, and the ceiling.
- i) Do not install a stand or a signpost in the passage.
- j) You are prohibited to use the floor, the wall or the ceiling of a building for decorative purpose or light-emitting (blinking) purpose.
- k) Actions that may conflict with the Medical Law and other relevant legislation are prohibited.
- l) You are prohibited to produce noise or foul odors, to perform other activities that inconvenience other people, to bring in dangerous articles (including radioactive materials), and to perform any demonstration of generation of radiation.
- m) When performing narration, do not use a microphone.
- n) Exhibitors are not permitted to photograph or make videos or other recordings of their companies' units without prior notice during the exhibition period, including load-in/load-out work.
- o) Exhibitors who wish to decorate their own booths must register "**Notification of decoration construction**" by July 31 (Sun.).
- p) **The floor of the venue is carpeted. Sakura International, which is an official contractor designated by the organizer, is also available to install the flooring. When exhibiting heavy items or using punch carpet, etc., please be sure to protect the floor with plywood, etc.**
- q) **Anchor bolts are not permitted in accordance with venue regulations. Please use structures that do not require anchoring.**

(2) Raw Space Units

- a) **The height of all exhibits and decorations is limited to 3.6m.**
- b) The aisles cannot be completely closed. (Please make sure to secure an escape route.)
- c) If your booth is adjacent to the wall of another exhibitor's booth, please consult with the adjacent exhibitor before installation.
- d) Exhibitors are requested to upload their **booth drawings (floor plan, elevation, bird's-eye view)** from the " **Notification of decoration construction** " via the Exhibitor web site for exhibitors by July 31 (Sun.).

(3) Units with basic fittings for Type A, B and C booth ( standard specification )

- a) A system panel is used. The company name board is provided. Electricity of single-phase 100 V is supplied with one wall socket with two outlets (500 W) and a fluorescent light (40 W x 1). A side wall and floor carpet are provided.
- b) **The height limit for exhibits and display materials shall be 2.7 m.**
- c) All the dimensions of the frontage and depth of booth are the pole center-to-center dimensions.
- d) Exhibitors are not permitted to use rivets or nails on panel.
- e) Posters, lightweight photo panels no larger than A1 size (such as dry mounting) or cut sheets can be posted on panel walls and poles with double-sided tape. Exhibitors shall restore the walls and poles to their original states when exhibits are removed.
- f) Use clip-type clamps to fix spotlights etc. on panel walls and poles. Nails or clamps shall not be used.
- g) Exhibitors are not allowed to cut or process the panel walls and poles.
- h) Due to the materials and strength of the panel walls and poles, exhibits, decorations, etc. cannot be placed directly on them. The poles cannot be removed from the exhibitor's booth.
- i) **System panels will be reused ,so if there is any damage caused to the panels you will be charged JPY21,450 per panel to cover costs to repair the material.**
- j) When two or more units are used together, in order to reinforce the parapets, additional pillars shall be set up, in addition to the pillars at the front corners of units. (When two units are used together, an additional pillar shall be set up at the middle of frontage.) Should such additional pillars obstruct exhibitions, you are permitted to detach parapets and to add display materials. In this case, apply when registering "Notification of Decoration Construction" by July 31 (Sun.). In this case, parapets shall not be attached together with company name plates and fluorescent. We may not accept applications for removal immediately prior to the exhibition or removal on site if there are no workers available. Exhibitors are requested to install decorations after removal.

k) Decorating company for basic fittings is as follows.

Decorating company for basic fittings:

Sakura International Inc.

Address: Kamei No.2 Bldg., 5F, 17-13 Kiba 2-Chome, Koto-ku, Tokyo, 135-0042 Japan

Telephone: +81-50-5804-0901 FAX: 81-3-6458-5727

(Office Hour: 10:00-12:00, 13:00-17:00(JST) except Saturday, Sunday, and National holidays)

Persons in charge: Sachiko Inamura (Ms.)

