

Membership Agreement of Japan BioPlastics Association

Chapter 1. General Provisions

(Name)

Article 1. The name of the association shall be Japan BioPlastics Association.

(Objectives)

Article 2. The objectives of the association are to establish technologies relating to biodegradable plastics and biomass-based plastics (herein after referred to as BioPlastics) and to develop practical use of the technologies, and to promote social contributions of BioPlastics by conducting search and study on technical matters and evaluating systems of BioPlastics, and simultaneously promoting exchange of information and opinions with relevant organizations within Japan and overseas, or the like.

(Office)

Article 3. The office of the association shall be established in Tokyo.

(Business)

Article 4. In order to achieve the objectives in Article 2, the business of the association relating to BioPlastics shall be:

- (1) search and study on technologies and evaluation systems
- (2) collection, storage, analysis and provision of information
- (3) exchange of information and opinions with relevant organizations within Japan and overseas,
- (4) publicity activities and education including publication of the BioPla Journals
- (5) operation of identification systems including certification business
- (6) other business necessary for achieving the objectives of the association.

Chapter 2. Membership

(Classes of Members)

Article 5. The Association shall have four (4) classes of members: Regular Member, Supporting Member, Mark Member and limited term Mark Member.

(Regular Member)

Article 6. A member who agrees with the objectives of the association and actively participates in the business of the association is Regular Member.

(Supporting Member, Mark Member, limited term Mark Member)

Article 7. A member who agrees with the objectives of the association and cooperates in the business of the association is Supporting Member.

2. A member who is involved only in certification business is Mark Member.

3. A member who enrolls the association limited during a period on and after April 1st of the relevant fiscal year to March 31st of the same fiscal year is limited term Mark Member.

(Enrollment)

Article 8. Any member wishing to be enrolled as Regular Member, Supporting Member, Mark Member or limited term Mark Member shall apply for a membership using a designated form, and can be enrolled, subject to the approval of the Executive Committee. New enrollment shall be reported in the following General Meeting.

2. Limited term Mark Member wishing to be shifted to Mark Member in and after the next fiscal year shall apply for the membership using a designated form, and can be shifted, subject to the approval of the Executive Committee. New shift shall be reported in the following General Meeting.

(Withdrawal)

Article 9. Any Member wishing to withdraw his/her membership must submit a designated withdrawal form to the association.

2. When withdrawing his/her membership from the association, unpaid membership dues and other contributions shall be collected, and in any cases, paid enrollment fees, membership dues, and mark use application fees shall not be returned.

Chapter 3. Officers and Secretariat

(Number of Officers)

Article 10. The association has the Chairperson (one (1)) and the Auditors (two (2) or less). Moreover, the association may have the Vice Chairperson (three (3) or less) and the Head of Secretariat (one (1)), if required.

(Election of Officers)

Article 11. The Chairperson, the Vice Chairperson and the Auditors shall be elected from Regular Members at the General Meeting.

2. The Head of Secretariat shall be elected by the Chairperson, subject to the agreement of the General Meeting.

(Duties of Officers)

Article 12. The Chairperson shall represent the association and shall preside over the duties of the

association.

2. The Vice Chairperson shall assist the Chairperson and shall act for the Chairperson in the event the Chairperson is unable to fulfill his/her duties.
3. The Head of Secretariat shall carry on the duties of the association in response to instructions of the Chairperson.
4. The Auditors shall audit the accounts of the association.

(Terms of Officers)

Article 13. The terms of Officers shall be two (2) years. However, the Officers may be reelected.

2. The Officers shall perform the duties until a successor takes office, even after the termination of the term of the office.
3. The term of office of the Officer elected for a substitute or an additional Officer shall be the remainder of the term of the predecessor in office or the Officer during his/her office.

(Secretariat)

Article 14. The association may have the Secretariat to carry on office works of the association. The Chairperson shall appoint and dismiss office staffs.

2. The association may have several Advisers. The Chairperson delegates the business to the Adviser, subject to the approval of the General Meeting, and the Adviser shall respond to consultation of the Chairperson relating to the business of the association.

CHAPTER 4. General Meeting

(Convening of General Meeting)

Article 15. An Ordinary General Meeting shall be convened by the Chairperson within three (3) months after closing the fiscal year.

2. An Extraordinary General Meeting is convened whenever the Chairperson deems the meeting necessary.
3. The Chairperson must convene an Extraordinary General Meeting when one third (1/3) or more of the Regular Members request by showing a purpose of the meeting.

