

# Announcement of the 2019 Spring Meeting

## I. Meeting Information

### 1. Date

May 15 (Wednesday) – 18 (Saturday), 2019

### 2. Venue

National Olympics Memorial Youth Center

3-1 Yoyogi Kamizono-cho, Shibuya-ku, Tokyo, 151-0052, Japan

<http://nyc.niye.go.jp/en/>

### 3. Presentations

Presentations can be made in either oral or poster format. For presentation details, please refer to “IV. Guidelines for Presentations”.

### 4. Meeting schedule

The following is the scheduled program for the meeting:

Day 1 (May 15)

Morning: oral and poster presentations

Afternoon: oral presentations

Day 2 (May 16)

Morning: oral and poster presentations

Afternoon: general assembly, commemorative lectures by award recipients, and banquet

Day 3 (May 17)

Morning: oral and poster presentations

Afternoon: symposium

Day 4 (May 18)

Morning: oral presentations and a junior session (poster presentations may also be held)

Afternoon: oral presentations and a public lecture on meteorology

## 5. Symposium

The symposium is scheduled to take place on the afternoon of Day 3 (May 17). The theme of the symposium is “Climate studies: Science of a hierarchical system”.

## 6. Banquet

The banquet will take place at National Olympics Memorial Youth Center in the evening of Day 2 (May 16).

## 7. Meeting website

The meeting website (<http://www.metsoc.jp/>) in Japanese has been launched to accept applications and to disseminate information about the meeting, as well as any update to the program. Registration procedures can also be found at the website.

## II. Registration Procedure

### 1. Registration procedure for presenters

Please follow the registration process outlined in the “Meteorological Society of Japan, Rules and Regulations for Presentations at Spring and Autumn Meetings” at the end of this announcement.

As a general rule, registration and abstract submission can only be made on-line. However, if this is not possible for some reason, registration by e-mail will be acceptable.

Please note that your registration, registration fee and submission fee payments have to be completed before you are eligible to give your presentation(s).

Non-members of the Meteorological Society of Japan are allowed to give presentations only at special topic sessions (refer to “VI. Meeting Presentations by Non-Members and Corporate Members for more details”).

#### 1.1 On-line registration

- Deadline: 3 pm (Japan Standard Time) on Tuesday, February 5, 2019.
- Refer to the meeting website and follow the instructions on the website.
- Enter your personal information and login ID at the meeting website. After you have done this, a password will be issued. (Please note that the password used in previous meetings is no longer valid. We appreciate your understanding and apologize for the inconvenience, but please re-enter your personal information and

ID to obtain a new password.) With the ID and password, log on to the system to register for the meeting, apply for a presentation, submit your abstract, and pay meeting fees.

- Presenters are requested to register their own personal information. Presenters are not allowed to submit an application for presentation with a name and affiliation different from those used in registering their personal information. Moreover, please DO NOT submit two applications with different presenter names using one ID.
- Presenters are requested to register their address to receive a participation certificate and a guidance of the meeting by mail. Please bring the participation certificate with you to the meeting.
- Meeting registration, registration fee and submission fee payments (credit card payment) must be completed prior to the submission of your application for a presentation. If your meeting registration and fee payments are incomplete, we cannot accept your presentation application.
- For on-line payment, we can accept credit card payment even if the cardholder's name is different from the name registered in your personal information.
- Submit your abstract on the meeting website. We can only accept the abstract in PDF format (maximum allowable size: 1MB).
- Copyright transfer agreement must be submitted at the meeting website when you submit your abstract
- If you have any requests regarding your presentation, please indicate them in the space provided. We will attempt to accommodate your request as much as possible. Also, as a general rule, we reserve the right to assign the date of your oral presentation, to facilitate the logistics of the meeting. Please note that we will not respond one by one to every request that is submitted. Thank you for your understanding and cooperation
- Until the presentation application deadline (3 pm (Japan Standard Time) on Tuesday, February 5, 2019), you can modify at the website any information you have already submitted, such as your registration information and abstract. Please note, however, that you cannot cancel your presentation application.
- We cannot accept any application for presentation or any modification to the abstract after the application deadline.

