

From: Matt Todd <ToddM@api.org>
Sent: Wednesday, July 31, 2002 3:38 PM (GMT)
To: benzconsort-oc@api.org; benzconsort-tc@api.org; benzconsort-cc@api.org
Subject: FW: Shanghai Health Study: Contacts Spreadsheet
Attach: Shanghai Health Study Contacts v4.xls

REMINDER: TODAY IS PROPOSED DEADLINE TO PROVIDE CONTACT INFO. PLEASE SEE MESSAGE BELOW.
THANK YOU.

Matthew Todd
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American Petroleum Institute
1220 L. Street NW
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-----Original Message-----

From: Matt Todd
Sent: Wednesday, July 03, 2002 1:50 PM
To: 'benzconsort-oc@listserve.api.org'; 'benzconsort-tc@listserve.api.org'; 'benzconsort-cc@listserve.api.org'
Subject: Shanghai Health Study: Contacts Spreadsheet
Importance: High

To All Benzene Health Research Consortium Committee Members:

The attached spreadsheet is to plan and monitor the various external contacts the consortium will be doing over the next months. It is currently in rough format since it will eventually be made available on the website for all to see and use. Please note that the spreadsheet contains four separate worksheets. These worksheets are available by clicking on the tabs labeled "Potential Members", "Regulatory", "NGOs", and "Experts - Other".

Potential Members - Contacts with other companies. While we will be working toward involvement of a number of types of entities in the consortium, this is meant to focus on those who have the potential to be full-share company members; Dow, Petronas, etc. for example.

Regulatory - Government agencies in the US, Europe or elsewhere who we feel could become a "partner" in the project or who should be made aware of the research for other reasons. It would help here if you can provide some sense of priority; those who might become involved are ones we should approach now; others we may be able to hold until later this year or next year after the research is in full gear. This is also meant to include multilateral government bodies: EU, ILO, WHO for example.

NGOs - Other organizations that we should brief. Again, priorities would be useful.

Experts/Others - This would include other scientists, technical organizations, etc. who may be interested in the project.

Would you provide any suggestions you have on contacts the consortium should be making. Also, please ask others in your company with expertise in relevant areas to add their suggestions. The purpose of this outreach program is twofold: brief those who have a clear interest in this research to involve them where possible (EPA for example) and those who might be interested and would benefit from hearing about this from us rather than from others. This might also help us learn early-on of any criticism or misunderstandings that might be circulating in this community. In providing suggestions, be as specific as possible (contact names for example) but general suggestions are also welcome. The Communications Committee will assemble the recommendations and review them with the other committees to reach an agreed approach on who should be contacted, the timing, and by whom. Please return your contacts information to me via email at

todd@api.org by the end of the month, July 31st. Thanks.

- Matt

This message forwarded from Lynn Russo, Chair of Communications Committee

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Shanghai Health Study Contacts: Potential Members

	A	B	C	D	E	F	G	H
1		Recommendation						
2	Company/Agency	BHRC Lead	Timetable	Contact Record (date, individual, type) & Follow - Up				Next Step
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Shanghai Health Study Contacts: Regulatory

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Shanghai Health Study Contacts: NGOs

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Shanghai Health Study Contacts: Experts / Other

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