



2nd Board Meeting

March 15, 2008
Hamburg, Germany

Time: Saturday , 15 March 2008, 9.00- 13.30

Venue: Hamburg Congress Center

Participants:

Prof. Jorma Rantanen (Finland) - ICOH President
Dr. Sergio Iavicoli (Italy) - ICOH Secretary General
Dr. Marilyn Fingerhut (USA) - ICOH Vice President
Dr. Kazutaka Kogi (Japan) - ICOH Vice President
Prof. Hua Fu (China) - ICOH Board Member
Ms. Jennifer Serfontain (South Africa) - ICOH Board Member
Prof. Yves Roquelaure (France) - ICOH Board Member
Prof. Petter Kristensen (Norway) - ICOH Board Member
Ms. Suvi Lehtinen (Finland) - ICOH Board Member
Prof. Ken Takahashi (Japan) - ICOH Board Member
Prof. Frank Van Dijk (The Netherlands) - ICOH Board Member
Prof. Michel Guillemin (Switzerland) - ICOH Board Member
Mr. Ian Eddington (Australia) - ICOH Board Member
Prof. Antonio Mutti (Italy) - ICOH Board Member
Prof. John Harrison (United Kingdom) - ICOH Board Member
Dr. Jorge A. Morales (Mexico) - ICOH Board Member
Prof. Renè Mendes (Brazil) - ICOH Board Member



1. ICOH 2009 update

Prof. Jorma Rantanen summarized the situation of ICOH 2009 after the discussion held during the joint meeting of the ICOH Board with the Officers of the Scientific Committees. Professor Daan Kocks took the floor and reported on the ICOH 2009 Congress status report. **(Annex 1)**

After the presentation of the report, ICOH President thanked Daan Kocks for the presentation and opened the discussion, recommending also to increase the frequency of these reports in view of the congress.

Sergio Iavicoli, ICOH Secretary General, then focused on the following critical points of the ICOH 2009 organization:

- The registration fees which are too high
- The communication strategy based only on the electronic communication might be inappropriate; the announcements should be printed and mailed also in hard copies;
- The organizers need to provide more support to the participants coming from developing countries. To this end should be speeded up with the international fundraising;

ICOH Vice President, Dr. Marilyn Fingerhut, highlighted that the participation fees are a relevant issue, but the major problem still to be faced is the developing country attendance. She also remarked that with these registration fees many Scientific Committees will not be able to attend the triennial international congress.

Petter Kristensen asked for even more detailed information on the agreement on registration fees signed on July 2006, whereas Ken Takahashi asked for clarifications on the revenues and expenditures expected by the local organizers.

Furthermore, Suvi Lehtinen, Board member and Chair of the Scientific Committees of Development, asked the chairman of ICOH 2009 to reconsider the possibility of having set registration fees for people coming from developing countries. Professor Rene Mendes also expressed a strong concern on the registration fees and on the accessibility of the participants from developing countries with particular reference to the Latin Americans.

Professor Daan Kocks took the floor and gave some explanation to the question raised by the ICOH Board. He justified the increase of the registration fees was due the lift of the South African inflation rate. As for the developing countries participation, he repeated that funds available for this purpose will depend on the international sponsorships.

ICOH Secretary General remarked that the previously agreed upon registration fees were changed unilaterally without giving any communication to the ICOH leadership. However, Sergio Iavicoli proposed three practical solutions:

- ICOH will step up the fundraising in order to allow ICOH 2009 organizing committee to support developing countries attendees;
- South African organizers have to show clear figures of their provisional budget;
- To postpone the 2nd deadline registration fee until the date set for the abstract acceptance;

In the end, ICOH President confirmed the full commitment of the Board in supporting the organizers.



International Commission on Occupational Health - ICOH
Commission Internationale de la Santé au Travail - CIST

Founded in 1906 as Permanent Commission



Decisions :

ICOH 2009 Organizing Committee accepted to waive fifty registration fees to be granted to the participants from Developing Countries;

The ICOH President will appoint an ad hoc group, chaired by Suvi Lehtinen from the Scientific Committee on Occupational Health and Development, in order to collect International funds and to identify participants from developing countries to be supported;

The Board will strongly encourage the organizers to reconsider the 2nd deadline set in order to allow contributors to benefit from the early bird registration fee after the acceptance of the submitted abstracts;

The Board committed themselves to strengthen their role in the organization of the Congress.

2. Constitution and Bye Laws amendments

The ICOH Board got on discussing the amendments to the Constitution and Bye Laws.

Decisions : The proposed amendments to the Bye-Laws were approved after a lively discussion .

