

To: Lorraine Twerdok <Twerdokl@api.org>
From: lynn.b.russo@exxonmobil.com <lynn.b.russo@exxonmobil.com>
Cc: Benzene OC listserve (E-mail) <BenzConsort-OC@listserve.api.org>
Bcc:
Received Date: 2004-06-01 13:54:08 GMT
Subject: Re: BHRC - outreach matrix

Lorraine: I have some comments on the matrix.

First, I think the format works well. It allows enough information for us to review/follow easily.

Specific comments:

- I think we need to be sure it does not appear as if the BHRC can make decisions on the Benzene Symposium or direct it. The German MAK example presents it the right way. I think the entry on the EU Environment DG could be more clear. Suggested wording for the Action column: Email to organizers of International Benzene Symposium (Dr. Greim) recommending they consider whether EU or other Europe regulators should be invited. (What I tried to do in that wording is make the action item the email; the actual follow-up on invitations is the Symposium's, not BHRC.)

- For the same reason, I'd suggest modifying the NCI and UK MRC items. I think both are essentially the same: Will attend International Benzene Symposium. The item would then be marked completed. After the Symposium we can discuss whether interactions there warrant any follow-up.

- I'd suggest assigning OSHA to Technical Committee and suggest action item "Identify OSHA contact and offer briefing"

- On NIOSH, put Brian and me down for the BHRC lead; action is to contact Myron Harrison about discussing SHS with NIOSH. (I don't recall what the regularly scheduled call/meeting reference is about.)

- On labor, I'd suggest the Organization should be PACE; Action is "Patsy/Shell initiate contact/briefing" and on timing I'd suggest "Open (preferably '04)"

- And I don't think you need the last category--Oversight Committee Recommended Groups. Those organizations are all NGO's so can be listed with that grouping.

Lynn

Lynn B. Russo
ExxonMobil
Downstream Public Affairs
Phone: 703-846-2500
Fax: 703-846-4169
Email: lynn.b.russo@exxonmobil.com

"Lorraine Twerdok"
<Twerdokl@api.org> To: "Benzene OC listserve (E-mail)" <BenzConsort-
OC@listserve.api.org>
cc:
Subject: BHRC - outreach matrix
05/26/04 09:59 AM

<<Tech-reg outreach plan 5-04.doc>>

To BHRC OC:

Please find attached, for your review and comment, a draft table for use in OC technical/regulatory outreach activities, per the April Houston meeting discussions.

I am looking for input on the timing. Some contacts I did not know the timing; others, I put a quarter (e.g. 3Q04). Do you want to be more specific than that, or allow the lead to put in dates once set?

The plan is to put it up on the SHS website as a WORD document, so that the BHRC contact leads can edit as contacts are made.

Thanks & Regards,
Lorraine

Lorraine E. Twerdok, Ph.D., DABT
Manager, Health Sciences
Regulatory Analysis and Scientific Affairs
American Petroleum Institute
1220 L Street, N.W.
Washington, DC 20005

tel: 202-682-8344
email: twerdokl@api.org
fax: 202-682-8031