E-mail: [kakuigaku2022@sakurain.co.jp](mailto:kakuigaku2022@sakurain.co.jp)

HP: <https://www.sakurain.co.jp/>

## 5. Electricity

- a) The existing ceiling lights are used for general lighting.
- b) If you request electric power supply for displays, demonstrations, and lighting, then register "Power Supply Application" via Exhibitor's web site by July 31 (Sun.).
- c) Electric cabling will be installed in each unit according to "Power Supply Application." You are responsible for the cost of installing this electric cabling (connected to a service entrance switch in each unit) and for the electricity charges (for their own load-in/load out work and exhibitions). You shall be charged for the amount of electricity consumed after the exhibition closes.
- d) If the capacity of existing power supply facility is not enough, the facility will be expanded. Also in this case, you shall be charged for the cost of expansion as specified in the preceding paragraph.
- e) For units with basic fittings, one wall socket with two outlets of single-phase 100 V(500 W) per a unit is installed either at the left side of back wall within a unit or one meter above the floor at the right side per one company at one place.
- f) If you request any removal of installation, change of installation, expansion of capacity, additional installation of outlets, or use of single-phase 200 V or 3-phase 200 V. then register the Power Supply Application Form by 25<sup>th</sup> September (Wed.). Three types of electricity supply are available: 50 Hz, single-phase 100 V, single-phase 200 V, and 3-phase 200 V
- g) Date and time of start and cut off of power supply

Start date	September 5 (Mon.)	15:00 (Planned)
	September 6 (Tue.)	9:00 –17:00
During exhibition	September 7 (Wed.)	9:00 – 17:30
	September 8 (Thur.)	8:30 – 17:30
	September 9 (Fri.)	8:30 – 17:30
	September 10 (Sat.)	8:30 – 17:30
	September 11 (Sun.)	8:30 – 12:10

- h) If a temporary power supply is needed before the dates power supply is started or cut off, fill in the dates, times, and power consumption required on "Power Supply Application" and register it via Exhibitor's web site by July 31(Sun.).
- i) The organizer shall not compensate for damage to exhibits caused by power failure for reasons such as power supply interruption, power cuts, and voltage drops. Please implement protective measures for exhibit demonstrations accordingly.
- j) Electric installation for additional cabling and sockets, spotlights, etc.:

Event Business Division of IIDA Electrical Works Co., Ltd.  
 1-8-21, Shinkiba, Koto-ku, Tokyo 136-0082 Japan  
 Telephone: +81 3 3521 3522 Fax: +81 3 3521 3524  
 E-mail: kaku2022@iida.co.jp  
 Persons in charge: Tomonori Nakamura

## 6. The exhibit

- a) Products not approved under the Act on Pharmaceuticals, Medical devices, etc. may not be exhibited. If you request to exhibit those products especially, refer to the document (Attached sheet1) and register "Application for exhibition of products not approved under the Act on Pharmaceuticals, Medical devices, etc." via Exhibitor's web site by July 31 (Sun.). However, in the case of non-approved products, it is prohibited to distribute catalogs and pamphlets or to perform any other PR activities.

- b) The names of exhibits will be posted on JIRA's web site. Please fill in "Exhibit list" with the name of exhibit in English and register it via Exhibitor's web site by July 31 (Sun.).
- c) Stockroom to store the packing materials of exhibits is available at the exhibition hall (Priority use for units of A, B and C). Please share space with other exhibitors. Since there is no lock, you cannot put valuables in it. We are not responsible for any loss or damage.

## 7. Rental of furniture ( at extra cost )

If you request rental of desks and chairs at extra cost, then register "Optional equipment application" via Exhibitor's web site by July 31 (Sun.).

Rental fee	Long desk 450×1800 mm	1	4,400 yen (Tax included)
	Long desk 450×1800 mm	1	4,400 yen (Tax included)
	Collapsible chair	1	770 yen (Tax included)
	White cloth for long desk	1	1,650 yen (Tax included)

Sakura International Inc. (please see 4 (3) k on page 6/13) shall directly handle the rental equipment for their delivery, claim of rental fee, and payment of rental fee.

## 8. Parking space and load-in/load-out standby place

- a) **Vehicles must enter from the designated area and follow the instructions of the guard.**
- b) Please present the "**Load-In/Load-Out Permit Card**" at the front of the vehicle. The "**Load-In/Load-Out Permit Card**" can be downloaded from the exhibitor registration site at a later date.
- c) Please exit the venue as soon as possible after completing loading/unloading. (Paid parking lots are available.)

## 9. No smoking

Smoking is prohibited in all areas except in designated areas during the exhibition period.

## 10. Cleaning

- a) If a large amount of waste material is left behind, the cost of disposal will be charged at a later date.
- b) Each exhibitor is responsible for taking away trash (decoration/packing materials) incurred in installation and load-in/out.
- c) Any small amount of trash made during the exhibition period may be put away in the designated trash location in the hall.
- d) The exhibitor is responsible for cleaning within the unit.
- e) The interior of the site will be cleaned from 15:00 on September 6 (Thur.). Your cooperation is requested.

