BREAKOUT SESSION C
CONTINUITY AND RESOURCE MANAGEMENT FOR
SCIENTIFIC COMMITTEES

Chair: Malcolm Sim (SC Occupational Medicine)
Rapporteur: Mahinda Seneviratne (SCOHSSEIS)
SC RESOURCE MANAGEMENT: ISSUES

• ICOH has very limited financial resources mainly derived from membership and Congress. Membership fees kept low, especially for LMICs.

• Funding available for SC events (conference, workshop, symposium etc) known to a few BUT process is not efficient or practical and can involve delays
  • CHF 2000= available from ICOH on request, but this needs to be promoted more among the SCs.

• Event funds do not go from organisers to SC involved, but there is scope for the gap in reg fees between ICOH and non-ICOH members to go to the SC. However, the local organisers take the risk in holding the meeting and there may be reluctance in having a higher reg fee.

• SC Bank A\c is not thought to be practical for SCs, especially smaller ones.

• Diversity of SC goals, membership and activities and need to have equity in terms of resource allocation

• Hosting SC websites needs some funds for the SCs
SC OFFICERS CONTINUITY: ISSUES

- Variability in nominations and electing processes among SCs for Chair (Secretary is appointed)
- Commitment of SC Chair and Secretary candidates to be ICOH Member of Good Standing (have paid membership dues) at the time of nomination and a commitment to pay dues for the next triennium should the person be elected
- Practicality of early elections (pre-ICOH Congress) to enable all SC members to vote and enable a Continuity Session and Handover during the Congress, rather than the vote at the Congress when only attendees can vote and difficult to arrange handover
- ICOH administration cannot centrally conduct elections for SC Chairs
- New Chairs and Secretaries often aren’t given guidance in their role
SC RESOURCE MANAGEMENT: POSSIBLE ACTIONS

• Using social media for better communication and promotion among younger professionals
• Spanish language translations
• Greater promotion of multidisciplinary role in ICOH
• Develop links with journals and mentor / build capability of early career researchers and professionals
• Promote availability of ICOH funds for conference organisers to SCs
• Promote transfer of gap registration fees to SCs to provide funds for overall administration, such as setting up a website and non-conference SC activities
SC OFFICERS CONTINUITY: POSSIBLE ACTIONS

- Encourage SCs to hold electronic Chair election and appointment of Sec before Congress
- Hold a handover session early in the Congress for new and old appointees of SCs
- Develop an Induction Guide with a Checklist for new Chairs and Secretaries
- Assistance in setting up SC website with own webmaster within the SC
- “Why Join ICOH?” – provide brief information material on benefits for potential new members, especially the young and those from low/middle income countries.
- Our greatest resource is the collective knowledge and skills within SCs and ICOH overall – utilize it well and better as a benefit to attract new members
CONTINUITY & RESOURCE MANAGEMENT: KEY ACTIONS

1. An Induction Guide with a Checklist for new Chairs and Secretaries
2. Assistance in setting up SC website with own webmaster within the SC
3. Use social media for better communication and promotion among younger professionals and
4. Provide Spanish translations of key material
5. Explore appropriate avenues of funds for SC activities
6. Better utilize collective knowledge and skills of SC members