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From: Cagen, Stuart Z SHLOIL-SHOIL-SHS
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Cc:
Bcc:
Received Date: 2006-08-17 03:39:20 GMT
Subject: RE: minutes from 4 Aug call

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-----Original Message-----

From: Cagen, Stuart Z SHLOIL-SHOIL-SHS
Sent: Friday, August 04, 2006 9:52 AM
To: Cagen, Stuart Z SHLOIL-SHOIL-SHS; Owen, Dave J SUKOP-ODU/1C/07
Subject: minutes from 4 Aug call

actions:

- 1) streamline spreadsheet (eg., only 1 on biomonitoring with a reference to 2 pager)
- 2) each big item has an owner in DLT (biomonitoring - David Owen as the owner); need for briefing statement for each; owner is domain, which business or for LRI -get senior issue owner in business, with multifunctional team (eg with legal)
- 3) days and costs in the two pager (summary in spreadsheet)

summary: the domain spreadsheet is high level. Description (eg benzene Shanghai), key parameters (Domain - where in the organization (biomonitoring Chemicals), focal point (David Owen for biomonitoring), external forum (not just forum) cost and days , focal point and active players.

David to provide animal use example for 2 pager and for this spreadsheet.

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