



U.S. CONSUMER PRODUCT SAFETY COMMISSION
WASHINGTON, DC 20207

Record of Commission Action
Commissioners Voting by Ballot*

Commissioners Voting: Chairman Hal Stratton
 Commissioner Thomas H. Moore
 Commissioner Mary Sheila Gall

ITEM:

CPSC/ICPHSO Regional Workshop

DECISION:

The Commission voted unanimously (3-0) to approve the Commission's co-sponsorship of the CPSC/International Consumer Product Health and Safety Organization (ICPHSO) Regional Workshop in accordance with the attached letter of agreement. Attached is the final letter of agreement dated April 23, 2003.

For the Commission:

A handwritten signature in black ink, appearing to read "Todd A. Stevenson".

Todd A. Stevenson
Secretary

* Ballot vote due April 18, 2003



U.S. CONSUMER PRODUCT SAFETY COMMISSION
WASHINGTON, DC 20207

Marc J. Schoem
Director
Recalls and Compliance Division
Office of Compliance

Tel: 301-504-7520
Fax: 301-504-0359
email: mschoem@cpsc.gov

April 23, 2003

Mr. Ross Koeser
Executive Director
International Consumer Product
Health and Safety Organization
P.O. Box 1785
Germantown, Maryland 20875-1785

Dear Mr. Koeser:

This confirms that the U.S. Consumer Product Safety Commission (CPSC) and the International Consumer Product Health and Safety Organization (ICPHSO) agree to jointly sponsor a Regional Workshop and CPSC Lab tour on June 12 – 13, 2003, in the Bethesda, Maryland area. The following is agreed to:

- 1) ICPHSO will cover all CPSC staff expenses, which includes any local travel costs (mileage reimbursement) for CPSC staff participating as panelists and/or moderators during the Workshop. ICPHSO will also cover any local travel costs (mileage reimbursement) for all CPSC members designated as speakers at the Workshop. In addition, those CPSC staff who will be participating as panelists and/or moderators during the training session will receive a lunch that is being provided to the attendees. CPSC will accept such reimbursements pursuant to 15 U.S.C. Section 2076(b).
- 2) CPSC will be solely responsible for planning and conducting the Regional Workshop including the agenda and the participants. ICPHSO will provide technical assistance with needed audio and audiovisual equipment and provide a syllabus of the course material to be used to all attendees.
- 3) ICPHSO will be responsible for obtaining a suitable training location and making arrangements for the registration, breaks and lunch to be served during the Workshop.
- 4) CPSC will assist ICPHSO in identifying appropriate industry members who should receive notice of the workshop. CPSC will provide unstamped envelopes to ICPHSO for their use in notifying industry of the planned Workshop.

- 5) All postage expenses for notice of the meeting is to be paid by ICPHSO.
- 6) ICPHSO will arrange suitable transportation for a limited number of the attendees to participate in a tour of the CPSC laboratory facility in Gaithersburg, Maryland the morning of Friday, June 13, 2003. The number of participants will be decided upon based upon the availability of lab staff to conduct the tour.
- 7) Except as specifically stated in this letter, CPSC will bear no responsibility for any expense associated with this Workshop.

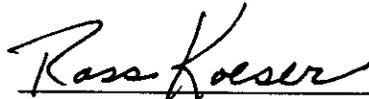
Please confirm your acceptance of our agreement by signing below. I look forward to working with you on a successful Regional Workshop.

Sincerely,



Marc J. Schoem

Seen and Agreed:



Ross Koeser
Executive Director
ICPHSO

4/23/03
Date

cc: Robert Waller
President, ICPHSO

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RECEIVED
CPSC
OFFICE OF COMPLIANCE



U.S. CONSUMER PRODUCT SAFETY COMMISSION
WASHINGTON, DC 20207

Patricia Semple
Executive Director
Office of the Executive Director

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Email: psemple@cpsc.gov

April 23, 2003

Mr. Ross Kooser
Executive Director
International Consumer Product Health
and Safety Organization (ICPHSO)
P.O. Box 1785
Germantown, MD 20875-1785

Dear Mr. Kooser:

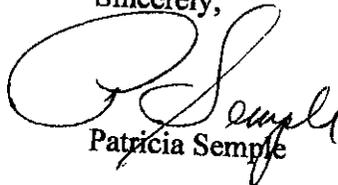
This is in response to your invitation to Marc J. Schoem to conduct a joint CPSC/ICPHSO Regional Training Workshop in Bethesda, Maryland on June 12-13, 2003.

The Commission is pleased that Marc Schoem will be able to coordinate this regional training.

On behalf of the Commission, I am pleased to accept your offer to reimburse Commission staff for local travel costs so they can participate on the training date. Commission staff will coordinate with you regarding these expenses.

Please let us know if this is not correct.

Sincerely,



Patricia Semple

cc: Robert Waller, President, ICPHSO
Marc Schoem