

From: Richard.Irons@UCHSC.edu
Sent: Monday, March 15, 2004 12:46 PM
To: Clegg, Patsy M SCC-CHSE-PC
Subject: RE: 2005 Shanghai Health Study Annual Meeting in Shanghai
Dear Patsy,

The best time for me would be the first week in November, 2005.

Jane Liu is my administrative assistant in Shanghai. She is a very good resource for information and advice on "where, how, why, when and how much? However, she doesn't have sufficient time to make all of the arrangements. We would need additional help. My rule of thumb is in China time it takes 3X the amount of time required in the US to get anything done, and it is the same with personnel!

Best regards,

Richard

[Irons Richard] -----Original Message-----

From: Clegg, Patsy M SCC-CHSE-PC [mailto:patsy.clegg@shell.com]
Sent: Tuesday, March 09, 2004 6:04 AM
To: Irons Richard; Otto Wong (E-mail); Fu (E-mail)
Cc: Brian Doll (E-mail); Burnett, Don (E-mail); Cagen, Stuart Z SCC-HSE; Lynn Russo (E-mail); Michael Johnston; Patrick Beatty; Twerdok, Lorraine (E-mail)
Subject: 2005 Shanghai Health Study Annual Meeting in Shanghai

Gentlemen,

The BHRC (Benzene Health Research Consortium) is very excited about coming to Shanghai for the annual meeting in 2005. We are asking for your help for two things.

1. The date for the 2005 meeting. We are proposing to meet either the last week of September or the first week in November. We are not considering the month of October because of religious holidays that could preclude some from attending. Would you please discuss amongst yourselves and confirm back to me your choice of dates. We would like to be able to announce the 2005 meeting dates at our 2004 meeting this August (invitations will be sent very soon).

2. Contact person in China. To facilitate planning for the 2005 meeting in Shanghai, we would appreciate it if you would name a focal point. This person would assist API and the consortium in making meeting arrangements, such as a location.

Thank You in advance for your assistance.

Regards,
Patsy

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