

## DRAFT

Minutes from the ICOH National Secretaries Meeting, Kitakyushu, Japan, October 7, 2004

**Date & Time:** October 7, 2004, 11:00-15:30

**Place:** Occupational Health Training Center, University of Occupational & Environmental Health (UOEH), Kitakyushu, Japan

### **Participants:**

Jorma Rantanen (ICOH President)

Ruddy Facci (Chair / ICOH Vice President)

Alain Cantineau (ICOH Vice President)

Sergio Iavicoli (ICOH Secretary General)

Kazutaka Kogi (ICOH Board Member)

Haizoun El Mostafa (ICOH Board Member)

Toshiteru Okubo (President of UOEH)

### **National Secretaries:**

Hua Fu (CHINA), S. Sivaramakrishnan (INDIA), Jorge A. Morales (MEXICO), Helen De Guzman (PHILIPPINES, on behalf of Dr. Benito R. Reverente, Jr.), Ferdinand Smith (SOUTH AFRICA), Chung-Li Du (TAIWAN, on behalf of Dr. Jung-Der Wang), Yucel Demiral (TURKEY), Robert R. Orford (USA).

### **Support Staffs:**

Soshi Takao, Katusra Umehara (Okayama University, Japan), Seichi Horie, Tsutomu Hoshuyama, You-Hwi Song (UOEH).

## **1 Welcome**

Norito Kawakami & Ruddy Facci opened the meeting and welcomed the participants. Then each participant introduced himself/herself.

## **2 Activities of the ICOH**

Jorma Rantanen had a talk on 2003-2006 ICOH efforts to structure ICOH as an organization, establish an alliance with ILO/WHO, increase membership, exchange internal and external information, prepare for the centennial events, promote ICOH scientific committee (SC) activities, with an emphasis on the role of the National Secretaries as one of the major structures. Sergio Iavicoli introduced the ICOH membership campaign with the tool and new logo. Alain Cantineau talked about the

current situation of SC, work groups (WG), Network, task group (TG). Discussions were made: establishing ICOH NS homepage need an approval from ICOH and a link to the ICOH homepage; Sponsorship for a conference also needs an approval from ICOH based on ICOH policies; Guidelines for SC, NS and others may be needed to develop; Translation of ICOH documents into each language is encouraged.

### **3. Activities of the National Secretaries**

Each national secretary presented the current ICOH activities in his/her country, (Turkey, USA, South Africa, Taiwan, Philippines, Mexico, India, China, Morocco, Japan). The topics covered membership campaign (e.g., campaign for graduate students, domestic active member meeting, domestic newsletter) and major concerns in occupational health (e.g., informal sector jobs) in each country, as well as information of ICOH meetings in each region and proposals of ICOH2012 conference in Mexico and Morocco. A discussion was made on possibility of simplification of membership procedure which currently needs two steps, availability of ICOH brochures

### **4 Closing**

Closing comments were made by Ruddy Facci.