## 11. Other precautions

### (1) Responsibilities and Indemnities of Related Parties

- a) Each exhibitor shall manage the labor service based on Labor Standard Law and



- Industrial Safety and Health Law in every working aspect.
- b) The sponsor and the operator of the exhibition will pay attention to the exhibition as a good manager and take general control of the exhibition hall. However, we assume no responsibility for any accidents caused by force majeure, including a natural disaster. In such a case, you shall protect your own exhibits.
  - c) In setting up and carrying out, and during exhibition, you shall secure a reliable management of your own exhibits and decorative structures and pay much attention to prevention of accidents. You shall also take appropriate measures, such as buying insurance, to prepare for theft, loss or any other accidents of your own exhibits.
  - d) The exhibitors shall bear all expenses relating to your own exhibition including cost for transporting, carrying in, exhibiting and carrying out your exhibits and the insurance fee.
  - e) The sponsor and the operator of the exhibition accept no liability for any injury or damage of human bodies or properties caused by the use of the exhibition space by the exhibitors including your employees and related parties, whatever the causes may be. You shall be liable for any damages of the exhibition hall and its surrounding buildings and facilities caused by carelessness, etc. of your employees, related parties, agents, decoration companies, transportation companies, etc.
  - f) No radioactive pharmaceuticals, hazardous materials (oil, gunpowder, deleterious chemicals, etc.), naked flames (propane gas, heaters, etc.), flammable high-pressure gases (including decorative work), or displays are permitted.
  - g) During the exhibition, do not leave the unit unattended. In an unavoidable situation be sure to let the attendants of neighboring units you're your whereabouts.
  - h) When leaving at closing time, please pay attention to protection of exhibits, possible sources of fire and the turning off of the power supply. Especially, please pay attention to turning off the power supply to any PC.
  - i) **Explanation staff may not go out into the aisles to explain or distribute materials.(Please explain the exhibits, call in, distribute flyers, pamphlets, etc., and conduct questionnaires in your booth.)**
  - j) **Unauthorized photographing or recording of other exhibitors' booths with cameras, videos, etc. is prohibited during the exhibition period, including load-in and load-out.**

## 12. Documents to be registered

No.	Documents	Required	Deadline
1	Exhibitor's information	●	July 31 (Sun.)
2	Co-exhibitor's information		Ditto
3	Person-in-charge information	●	Ditto
4	List of exhibits	●	Ditto
5	Application for exhibitor badge	●	Ditto
6	Load-in/out application	●	Ditto
7	Registration of person in charge of load-in/out	●	Ditto
8	Power supply application form	●	Ditto

9	[Raw Space] Notification of decoration construction	● (Raw Space)	Ditto
	[Raw Space] Booth drawings (Floor plan, elevation, bird's-eye view)	● (Raw Space)	Ditto
10	[Basic booth] Notice of Decoration construction	● (Basic booth)	Ditto
11	Application for rental of furniture		Ditto
12	Application for exhibition of products not approved under the Act on Pharmaceuticals, Medical devices, etc.		Ditto
13	Explanatory note of reason of exhibition		Ditto

### 13. The Exhibition Secretariat of Japan Medical Imaging and Radiological Systems Association (JIRA)

Address: Sumitomo Fudosan IIDABASHI FIRST BLDG, 1F

2-5-1, Kouraku, Bunkyo-ku, Tokyo 112-0004, Japan

Telephone: 81-3-3816-3450 Fax: 81-3-3818-8920

Person in charge: Masaaki Otsuka, Hiromi Maekawa, Tomoko Baba

E-mail: wfnmb2022\_exhibit@jira-net.or.jp

## Excerpt of Time Schedule from the Exhibition manual

### Opening ceremony

September 7, 2022 (Wed.)	9:30
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### Exhibition hours

September 7, 2022 (Wed.)	From the end of an opening ceremony to 17:00
September 8 (Thu.)	9:00 - 17:00
September 9 (Fri.)	9:00 - 17:00
September 10 (Sat.)	9:00 - 17:00
September 11 (Sun.)	9:00 - 12:00

### Hours of site use

September 5, 2022 (Mon.)	9:00 - 17:00
September 6 (Tue.)	9:00 - 17:00
September 7 (Wed.)	9:00 - 17:00
September 8 (Thu.)	8:30 - 17:00
September 9 (Fri.)	8:30 - 17:00
September 10 (Sat.)	8:30 - 17:00
September 11 (Sun.)	8:30 - 17:00

### Load-in schedule

Raw Space Units Decoration materials and exhibits	September 5(Mon.)	12:00 – 16:00
Units with basic fittings for Type A, B and C booth Decoration materials and exhibits	September 5(Mon.)	14:00 – 16:00
Decoration materials and exhibits	September 6(Tue.)	9:00 – 16:00

Line work and electrical installation are scheduled 9:00 - 12:00 on September 5(Mon.).