## **1.2 E-mail registration (This form of registration is accepted only under extreme unavoidable circumstances.)**

- Deadline: No later than Tuesday, January 29, 2019.

(Please note that the e-mail deadline is one week earlier than the on-line deadline.)

- Send the following four items of information to the “Head Office of the Committee on the Spring and Autumn Meeting Oversight” by E-mail (see below for the address).
    1. Abstract. (We can only accept abstract in PDF (maximum allowable size: 1MB)).
    2. Presenter’s name (both in Japanese characters, if applicable, and roman alphabet), affiliation, abbreviation for the affiliation, membership number, presentation type (oral / poster), contact information (address, phone number, and email address), the presentation title, main and sub keywords, submission fee classification (“Submission fee A” or “Submission fee B” (see Section 3.1)), banquet participation (“Yes” or “No”), and other necessary matters (any format is acceptable).
    3. Payment receipt for postal money transfer or its hard copy (refer to the next section).
    4. Copyright Agreement Form with signatures of all authors (please download the Agreement Form at the website [http://www.metsoc.jp/E/msj\\_copyright.pdf](http://www.metsoc.jp/E/msj_copyright.pdf)).  
E-mail address: [kouenkikaku2019s@mri-jma.go.jp](mailto:kouenkikaku2019s@mri-jma.go.jp)  
(Please send e-mail message with the title of “Presentation Application 2019s”.)
  - Prior to submitting your presentation application, please send your payment for the meeting fees by postal money transfer with the following information:
    - Account number: 00130-3-5958  
Name on the account: 日本気象学会 (This must be written in Japanese.)
    - In the “space for correspondence”, provide the following information:
      1. “Registration application for the 2019 spring meeting.”
      2. Membership number (if not a member, please indicate “non-member.”)
      3. Submission fee classification: “Submission fee A” or “Submission fee B” (see Section 3.1)
      4. Amounts for the meeting registration fee and submission fee
      5. Amount for the banquet fee
      6. Total amount
    - In the section “address and name of the payer,” please make sure to provide your address, name, and phone number.
    - The presenter is responsible for the processing fee for the postal money transfer.
- Thank you for your understanding and cooperation.

### **1.3 Presentation cancellation policy**

- After your presentation application has been submitted, you cannot withdraw your

presentation. The meeting registration, submission and banquet fees cannot be refunded even if you are unable to give your presentation or attend the meeting due to unavoidable circumstances.

- In case the presenter cannot give his/her presentation but allows for a substitute presenter, please contact the Committee on the Spring and Autumn Meeting Oversight ( [kouenkikaku2019s@mri-jma.go.jp](mailto:kouenkikaku2019s@mri-jma.go.jp) ). Please note that the substitute presenter must be a member of the Meteorological Society of Japan (MSJ).

## **2. Registration procedure for non-presenters (attendance only)**

Registration and other fees can be made using one of the following methods below. In order to expedite the process, we request pre-registration online via the meeting website. Exception will be allowed only under extreme unavoidable circumstances.

### **2.1 On-Line registration**

Register online at the meeting website and complete your registration payment by 3 pm (Japan Standard Time) on Tuesday, April 2, 2019 (credit card payment only). It is requested to register the address to receive a participation certificate and a guidance of the meeting by mail. Please bring the participation certificate with you to the meeting.

### **2.2 Registration by postal money transfer (This form of registration is accepted only under extreme unavoidable circumstances.)**

- Registration fee needs to be made by postal money transfer by Tuesday, March 26, 2019.
  - Account number: 00130-3-5958  
Name on the account: 日本気象学会 (This must be written in Japanese.)
  - In the “space for correspondence”, provide the following information:
    1. “Registration application for the 2019 spring meeting.”
    2. Membership number (Those who are not members of the Meteorological Society of Japan (MSJ), please write “non-member”.)
    3. Amount for the meeting registration fee
    4. Amount for the banquet fee
    5. Total amount
  - In the section “address and name of the payer,” please make sure to provide your address, name (both in Japanese characters, if applicable, and roman alphabet), and phone number. The address will be used to mail a participation certificate and a guidance of the meeting. Please bring the participation certificate with you to the

meeting.