Furthermore, it was also decided to postpone the approval of the proposed Bye-Law 17 bis along with the other relevant ICOH Constitution changes. **(See Annex 2)**

3. Budget

ICOH Secretary General, Dr. Sergio Iavicoli reported on the status of the ICOH budget for the tenure 2006-2008 as updated at December, 31, 2007. He showed the good results reached in terms of incomes and expenses (in fact, the excess of incomes over expenditure is 312,157 CHF).

Furthermore, he also supported the idea of making membership fees payment through website possible, this will certainly facilitate the ICOH new affiliations along with membership renewal fee payment.

After the budget presentation, he presented the proposed amendments to the budget, which were previously endorsed by the ICOH Finance Committee and the Officers. So, ICOH Officers ascertained, during the Vancouver Officer Meeting, the difficulty of finding further sponsorships for the coverage of the Mid term meeting organization and now they propose a transfer between budget lines, that is the transfer of 13,000 CHF from the budget lines "Scs Networking integration strategy" and "Regional and National Secretaries Network" (6,500 each). These funds have to be allocated on the budget line "Mid Term Meeting 2007", on which the new amount available will be 18,000 CHF.

Finally, Sergio Iavicoli reminded that the account will be closed on October 31, 2008 and the interim period budget will begin starting from the 1st November 2008 until the 27th of March 2009. To this end, it will be allocated 95,000 CHF.



Decisions :

The report on budget and the proposed amendments were approved;
The interim period budget (from November 1, 2008 until March 27, 2009) for an amount of 95,0000 CHF was also approved.

4. Election procedure

Sergio Iavicoli took the floor again by drawing attention on the deadlines set for the elections, on the rules to be followed for the candidatures and on the eligibility for the current positions, as stated in the Bye-Laws 6 and 7 (**See Annex 3**) Furthermore, ICOH President reminded that the ballot papers must reach the Secretariat within the scheduled deadline, which shall be considered absolute.

Decisions :

The election procedure was agreed upon and the deadlines fixed:

- **On March 22, 2008** - the Call for election was published on the Newsletter 1-2008 and on the Website. As for the eligibility of candidates and electors the same date was set as final deadline, in line with the experience of the previous elections;
- **By June 22, 2008** - The candidatures have to be submitted to the ICOH Secretariat;
- **By September 22, 2008** - The candidates curricula will be published on the ICOH Newsletter 2-2008 and on the Website;
- **By February 22, 2009** - The ballots shall return to the ICOH Secretariat;
- **By March 22, 2009** - Counting of the ballot.

The ICOH President will appoint Secretary General as Returning Officer according to the Bye-Laws 6;



5. ICOH Guidelines

Guidelines for International Congresses

Decisions:

The Guidelines for International Congresses will be adopted on experimental basis for the election of the venue of ICOH 2015 Congress and for the organization of ICOH 2012 Congress. **(See BD 13 in Background documents ICOH Board Meeting)**

Guidelines for the National Secretaries of International Commission on Occupational Health

Dr. Kazutaka Kogi, ICOH Vice President in charge of National Secretaries, reported on the guidelines for the National Secretaries by showing the modification proposed to the Board.

Decisions: The Guidelines for the National Secretaries were approved;

Guidelines for Scientific Committees

Dr. Marilyn Fingerhut, as ICOH Vice President responsible for the Scientific Committees, reported on the Guidelines for the Scientific Committees. She stressed that the guidelines proposed were not ready to be voted, since further implementations were needed. **(See BD 11 in Background documents ICOH Board Meeting)**

Guidelines for Reimbursements

Dr. Iavicoli reported on the modification of the Guidelines, which include a new paragraph for a kilometric reimbursement of 0,40 CHF, when one's own vehicle is used. **(See BD 12 in Background documents ICOH Board Meeting)**

Decisions: The Guidelines for Reimbursements were approved;

Good Association Practice

ICOH President introduced the Good Association Practice to the rest of the Board. He pointed out that the documents has been divided in three parts such as: the GAP in general, the GAP with ICOH and the 10 principle of the GAP. Prof. Rantanen proposed to postpone their approval until a consultation with the Scientific Committees and their publication on the ICOH web for facilitating the comments of the ICOH Members. **(See Annex 4 and BD 14 in Background documents ICOH Board Meeting, as modified by Prof. Rantanen)**

6. Future Perspectives of ICOH and Beyond

At the end of the meeting, Professor Rantanen presented the future objectives for the missing part of the current triennium in terms of policies, organizational development, Scientific excellence, with specific respect to the ethical standard. **(See Annex 5)**