### Load-out schedule

Packing materials	September 11(Sun.)	12:00 – 13:00
Exhibits	September 11(Sun.)	13:00 – 16:00
Decoration materials	September 11(Sun.)	15:00 – 16:00

### Date and time of start and cut off power supply

Start of power supply	September 5, 2022 (Mon.)	15:00 (Planned)
	September 6 (Tue.)	9:00 - 17:00
During exhibition	September 7 (Wed.)	9:00 - 17:00
	September 8(Thur.)	8:30 - 17:00
	September 9 (Fri.)	8:30 - 17:00
	September 10 (Sat.)	8:30 - 17:00
	September 11 (Sun.)	8:30 - 12:10

For the Attention of All Exhibitors

Japan Medical Imaging and  
Radiological Systems Industries Association  
Exhibition Committee

## **Exhibition of Products Not Approved Under the Act on Pharmaceuticals, Medical devices, etc.**

In accordance with the guidance of the Ministry of Health, Labor and Welfare, products not approved under the Act on Pharmaceuticals, Medical devices, etc. may be exhibited only if they are recognized as contributing to the promotion of science, in strict compliance with the conditions below.

The Exhibition Committee would like to emphasize that exhibition will be refused in the event of any breach of these conditions.

1 The putative exhibitor must submit an Application for Exhibition to the chairperson of the conference. The company will be regarded as having made such a request only if the chairperson of the conference recognizes the product as contributing to the promotion of science.

2 To apply for the exhibition, please submit your application through the exhibitor registration website by the date indicated in the exhibition manual.

(\*If you need two copies for customs clearance, please contact the Exhibition Secretariat.)

The secretariat will submit a batch application to the president of the conference, etc., and will send an "Exhibitor Request Form" to each company as soon as it is received.

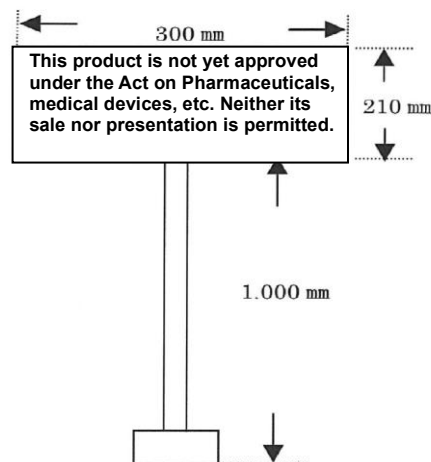
During the exhibition period, please disclose the information upon request.

The name of the representative of the applying exhibitor is the company's representative.

3 Strict compliance with the following conditions is requested during exhibition.

(a) A notice must be displayed near the exhibit stating that it is a product not approved under the Act on Pharmaceuticals, Medical devices, etc. and that neither its sale nor presentation is permitted.

To unify the notices, we ask that you purchase the one produced by the Exhibition Committee. The diagram right shows the size of the notice, to be used as a basic rule. To accommodate small devices, PC and other equipment, however, we also accept sizes (ii) to (iv) shown below.



(i) A notice to be used, as a basic rule  
(diagram, right. A stand will not be attached.)

(ii) For use with panel or mid-size devices  
(210 mm x 150 mm; stand-alone type)

(iii) For tabletop display of small devices  
(150 mm x 105 mm, stand-alone type)

(iv) Stickers for use with PCs and tablets (66 mm x 15 mm, a set of 3 stickers)

**One notice is required for each product not approved under the Act on Pharmaceuticals, Medical devices, etc.**

- (b) Claims concerning method of manufacture, effect and efficacy, and performance must be precise and based on data from objectively performed testing or other similar source. They should avoid advertising-type material, and be restricted to scientific expressions. The same applies to exhibitions consisting solely of clinical photographs. (Please also be careful when producing descriptive panels.)

The following examples are acceptable.