- The meeting attendee is responsible for the processing fee for the postal money transfer. Thank you for your understanding and cooperation.

### 2.3 On-Site registration

One can also register on-site during the days of the meeting. However, please note that the on-site registration fee is at a higher rate than the pre-registration fee.

## 3. Registration, submission and Banquet Fees

### 3.1. Meeting registration and submission fees

- From this meeting, you need to pay a meeting registration fee and a submission fee separately. The registration fee includes a payment for the meeting proceedings.
- Refer to the following table to identify your meeting registration fee (sales tax included).

Meeting registration fee		
Classification	Advance Payment	On-Site Payment
Member	5,000 yen	6,000 yen
Non-member	9,000 yen	10,000 yen

- Refer to the following table to identify your submission fee (sales tax included).

Submission fee		
Classification	One Presentation	Two Presentations
Submission fee A	6,500 yen	11,500
Submission fee B	3,000 yen	6,000

- Submission fee Classification  
Submission fee A: presenters who are affiliated with research institutes and universities (except for undergraduate and graduate students).  
Submission fee B: presenters who do not meet the criteria for Submission fee A.
- If a presenter meets the criteria for Submission fee A and gives two presentations, then the submission fees for the first and second presentations are 6500 yen and 5000 yen, respectively.
- Refer to “VI. Meeting Presentations by Non-Members and Corporate Members” to give a presentation by a non-member.

### 3.2. Banquet fee

- Banquet fees (sales tax included) are listed in the table below.

Banquet Fee		
Classification	Advance Payment	On-Site Payment
Non-Students	4,000 yen	5,000 yen
Students	1,000 yen	1,000 yen

- Payment for the banquet can be made in advance on-line (credit card payment must be completed by the deadline) or by postal money order. On-site payment during the meeting will be at a higher rate.

### 3.3. Miscellaneous information

- Registration, submission and banquet fees are non-refundable.
- The amount of registration, submission and banquet fees depends on your classification (as identified in the table above) at the time of payments. Fee adjustments cannot be made for any subsequent change in your classification (i.e., no additional billing or refund on the difference in fees due to a change in your home institution and/or affiliation.)

## III. Abstract Preparation

### 1. Abstract size and number of pages

One A4 page per presentation.

### 2. Preparation instructions

We accept only the PDF file format (maximum allowable size: 1 MB). In the course of your abstract preparation, please be aware that the quality of your figures (such as photos and graphs) may be degraded by the printing procedure. Also please be aware that the clarity of certain images, particularly color photos and figures, can be severely degraded.

### 3. Abstract format (refer to the figure)

Your text and additional material such as figures and photos need to fit in an area

of 250 mm (vertical) x 170 mm (horizontal). The top margin should be 20 mm. Give the title of your presentation in the first line. Underneath the title, list the author names and their affiliations. Place the abstract content below the author information. In the case of multiple authorship, place an asterisk (\*) to the left of the presenter's name. The spacing between the title and the body text should be 20 – 25 mm. We strongly suggest that you use a two-column format (left column → right column) for the text.

