

Assignments of the Officers and Board Members of ICOH (2009-2012)

A. Committees and Task Groups

B. Working Groups and Liaison

Committees/TGs	Members	WGs/Liaison	Members
Ethics and Transparency Committee	Peter Westerholm (Chair) Giovanni Costa Michel Guillemin John Harrison John Howard	WG on Occupational Infectious Agents	Mary Ross (Chair) Kari Reijula (secretary) Mario Bonciani Jose Carlos Carneiro Ruddy Facci Veronica Herrera Robert Orford Cristina Pantano Stefano Porru Claudio Taboadela Ken Takahashi Toru Yoshikawa Koji Wada
Finance Committee	Frank van Dijk (Chair) John Harrison, Sergio Iavicoli, Seong Kyu Kang		
Scientific Advisory Committee	Bonnie Rogers (Chair) Marilyn Fingerhut Seong Kyu Kang Norito Kawakami Jorge Morales Antonio Mutti Harri Vainio	WG on Professional Curricula	Frank van Dijk (Chair) Giovanni Costa John Harrison Norito Kawakami Suvi Lehtinen Timo Leino Antonio Mutti Bonnie Rogers
TG on Constitution, By-Laws and Guidelines	Kazutaka Kogi (Chair) Sergio Iavicoli Suvi Lehtinen Jorma Rantanen Bonnie Rogers	WG on Young Workers and Child Labour	Marilyn Fingerhut (Chair) Susan Gunn (Co-chair) Tsuyoshi Kawakami Caludio Taboadela Sheng Wang
TG on Information	Suvi Lehtinen (Chair) Seong Kyu Kang (Editor in Chief of the Newsletter) Sergio Iavicoli (Editor in Chief of ICOHweb) Norito Kawakami Jorge Morales Louis Patry Mary Ross Claudio Taboadela	Liaison: ILO	Kazutaka Kogi (Substitute: Sergio Iavicoli)
		Liaison: WHO (including IARC)	Marilyn Fingerhut (Substitute: Sergio Iavicoli)
		Liaison: IEA (Ergonomics)	Kazutaka Kogi
		Liaison: IOHA	Michel Guillemin
		Liaison: Collegium Ramazzini (CR)	Jorma Rantanen
TG on Membership	Sergio Iavicoli (Chair) Suvi Lehtinen Timo Leino Mary Ross Claudio Taboadela Sheng Wang	Liaison: ISSA	Jorma Rantanen (ISSA Scientific Section Member)
		Liaison: ICN	Bonnie Rogers
		Liaison: WONCA	Frank van Dijk
TG on Restructuring and Occupational Health	Thomas Kieselbach (Chair) Giovanni Costa John Harrison Jorma Rantanen Claudio Taboadela Frank van Dijk	Liaison: WWCS	Bruno Piccoli (on behalf of SC on Work and Vision)
		Liaison: IEA (Epidemiology)	Ken Takahashi
Network on International Communication and Information Technology	Max Lum (Chair)	Liaison: ICNIRP	Maila Hietanen (on behalf of SC on Radiation and Work)

C. Tasks of Committees, Task Groups, Working Groups, Network and Liaison persons

Each Committee, Task Group, Working Group or Network is expected to:

a) Present a Work Plan for the tenure 2009-2012 to Secretary General

b) Report on their activities to the Mid-term Board meeting and the Board 2012.

