

Planning Committee Meeting Report

Sixth Network Meeting of the WHO Collaborating Centres in Occupational Health

22 February 2003, 18.10–19.10, Bourbon Hotel, Iguassu, Brazil

Present	<p>John Howard, NIOSH, Chair Marilyn Fingerhut, Coordinator, TF 14,15 Evelyn Kortum, WHO TF 1,7,9,11,12 Gerry Eijkemans, WHO, TF 2,3,5,10,11 Greg Goldstein, WHO, TF 4,6,8,13 Jukka Takala, ILO Per Malmberg, NIWL, Sweden, AC Kathleen Rest, NIOSH, AC Andrew Curran, TF 1 Shengli Niu, ILO, TF 2 Igor Fedotov, ILO, TF 4 Alberto Zucconi, TF 6 Fengsheng He, TF 8 Barbara Griefahn, TF 9 Daniel Hryhorczuk, TF 11 Kari Kurppa, TF 13 Marisol Concha, TF 15</p>	<p>Maged Younes, WHO Suvi Lehtinen, FIOH, Finland, AC Marco Maroni, ICPS, Italy, AC Thebe Pule, AFRO David Rees, TF 2 Susan Gunn, ILO, TF3 George Delclos, TF 5 Stavroula Leka, TF 7 T Jin, TF 8 David Zalk, TF 10 P.K. Abeytunga, TF 12 Frank Pot, TF 14</p>
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Topics discussed

1. Introduction

Dr. John Howard opened the Meeting of the Planning Committee and wished all participants welcome. Dr. Marilyn Fingerhut introduced the issues to be discussed in the present Planning Committee Meeting. These were

- Role and tasks of the Planning Committee
- Role and tasks of the Advisory Committee
- How to proceed with the work of the Task Forces?
- Procedures by the PC Meeting in 2005 and the Network Meeting in 2006.

2. Role and tasks of the Planning Committee

It was stated in the discussion that the WHO Occupational Health Programme has a small office in Geneva. The role of the Office is to coordinate the activities and to keep things running. The role of the Planning Committee (consisting of the Chairs of the Task Forces, representatives of the Regional Offices, representative of the ILO, the Advisory Committee, and the representatives of the Occupational Health Programme in WHO/HQ) is to provide broad support for the implementation of the Network activities.

The Planning Committee guarantees that each Task Force moves on. It is important to organize the information flow between the Task Force Chairs and the officers in Geneva, so that the Occupational Health Programme is always well informed about the advances in the Task Forces. The new portal of the Network will facilitate the dissemination of information in the future.

3. Role and tasks of the Advisory Committee

The Network Meeting appointed four Institutes to advise the WHO/HQ on how to further develop the Network activities. They are: NIOSH, USA; FIOH, Finland; NIWL, Sweden, and ICPS, Italy. During the years, these four Institutes have supported the WHO Occupational Health Programme financially and in kind. It was agreed that the experience gathered during the years should be utilized in the further development of occupational health worldwide.

The meetings of the Advisory Committee can be arranged either in connection with other events organized both in Europe and in the US, or as telephone meetings.

4. How to proceed with the work of the Task Forces?

It turned out in the discussion that many of the Task Forces would need a meeting in between the Network Meetings. This is financially very difficult unless the meetings can be organized in connection with other events that the members of the Task Force in question plan to attend in any case.

It was agreed that in principle the Task Forces need to raise their funding themselves. In some exceptional cases, it is possible to apply for some funding from the WHO. The application should be sent simultaneously to Dr. Marilyn Fingerhut and Dr. Gerry Eijkemans. It was also stated that the WHO-funded appropriate country

programmes can be utilized in the implementation of the Task Force objectives. In addition, in some cases national aid agencies provide funding for some projects (e.g. Swedish SIDA). These should be used and utilized, whenever possible.

It was mentioned that in some cases there have been problems with some of the Collaborating Centres as they do not reply to the e-mails of the Task Force Chairs. It was agreed that as one of the aims of the work is to share information and stimulate collaboration, the Centres should be kept on the mailing lists even if they do not always react immediately to the mails.

The achievements and accomplishments of the Task Forces will be checked in the Planning Committee Meeting, scheduled for September 2005.

The Task Force has two Chairs, one from the Collaborating Centres and one from WHO/HQ, Geneva. The Chairs are responsible for ensuring that the work proceeds smoothly. It was agreed that each Task Force needs to send its amendments and corrections to the Compendium to Geneva by 30 March 2003.

The question was raised whether a mid-term report be needed; it was concluded that the European Network will hold its next meeting in June 2004 in Sweden. By that time the mid-term reports of the Task Forces should be available. A review of the Task Force activities could be done in connection with the Fourth European Network Meeting. A meeting of the Advisory Committee could also be organized in that connection.

A more definitive set of criteria for including projects in the Work Plan of the Network was requested.

Also, it was asked whether the WHO Occupational Health Programme has a clear procedure for reviewing the publications produced within the Network activities. Dr. Fingerhut informed that there is such a procedure. It was agreed that the procedure will be informed to all Task Forces and Collaborating Centres.

5. Procedures by the PC Meeting in 2005 and the Seventh Network Meeting in 2006

The Network Meeting approved that the next Planning Committee Meeting be organized in connection with the IOHA Congress in 2005. The IOHA Congress dates are 17–18 September 2005, and it will be organized in South Africa. The dates of the Planning Committee will be fixed as soon as possible.

The Network Meeting decided that the Seventh Network Meeting be organized in connection with the ICOH2006 in Milan.

6. Closing of the Meeting

Dr. John Howard thanked all the participants of the meeting for active participation and closed the meeting.