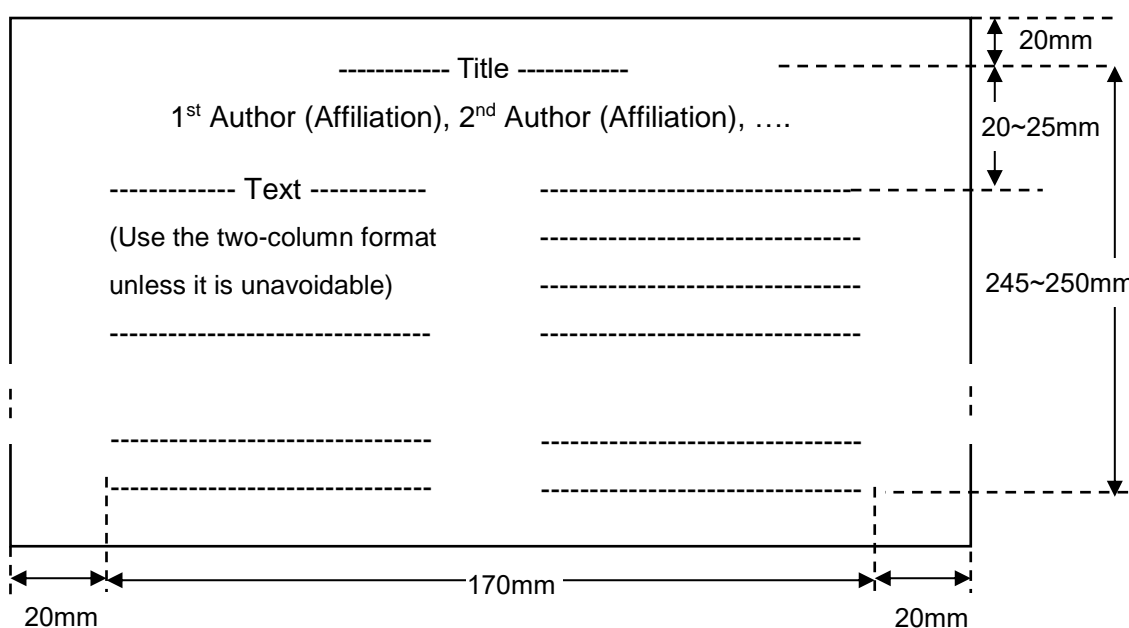


Figure: Guidelines for preparing abstract on an A4 sheet

#### 4. Copyright

All the information (such as figures, tables, and text) that appear in the meeting proceedings are the copyright of the Meteorological Society of Japan.

### IV. Guidelines for Presentations

#### 1. Presentation types

Your presentation can be given either as an oral (including special topic sessions) or as a poster presentation.



## **2. Limit on the number of presentations**

Each presenter is allowed to give up to two presentations. However, no two presentations can be given on a very similar topic. If a problem arises in regards to this restriction, the Committee on the Spring and Autumn Meeting Oversight will take appropriate action. In recent years, due to an increase in the number of presentations, combined with an increase in the number of special sessions, organization of programs has become complicated. Therefore, if a presenter submits two oral presentations, one of them may not be assigned to the requested session. We appreciate your understanding of this matter.

## **3. Selection of the presentation method**

You can select the presentation method (oral / poster) at the time of your presentation. However, please note that we cannot always accommodate your request due to various logistical issues. If the method of presentation is not identified at the time of application, the Committee on the Spring and Autumn Meeting Oversight, at its discretion, will assign a presentation method.

## **4. General information for oral presentations**

Same amount of time is allocated for each oral presentation, and will be indicated in the meeting program. The time allocation is determined by the Committee on the Spring and Autumn Meeting Oversight, and is based on the total amount of time allocated to oral presentations divided by the number of presentations.

## **5. General information for special topic sessions**

- The length of each presentation in a special topic session will be determined by the session conveners and will be indicated in the meeting program.
- The application deadline for a presentation in a special topic session is the same as that for a presentation in a general session (Tuesday, February 5 for on-line applications; Tuesday, January 29 for e-mail applications).
- Special topic session conveners will review the abstract submitted and will determine if the presentation can be given in one of the special topic sessions.
- If a presentation submitted by the member of the Meteorological Society of Japan (MSJ) is deemed not suitable for any of the special topic sessions, then it might be accepted as an oral or poster presentation in a general session, depending on the judgment of the convener and the Committee on the Spring and Autumn Meeting. If a submitted presentation is deemed not suitable for any of the special topic

sessions, then the non-member of the Meteorological Society of Japan (MSJ) will not be allowed to give his/her presentation and the meeting registration and submission fees will be refunded to the non-member.

- For more information on the individual special topic sessions, please refer to “V. Themes and Objectives of Special Topic Sessions”.

## **6. General information for poster presentations**

- Time allocated for poster presentations is approximately one hour. No other events will take place during the poster presentation sessions.
- Presenters are responsible for posting and removing their posters.
- Space allocated for each poster is approximately 150 cm (vertical) x 180 cm (horizontal). A poster does not necessarily have to consist of one sheet. It can be prepared on a number of small sheets and arranged on the poster board on the day of the presentation.