- (i) Research data to be presented at the conference involved.
- (ii) Data evaluated in applications for approval under overseas pharmaceutical legislation.
- (iii) Scientific data provided by the National Institute of Health Sciences, the Tokyo Metropolitan Industrial Technology Center, or the Japan Quality Assurance Organization. (This includes data provided by universities.)
- (iv) Research data published as a paper in specialist scientific journals that possess paper review mechanisms.  
In this case, the name of the journal concerned must be clearly stated in order to make clear the source of the data.

- (c) Related documentation and other materials may not be distributed.  
However, it is acceptable to hand out reprints of research papers and similar material from scientific papers that have already been evaluated to doctors and others on request.

- (d) The proposed brand name may also be used, provided that this is solely for the purpose of the improvement and development of scientific research.  
However, the distribution of prepaid cards or free gifts carrying the brand name is unacceptable unless it is directly connected to the improvement and development of scientific research.

- (e) Notes on exhibition

It is prohibited to carry out the same PR activities for non-approved products as for products that are already approved, under Article 68 of the Act on Pharmaceuticals, Medical devices, etc.

Examples of such actions include the following.

- (i) Using amplifying devices (speakers) such as microphones or tape recorders to introduce non-approved products.
- (ii) Using video or similar recordings other than those of conference presentations or reports to introduce non-approved products.
- (iii) Displays using spotlight or similar means to make non-approved products more eye-catching than products that are already approved.
- (iv) Material used on panels must be limited to scientific content. (Descriptions of features, etc. are not permitted.)
- (v) Actions pursuant to the above.

- (f) After the exhibition closes, the product may not be sold or given away, but must be disposed of, sent back, or dealt with in another appropriate way.  
However, this shall not apply should specific administrative procedures be undergone to permit use in treatment, change of use for the purpose of an application for approval, or storage pending expected early approval being obtained.

4 If your exhibit is canceled or approved after submitting your application, please be sure to withdraw input must be made prior to the exhibition.

For the Attention of All Exhibitors

Japan Medical Imaging and  
Radiological Systems Industries Association  
Exhibition Committee

## **Exhibition of Products Not Approved Under the Act on Pharmaceuticals, Medical devices, etc. (Detailed guidelines)**

The Act on Pharmaceuticals, Medical devices, etc. prohibits advertising or publicity for products not approved under the law. As exhibition comes into the category of advertising and publicity, in principle non-approved products may not be exhibited. However, if the objective is to further the improvement of medical or scientific research or to promote its development, products may receive special permission for exhibition, based on the industry's voluntary management standards "Detailed guidelines concerning non-approved medical equipment and similar items" and solely subject to certain criteria.

The main conditions set out by these detailed guidelines are given below.

- 1 Types of Exhibition: Aimed at specialists in related fields, with the objective of improving and developing scientific research.
- 2 Sponsors: Sponsors consisting of scientists in related fields and which hold public conferences and other events with the objective of improving and developing scientific research.
- 3 Means of Exhibition:
  - (a) The product must display a notice stating that it is non-approved and may not be sold or given away (the method of displaying such a notice should be as consistent as possible)
  - (b) Claims concerning method of manufacture, effect and efficacy, and performance must be precise and based on data from objectively performed testing or other similar source. (They should avoid advertising-type material, and be restricted to scientific expressions.)
  - (c) Related documentation and other materials may not be distributed in principle. However, it is reasonable to hand out reprints of research papers and similar material from scientific papers that have already been evaluated to doctors and others on request.  
(Catalogs are classified as advertising or publicity materials and may not be distributed.)
  - (d) The proposed brand name may also be used, provided that this is solely for the purpose of the improvement and development of scientific research.  
(However, the distribution of prepaid cards or free gifts carrying the brand name is prohibited.)
  - (e) It is not permitted to carry out the same PR activities for non-approved products as for products that are already approved. (This means not introducing products by using microphones, speakers, or other amplifying devices, audiovisual equipment other than recordings of conference presentations or reports; or display methods that make non-approved products more eye-catching than products already approved.)

Exhibitors should be aware that partial modifications to existing products also result in their classification as non-approved products.

Should a problem arise owing to a breach of these conditions, this may result in grave inconvenience being caused not only to the chair of the conference, who has overall responsibility for the Exhibition, and the JIRA, which is responsible for the Exhibition itself, but also to the exhibitor. **We appreciate your cooperation in complying with the rules and enabling the progress of this Exhibition.**