

**COCI Annual Meeting
BP/INEOS Technology
Naperville, Illinois USA
July 19-21, 2006**

Agenda

Wednesday 19 July

Tour of Nalco Co. Laboratories, Naperville, IL, 2 PM
Meet at Hotel, 1:45 PM

Informal dinner and discussion, 6 PM

**Thursday 20 July
BP/INEOS Technology facility**

AM: COCI Governance

8:30 AM Introductions MCC, MJB
See the COCI membership list at: <http://www.iupac.org/standing/coci/members.html>

8:45 AM Review and approval of minutes of Beijing and RTP meetings of COCI MJB
Beijing minutes: http://www.iupac.org/standing/coci/coci_minutes.html
RTP minutes to be attached.

9:00 AM The structure and functions of COCI 2006-7 MCC
Objective – review the organization of the committee and the principal deliverables for the coming biennium; review criteria discussed at RTP for candidates for membership and NR status in COCI
Action items: Beijing No. 2, 8; RTP No. 3, 4

10:00 AM BREAK

10:15 AM Budget and Finances MJB
Objective: Status and plans for the new operating and project budgets for COCI, including assignment of funds from previous biennium
Action items: B 1, 6

10:45 AM Project Organization ABA
Objective: Outline recent activity on joint funding of projects with UNESCO, and need for industrial matching funding

11:15 AM Reports from Bureau, WCLM, and Executive Committee meetings DAE, MCC
Objective: Summarize actions and results from IUPAC leadership, and plans for possible enhancements in the governance of IUPAC
Summaries: <http://www.iupac.org/news/archives-rp-cycle.html>
http://www.iupac.org/news/archives/2006/133_ec.html

12:15 PM LUNCH (Naperville cafeteria)

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.
Action Items: B 7, 19; RTP 2, 6, 8, 9, 10, 11, 16
- 2:00 PM Public Appreciation of Chemistry Program DAE
Objective: Review of CCE-led program on PAC and plans for contributions from industry.
Action Items: RTP 22, 23, 24
- 2:30 PM NAO/CA Program
2:30 NAO Interactions JU, AI, DAE
Objective: Report on recent interactions with NAOs, and discuss proposal for Workshop for European NAOs.
- 3:15 PM BREAK
- 3:30 CA Recruitment and Retention DAE, AI, JU
Objective: Discuss and formulate options for improved program for recruitment and retention of Company Associates, including draft Terms of Reference for COCI/Secretariat collaborations
Action Items: B 3, 9, 10, 20; RTP 12, 13, 14, 15
- 5:00 PM Adjourn
- 6:30 PM (approx.) COCI dinner, location TBA

Friday 21 July BP/INEOS Technology Facility

- 8:30 AM Reports from Division and Standing Committee Representatives MCC lead
Objective: Learn about latest activities in the Divisions and SC's; suggestions on areas for collaboration between COCI and the Divisions/ SC's.
Action items: B 16, 17, 18
- 9:30 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.
Action items: B 4, 12, RTP 17, 20, 21
- 10:00 AM BREAK
- 10:15 AM NGO/IGO/Trade Associations Program CH, AP
Objective: Review progress on NGO/IGO interactions with IUPAC, and plans for COCI input into the 2007 World Chemistry Leadership Meeting; recent interactions with UNESCO and regional organizations.
- 11:15 AM New Projects MCC lead, all

Objective: Develop and implement new projects, especially in collaboration with Divisions and Standing Committees

11:15	Responsible Care – RTP 18, B13	BW
11:45	Workshop on Safety – Turkey	ABA, ET
12:00	Nanotechnology – RTP 25, 26, 27 B11	AS
12:15	Brainstorming – new ideas	all
12:30 PM	Any other business, including site for next meeting	MCC
12:45 PM	Adjourn	