## **7. Use of equipment for your presentation**

- For oral presentations (including ones in special topic sessions), a PC projector can be used. The use of any other visual equipment is not allowed.
- If you are planning to use a PC projector for your presentation, please note the following:
  - The presenter must bring his/her own PC.
  - The connection from your PC to the PC projector needs to be checked during the recess before your presentation session. If you are uncertain about the connection, please inform a staff member at that time.
  - In cases of equipment failure and/or connection problem between your PC and the PC projector, your presentation may be deferred to a later time in the session at the discretion of the chairperson. It is your responsibility to have a backup file on a portable medium for any unforeseen contingencies.
- If you wish to use an audio-visual equipment in the poster presentation hall, please let us know which equipment and how it is to be used at the time of your presentation application. This is necessary even if you have applied for an oral presentation, since it is possible that it may be changed to a poster presentation for various reasons associated with the logistical organization of the meeting program. We will attempt to accommodate your request within the logistical limitations of the presentation hall.

## **8. Other information**

- The meeting program will appear on the meeting website.
- Session chairs for the oral presentations are usually chosen from the presenters in each session. The Committee on the Spring and Autumn Meeting Oversight will take on the task of choosing candidates to be the chairpersons.

## **V. Themes and Objectives of Special Topic Sessions**

### **1. New meteorology the Himawari-8 and -9 provide and expectations for the follow-on satellites**

The new-generation geostationary satellite Himawari-8, launched in October 2014, has significantly enhanced measurement capability, compared with the previous satellite Himawari-7. It has been used for data assimilation and monitoring of aerosol, sea surface temperature, sea ice, vegetation, volcanic ash as well as severe phenomena including typhoon and heavy rain. This has significantly contributed to the improvement in disaster prevention and weather information, and is proving new knowledge on the meteorology. JMA has recently started discussion on the following satellites including sounders and lightning sensors in addition to imagers based on what it learned from Himawari-8 and its identical satellite Himawari-9 and international geostationary satellite trend.

This special session intends to share the wide information on Himawari-8/-9 including achievement, product development, data distribution, calibration and navigation. In addition, we would like to discuss the expectation for the following satellites and the possibility of sounder and lightning sensors.

Conveners:

Kozo Okamoto (Meteorological Research Institute)

Takashi Nakajima (Tokai University)

Yoshiaki Honda (Chiba University)

Hirohiko Masunaga (Nagoya University)

Hironobu Iwabuchi (Tohoku University)

Kotaro Bessho (Japan Meteorological Agency)

### **2. Detection, attribution, and projection of extreme events in East Asia due to global warming**

It is thought that anthropogenic global warming affects extreme events such as heat waves, heavy rainfall, typhoons, and snow cover. In 2018, we experienced a sequence of extreme events in Japan, including severe cold surges in winter, unprecedented heavy rainfall and heat waves in summer, and landfalls of very intense typhoons. These extreme events are largely modulated by natural variabilities, while global warming might have contributed to their occurrences. In this session, we discuss detection, attribution, and projection of extreme events in East Asia in broad perspectives. We discuss changes in frequency and intensity of extreme events, and also changes in various types of atmospheric drives that cause extreme events, including Baiu front, typhoons, storm tracks, atmospheric rivers, and oceanic interactions. We expect studies with different kinds of approaches, such as statistical analyses, grand ensemble analysis, numerical downscaling using high-resolution global and regional models, or event attributions focusing on specific extreme events.

Conveners:

Hiroaki Kawase (Meteorological Research Institute)

Masaki Satoh (The University of Tokyo)

Yukiko Imada (Meteorological Research Institute)

Yoichi Kamae (University of Tsukuba)

Tomonori Sato (Hokkaido University)

Tetsuya Takemi (Kyoto University)

Masato Mori (The University of Tokyo)

Yohei Yamada (Japan Agency for Marine-Earth Science and Technology)

### **3. Current status and prospect on the meteorological research utilizing JMA data**

In order to promote cooperative research between the Japan Meteorological Agency (JMA) that operates the state-of-the-art analysis/forecast systems and researchers who want to conduct a study using various data produced by JMA, "Meteorological Research Consortium" was established eleven years ago under the agreement between the Meteorological Society of Japan and JMA. The consortium members promote the cooperative research in which valuable JMA products are utilized and return the results to the society by feeding back to the research and development of JMA.