(Method to Convene Meetings)

Article 16. Notice shall be given to Regular Members in writing indicating time and date, place and the matters being the purposes of the meeting no later than two (2) weeks from a day of a General Meeting when the meeting is convened.

2. At the General Meeting, only the matters notified in advance may be decided.

(Matters to be decided at the General Meeting)

Article 17. The following matters shall be passed through decision of a General Meeting.

- (1) Amendments of the Membership Agreement
- (2) Activity plan and cash budget
- (3) Activity reporting and settlement of balance
- (4) Election or dismissal of Officers
- (5) Dissolution and disposal of residual assets
- (6) Other matters relating to operation of the association

(Chairperson at General Meeting)

Article 18. The General Meeting shall be chaired by the Chairperson.

(Quorum and Voting Right)

Article 19. The General Meeting shall be held by attendance of a majority of Regular Members.

2. A voting right at the General Meeting shall be taken as one (1) for one (1) Regular Member.
3. The decision at the General Meeting shall be passed with consent of majority of attendants of Regular Members, unless otherwise provided, and in case of a tie, the Chairperson shall decide the issue.
4. A Regular Member who does not attend the General Meeting may delegate to any other Regular Member to exercise the voting right, which shall be considered as an attendance voting right.

(Minutes)

Article 20. The minutes of the General Meeting shall be prepared by the chairperson and be kept in the association.

2. The minutes of the General Meeting shall be signed by two (2) or more Members appointed at the meeting place among participating Members.

CHAPTER 5. Operation

(Executive Committee)

Article 21. The Executive Committee shall be organized with five (5) or more and less than twenty (20) among Regular Members, and the Chairperson shall elect them, subject to the approval of the General Meeting.

2. The Executive Committee shall set a rule separately, through the approval of the General Meeting, as the Regulation of Executive Committee Operation.
3. The Executive Committee shall, with the approval of the Chairperson, stipulate and manage association rules necessary for compliance or fair association operation, and shall deliberate to decide the object matters provided in this Agreement.
4. The Executive Committee shall prepare and keep the minutes, and report the activities to the

General Meeting.

(Committee)

Article 22. Planning and Research Committee, Technical Committee, and Identification Committee shall be formed in order to smoothly perform the business.

2. The Committees, shall search, study or deliberate on the object matters.
3. The Executive Committee shall decide other required matters relating to the organization, composition and operation of the Committees, which shall be defined, subject to the approval of the Chairperson separately. The Committees may set Committee operation rules, if necessary.
4. The Committee shall prepare and keep the minutes, and report the activities based on the approved business plan to the General Meeting and the Executive Committee.

(Other organization)

Article 23. The Executive Committee may, for the purpose of carrying out a specific mission, with the approval of the Chairperson, organize a temporary project department that spans more than one committee.

2. The Committee can, for the purpose of carrying out a specific mission, with the approval of the Executive Committee, organize a temporary or continuous project team.

(Authentication business independence)

Article 24. The Identification Committee shall strictly operate the Identification System rules that are established for authentication business such as GreenPla, BiomassPla and such.

2. The authentication business can, as a reason for the securement of fairness of the system and the non-disclosure of technical information of certified products, maintain independency of the Identification Committee's judgement regardless of Article 22.3.

CHAPTER 6. Accounts

(Accounts)

Article 25. Funds required for the operation of the association shall be covered with the enrollment fees, membership dues, donations and other incomes, being controlled by two accounts; one is Fund Account covered mainly with the enrollment fees and the other General Account covered mainly with membership dues and other incomes.

(Membership Dues)

Article 26. The Regular Members, Supporting Members, Mark Members and limited term Mark Members shall pay membership dues pursuant to the provision of the Regulation of

Membership Dues.

2. The membership dues shall include ordinary membership dues and extraordinary membership dues.
3. The extraordinary membership dues shall be collected, subject to the approval of the General Meeting, if required, in order to implement extraordinary business.

(Fiscal Year)

Article 27. A fiscal year of the association shall begin on April 1st every year and end on March 31st in the following year.

(Financial Statements)

Article 28. The Chairperson shall prepare a general inventory, statement of revenues and expenses, and report on the business promptly after closing the annual fiscal year, and provide them to the Auditors.

(Audit)

Article 29. The Auditors shall audit promptly when documents mentioned in the foregoing Article are received, and report opinion thereon to the Chairperson.

History

October 4 th , 1989	Established and executed
May 30 th , 1990	Partially revised
June 15 th , 2000	Partially revised
June 25 th , 2001	Partially revised
June 24 th , 2002	Partially revised
July 11 th , 2003	Partially revised
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June 14 th , 2016	Fully revised including newly established Chapter 5.