

**COCI Strategy and Project Planning Meeting
IUPAC Secretariat Headquarters,
Research Triangle Park, North Carolina USA
April 20-22, 2006**

Agenda

Thursday 20 April

Tour of Syngenta Laboratories, 2:00 PM
Meet at Hawthorn Suites Hotel, 1:30 PM

Informal dinner and discussion, 6 PM
Fabienne Meyers to brief the group on the latest activities in IUPAC
Discussion topic: Increasing industrial involvement in IUPAC

**Friday 21 April
IUPAC Secretariat Office**

AM: COCI Governance

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| 9:00 AM | Introductions See the new COCI membership at: http://www.iupac.org/standing/coci/members.html | MCC, MJB |
| 9:10 AM | Review of minutes of Beijing meeting of COCI Minutes can be found at: http://www.iupac.org/standing/coci/coci_minutes.html | MJB |
| 9:15 AM | Review of action items from Beijing Action items to be attached. | MCC, all |
| 9:30 AM | The structure and functions of COCI 2006-7 Objective – review the organization of the committee and the principal deliverables for the coming biennium | MCC |
| 10:30 AM | BREAK | |
| 10:45 AM | Budget and Finances Objective: Status and plans for the new operating and project budgets for COCI, including assignment of funds from previous biennium | MJB |
| 11:00 AM | Project Organization Objective: Outline recent activity on joint funding of projects with UNESCO, and need for industrial matching funding | ABA |
| 11:15 AM | Reports from Beijing Bureau and WCLM meetings Objective: Summarize actions and results from IUPAC leadership meetings. Summaries can be found at: http://www.iupac.org/news/archives-rp-cycle.html | DAE |

11:45 AM IUPAC governance, bylaws and statutes reviews MCC, FM
Objective: summarize plans for possible enhancements in the governance of IUPAC

12:15 PM LUNCH (in meeting room)

PM: COCI Programs and Projects

1:00 PM Health, Safety and Environment Program MCC
Objective: Progress and plans on the Safety Training Program and the HSE Management Conference in Kenya, including improvement options.

1:30 PM Public Appreciation of Chemistry Program DAE
Objective: Review of CCE-led program on PAC and plans for contributions from industry.

2:00 PM NAO/CA Program

2:00 NAO Interactions JU, AI, DAE
Objective: Brief committee on recent interactions with NAOs

2:30 CA Recruitment and Retention DAE, AI, JU
Objective: Discuss and formulate options for improved program for recruitment and retention of Company Associates.

3:15 BREAK

3:30 CA Recruitment and Retention, cont'd.

5:00 PM Adjourn

6:30 PM (approx.) COCI "family dinner"

Saturday 22 April

IUPAC Secretariat Office

COCI Programs and Projects (continued)

9:00 AM NGO/IGO/Trade Associations Program MCC, BW
Written report from Colin Humphris
Objective: Review and formulate project proposal on Responsible Care from Bernard West

10:00 AM Division/Standing Committee Collaborations Program AS
Objective: Review roster of Divisional Representatives, recruit volunteers for representatives of COCI on Divisions and Standing Committees as appropriate, review of latest projects of industrial interest.

10:30 AM BREAK

10:45 AM New Project Brainstorming MCC lead, all
Objective: Identify options for possible new projects, especially in collaboration with Divisions and Standing Committees

12:15 PM COCI Annual Meeting – Chicago, 19-21 July
Objective: Outline plans and arrangements for the annual meeting

MCC

12:30 PM Any other business

12:45 PM Adjourn