In this session, we call for papers on (1) studies with output data of various kinds of numerical weather predictions (NWP), (2) studies with new observation/analysis data produced by JMA, and (3) related research and development of NWP models and data

assimilation schemes. Contributions from non-members of the consortium are also welcome.

Conveners:

Kazuhisa Tsuboki (Nagoya University)

Shigeo Yoden (Kyoto University)

Junichi Ishida (Japan Meteorological Agency)

Masaki Hasegawa (Japan Meteorological Agency)

#### **4. New challenges in GEWEX Asian monsoon hydroclimatological research**

New research framework, Post MAHASRI Project, is now in the launching phase as the successor of the Asian monsoon hydroclimatological projects, GAME and MAHASRI, under the GEWEX (Global Energy and Water Exchanges). Post MAHASRI Project will focus on understanding of land surface impacts, precipitation processes, and multiple scale interactions over Asian monsoon region, to contribute to improve the prediction of sub-seasonal to interdecadal variability and climate projection. This session will discuss various scientific approaches and key questions of Asian monsoon research, and prospects of AMY (Asian Monsoon Year)-II coordinated observation and modelling initiative scheduled in 2020.

Conveners:

Toru Terao (Kagawa University)

Shinjiro Kanae (Tokyo Institute of Technology)

Jun Matsumoto (Tokyo Metropolitan University)

#### **VI. Meeting Presentations by Non-Members and Corporate Members**

As a general rule, those who are not members of the Meteorological Society of Japan (MSJ) are not allowed to give presentations at MSJ meetings. However, we recognize that some foreign researchers on short visits or researchers from other academic disciplines might wish to give presentations at MSJ meetings. In order to accommodate these special situations the Committee on the Spring and Autumn Meeting Oversight will allow a non-member to give a presentation if and only if the abstract

submitted to a special topic session is accepted by the convener of that session. If the abstract submitted to a special topic session is not accepted, the non-member will not be allowed to give his/her presentation and the meeting registration and submission fees will be refunded to the non-member. (If the abstract, submitted by a MSJ member to a special topic session, is not accepted by the convener of that session, then it might be accepted as an oral or poster presentation in a general session, depending on the judgment of the convener and the Committee on the Spring and Autumn Meeting Oversight.) The Committee on the Spring and Autumn Meeting Oversight strongly urges those who intend to present at MSJ meetings to become MSJ members.

If the corporate members submit an abstract by their corporate name, then the maximum number of presentations allowed for each corporation is 2. Please note that an individual of the corporation is not allowed to submit an abstract by his/her personal name.

## **VII. Support for Workshops**

The Committee on the Spring and Autumn Meeting Oversight will support, as best as it can, workshops that are independently conducted by MSJ members immediately before, during, and immediately after the meeting. To qualify for this support, the workshop must be open to all MSJ members. If you wish to receive support for your workshop, please send in your application to the Committee on the Spring and Autumn Meeting Oversight (E-mail: [kouenkikaku2019s@mri-jma.go.jp](mailto:kouenkikaku2019s@mri-jma.go.jp) ) with the following information:

- Required information:
1. Name and topic of the workshop
  2. Contact information for the representative
  3. Requested time, date, and venue
  4. Expected number of participants
  5. Requested support (e.g., facilities, equipment)

Deadline: Tuesday, February 5, 2019

## **VIII. Child-Care Support during the Meeting**

The meeting executive committee suggests the following child-care facility for your use

during the meeting:

Cerulean Tower Poppins Kid's Room, Cerulean Tower Tokyu Hotel 3F, Sakuragaokacho  
26-1, Shibuya-ku, Tokyo 150-0031

Phone: 03-5728-1377

Fax: 03-5728-1377

<https://www.poppins.co.jp/nursery/cerulean.html>

The child-care facility is reservation-only and for the children from 57 days after birth to preschooler. Please make a reservation by using "reservation & inquiry form" on the WEB site, one month – 2 days before the reservation request date.