Committees/TGs/WGs	Tasks
Ethics and Transparency Committee	<ol style="list-style-type: none"> 1) Continue the activities defined by Bye-Law 12 2) Examine the guidelines for ethics, research and practices and make recommendations on necessary changes 3) Completing guidelines with necessary new elements (actions in the cases of misconduct) 4) Examine and advise the Officers and the Board on issues of ethics and transparency
Finance Committee	<ol style="list-style-type: none"> 1) Continue the activities defined by Bye-Law 12 2) Make the ad-hoc decisions needed for financial actions on request by the Secretary General 3) Report on the implementation and impact of new membership fee system on the number of members and on the economy of ICOH 4) Investigate the procedure to simplify membership due payments 5) Investigate the possibility to find new resources
Scientific Advisory Committee	<ol style="list-style-type: none"> 1) Advise the Officers and the Board about ICOH actions for promoting scientific research in occupational health fields 2) Advise the Officers and the Board about ICOH actions that may enhance and support scientific collaboration with international bodies, MOU partners and other scientific institutions 3) Advise the Vice-President in charge of SCs about ways ICOH can assist the SCs in enhancing their activities and the collaboration among the SCs 4) Assist the organization of the scientific programme of ICOH 2012 by providing inputs of the programme
TG on Constitution, Bye-Laws and Guidelines	<ol style="list-style-type: none"> 1) Advise the Officers and the Board on the implementation of Constitution, Bye-Laws and Guidelines of ICOH activities 2) Review and draft the amendments to Constitution and Bye-Laws 3) Develop guidelines for ICOH International Conferences 4) Review and amend as required the Guidelines for National Secretaries and for Scientific Committees 5) Develop documents on Good Association Practice (GAP) 6) Plan and propose new Award systems for ICOH
TG on Information	<ol style="list-style-type: none"> 1) Advise the Officers and the Board on information activities and internal communication of ICOH 2) Function as an editorial board for advising the Editor in Chief of the ICOH Newsletter 3) Review the development and utilization of the ICOH web system for advising the Editor in Chief of ICOHweb 4) Improve ICOH internal communication 5) The Secretary General is responsible for publishing the ICOH official documents (core documents, minutes, reports, etc.). 6) Work in co-operation with the International Communication and Information Technology Network for Occupational Safety and Health
TG on Membership	<ol style="list-style-type: none"> 1) Advise the Officers and the Board on membership matters 2) Coordinate actions for membership recruitment and sustainability

	<ul style="list-style-type: none"> 3) Propose actions for recruitment members by National Secretaries 4) Plan practices and materials needed for Membership Campaigns 5) Examine possibilities for recruitment of new Sustaining Members, Affiliate Members and enhance their visibility and roles in relation to ICOH
TG on Restructuring and Occupational Health	<ul style="list-style-type: none"> 1) Advise the Officers and the Board on activities related to restructuring and occupational health 2) Review national and global employment situations and their impacts on occupational health and propose ICOH action needed 3) Examine the occupational health dimensions of non-regular employment and propose ICOH actions needed 4) Produce guidelines for occupational health professionals about OH practices for workers in non-regular employment
Network on International Communication and Information Technology for Occupational Safety and Health	<ul style="list-style-type: none"> 1) Coordinate networking activities for promoting international communication and information technology for occupational safety and health and advise the Board and Officers on necessary action 2) Work in close cooperation with the TG on Information and the TG on Membership. 3) Study the potential provided by ICT to occupational health.
WG on Occupational Infectious Agents	<ul style="list-style-type: none"> 1) Make recommendations on advancing protection from occupational infectious agents 2) Examine the needs for protection against occupational infectious agents and produce fact sheets on how to protect workers against these agents at work in any work environment 3) Draft specific ICOH guidelines for HIV/AIDS at the workplace
WG on Professional Curricula	<ul style="list-style-type: none"> 1) Make recommendations on advancing professional curricula for occupational health 2) Identify and follow up professional curricula development in the occupational health and safety disciplines and occupational medicine in other bodies 3) Develop curricula for occupational health, working in close collaboration with the SCs on Training and Education and on Occupational Health and Development 4) Review and propose international support measures concerning professional education for Basic Occupational Health Services
WG on Young workers and Child Labour	<ul style="list-style-type: none"> 1) Make recommendation on ICOH action concerning young workers and child labour 2) Take contact and serve as a liaison with the ILO IPEC activities 3) In view of ILO policy and IPEC research and documentation, examine the occupational health dimension of young workers and child labour 4) Produce a concise position paper on occupational health aspects of young workers and child labour.
Liaison: ILO, WHO, IEA (Ergonomics), IOHA, CR, ICN, WONCA, WWCS, IEA (Epidemiology), ISSA, ICNIRP	<ul style="list-style-type: none"> 1) Keep contacts with the respective international organization 2) Follow up their activities related to ICOH action 3) Report on important events related to occupational health 4) Participate and represent ICOH in the major events of the respective organisations on the request by President and within the limits of financial resources available. 5) Report annually on the contacts and events in collaboration