

**GENERIC CHARGE TO A NATIONAL OCCUPATIONAL RESEARCH AGENDA (NORA)
SECTOR COUNCIL**
Version of November 21, 2007

MISSION

The mission of a NORA Sector Council is to:

1. Develop and maintain a sector-specific research strategic plan for the nation to address the most important occupational safety and health problems; and
2. Maximize impact through partnerships by promoting widespread adoption of improved workplace practices based on research results.

GUIDING PRINCIPLES

A NORA Sector Council will:

1. Represent all stakeholders;
2. Seek broad stakeholder participation in identifying the most important problems, developing the goals, conducting the research and translating/sharing the results;
3. Practice transparency by displaying its inputs and results of its decision-making publicly;
4. Establish and periodically update sector-specific research goals;
5. Promote high quality research that is supported by a range of organizations;
6. Promote effective partnerships to move proven improvements into workplaces;
7. Host reviews and track progress on the goals; and
8. Review and revise membership periodically to maintain broad expertise, diverse insights and energized members.

COMPONENTS OF A RESEARCH STRATEGIC PLAN

A NORA Sector Research Strategic Plan will typically include:

1. Strategic goals to reduce or eliminate the most important current or anticipated future occupational safety and health problems in the sector or a sub-sector,
2. Intermediate goals which are critically important to accomplish in order to attain the strategic goal,
3. Outcome measures suitable for tracking progress toward the strategic and intermediate goals, and
4. Implementation plans to promote the needed research and to move proven improvements in practice into workplaces.

OPERATIONAL CHARACTERISTICS

A NORA Sector Council will:

1. Be co-chaired by the NIOSH Sector Program Manager or a designee and by a stakeholder representative;
2. Follow membership guidelines that encourage broad and diverse participation with such categories as organizational members (e.g., trade associations, labor groups, governmental agencies, and professional organizations) and individual members (e.g., researchers, safety and health professionals); there may be full members, corresponding members and those who collaborate on a specific sub-

- sector, project or committee; the co-chairs, organizational members and full individual members will be invited to participate or continue participation annually by the NIOSH Director;
3. Undertake only those activities that are consistent with NORA, as determined by the NIOSH Director;
 4. Develop appropriate mechanisms to involve as broad a range of sector partners as possible in identifying the most important problems, developing the research goals, conducting the research and translating/sharing the results for maximum impact; and
 5. Post draft strategic plans and other documents on the web for stakeholder input prior to finalizing them.

For more information, contact noracoordinator@cdc.gov or:

Sidney C. Soderholm, PhD
NORA Coordinator
CDC/NIOSH/OD, Suite 9200
395 E St., S.W.
Washington, DC 20201
202-245-0665

ssoderholm@cdc.gov

Contact information updated 9 Nov. 2007