Please make an application to the child-care facility individually. The meeting executive committee is currently considering subsidizing part of the child-care cost following the guideline of child-care support ([http://jinzai.metsoc.jp/files/childcare\\_support\\_guideline.pdf](http://jinzai.metsoc.jp/files/childcare_support_guideline.pdf)). If you would like to request a child-care support for the usage of child-care facilities, please contact the meeting executive committee (<https://www.metsoc.jp/contact-e>).

## **IX. The Career Explorer Logo**

### **1. Objective of the Career Explorer Logo**

In recent years, career development among young researchers has become an important social issue. In order to address this issue, MSJ decided to introduce the use of "Career Explorer Logo" during the 2009 Autumn Meeting, with the explicit purpose of supporting job search and recruiting activities among the MSJ members.

### **2. Career Explorer Illustration**



By displaying the "Career Explorer Logo" in your proceedings manuscript or presentation materials, you can inform other MSJ members that you are currently

seeking employment opportunities. Electronic versions of the illustration in both color and black-and-white are available on the MSJ homepage.

### **3. How to use the Logo**

When postdoctoral researchers, students, or any other Society members who are seeking employment opportunities give presentations, they may use the “Career Explorer Logo” in their proceedings manuscript and/or presentation materials.

1. Proceedings manuscript: Insert the Logo to the left of the title of your presentation. Please make sure that the Logo is confined to its approved area on the page.
2. Oral presentation: Display the Logo in any highly visible location on the presentation material.
3. Poster presentation: Display the Logo in a highly visible location near the title of your presentation.

### **4. Caution against misuse of the Logo**

1. The Logo can only be used in and for the lecture sessions hosted by MSJ and its members.
2. Refrain from any questions associated with the Logo during oral presentations.
3. The presenter takes full responsibility for the use of the Logo. MSJ is not responsible for any benefits or difficulties that might result from the use of the Logo.
4. The use of the Logo is not allowed outside the appropriateness and the purpose of its intent, as defined by the Society.

## **X. Recruiting Booths**

The Meteorological Society of Japan is introducing “recruiting booths” at meeting sites. This effort is intended to support career development of young researchers and researchers on fixed-term contracts. More specifically, the introduction of these recruiting booths is aimed at providing opportunities for MSJ members such as graduate student members and young researcher members on fixed-term contracts to find appropriate positions in the private sector. Recruiters from private corporations who came forward to participate in this program will be present for direct information



exchange. No advance sign-up is required to attend the recruiting booth sessions.

The names of the participating corporations will be included in the meeting program.

## **XI. Download of the meeting proceedings**

All participants to the meeting can download the e-publication of the meeting proceedings from the meeting website. However, unlike in the previous meetings, the printed version of the meeting proceedings will not be distributed. Detail information will be posted on the meeting website (<http://www.metsoc.jp/>).

### **Meteorological Society of Japan Rules and Regulations for Presentations at Spring and Autumn Meetings**

#### **The Committee on the Spring and Autumn Meeting Oversight Meteorological Society of Japan**

##### **1. Purpose of the Meetings**

1.1 The Meteorological Society of Japan (MSJ) organizes MSJ Meetings twice a year, in spring and autumn, in order to promote and make progress on meteorological research, and to contribute to the general advancement of science. At these meetings, workshops and presentation sessions on meteorology are held.

##### **2. Registration for the Meetings**

2.1 Those who intend to give oral or poster presentations at the meeting (including guest speakers) are required to register their personal information through the meeting website, complete the conference registration, and make payment for the registration fee and submission fee in advance.

2.2 In order to give presentations (oral and/or poster) at the meeting, all individuals other than guest speakers are required to submit an abstract, which needs to be approved by the Committee on the Spring and Autumn Meeting Oversight.

2.3 Registration of personal information and registration for the meeting are to be completed by the registrant. Contact information at which the registrant can be reached needs to be provided, and not that of a representative. Depending on the circumstances, the Committee on the Spring and Autumn Meeting Oversight may

need to contact the registrants for inquiries. Registration by a representative of the registrant is permitted only under exceptional circumstances in which registration by the registrant is difficult, such as: 1) registration from abroad, 2) registration for a foreign researcher, and/or 3) no access to available internet.

### **3. Abstract Preparation**

3.1 As for the abstract formatting and other related matters, the information in the meeting announcement (posted on the meeting website) is to be followed.

### **4. Copyright Transfer**

4.1 Copyright of the submitted abstract is transferred to the Meteorological Society of Japan, based on the decision that was taken by the Executive Committee of the Meteorological Society of Japan on January 29, 2013: "On reinforcement of copyright transfer for publications by the Meteorological Society of Japan".

### **5. Abstract Submission**

5.1 The presenter is responsible for submitting his or her abstract by the designated date. The presenter must gain the approval of his or her co-authors before submitting an abstract. Abstract submission by a representative of the presenter is permitted only under exceptional circumstances in which submission by the presenter is not feasible, such as submission from abroad or by a foreign researcher. Finally, if a submission is made by a representative without the consent of the presenter, the abstract will not be accepted.

5.2 The maximum number of presentations allowed for each registered participant is 2 (including invited lectures).

### **6. Review**

6.1 The submitted abstracts are reviewed and decided on the acceptance or rejection by the Committee on the Spring and Autumn Meeting Oversight. Acceptance or rejection of the submitted abstracts is at the discretion of the Committee on the Spring and Autumn Meeting Oversight. If the Committee on the Spring and Autumn Meeting Oversight determines that the content of the abstract is inappropriate for presentation at the meeting for any reason including those listed below, the Committee reserves the right to reject the abstract.

1. The content of the presentation is plagiarized from the research results of others.
2. The format of the abstract deviates significantly from the specified format.

3. The content of the presentation is inappropriate from the perspective of social ethics.
  4. The content of the presentation defames specific individuals or organizations.
  5. The abstract submission is made for a purpose that deviates from the objective of the meeting.
  6. The content of the presentation is not well suited for the purpose of the meeting.
- 6.2 The Committee on the Spring and Autumn Meeting Oversight will determine the format of the presentation (oral or poster), while taking into consideration the request of the presenter.
- 6.3 If the Committee on the Spring and Autumn Meeting Oversight rejects a submitted abstract, the Committee will notify the submitter of its decision along with the reasons for the rejection. In this case, the registration and submission fees (or the difference in fee which arises from the resulting change in participation classification) will be refunded.
- 6.4 If the submitter disagrees with the reasons for the rejection of the submitted abstract, the submitter is entitled to only one petition for re-examination of the rejected abstract.

## **7. Re-Examination**

- 7.1 When petitioning for re-examination of a rejected abstract, please submit the following information to the office of the Committee on the Spring and Autumn Meeting Oversight: the name and contact information of the petitioner, the presentation title, the author name(s), and a statement for the reasons the petitioner believes that the abstract should be re-examined (the format of the petition is left to the discretion of the petitioner).
- 7.2 Petitions for abstract re-examination are to be submitted by mail and need to be received at the office of the Committee on the Spring and Autumn Meeting Oversight within 7 days, including the day the notification of the rejection of the abstract was received by the presenter.
- 7.3 When petitioning for re-examination of a rejected abstract, any modification of the abstract is not permitted. The Committee on the Spring and Autumn Meeting Oversight will conduct a re-examination procedure and notify the petitioner of the result of the re-examination (acceptance / rejection).

## **8. Modification and Cancellation of an Accepted Abstract**

- 8.1 No modification to the presentation format, the presentation title, or the content of an abstract is allowed after its acceptance.

8.2 If the cancellation of a scheduled presentation is necessary due to unavoidable circumstances such as illness, a cancellation request needs to be made immediately to the Committee on the Spring and Autumn Meeting Oversight. When the presentation is cancelled, the registration and submission fees will not be refunded.