

**Next Steps to Create CCL Work Group Report to the NDWAC
November 2003 – January 2004**

Proposed General Outline for Each Chapter/Section of Report to NDWAC

Drafts prepared by members of the technical/facilitation team will include the following:

1. Summary of NRC recommendations for given topic
2. Overall work group recommendation, principles, and/or set of options
3. Discussion of considerations, analysis, and rationale of how the group arrived at recommendations/principles/options

By December 1, Abby and Sara will revise the full report outline to reflect current thinking and distribute to work group.

“Big Issues”

The overarching issues and questions identified by the subgroup on November 14 will be addressed within each chapter/section of the report.

CCL Universe (Technical/facilitation team lead: Doug)

Chemicals

- *Conference call* – Wendy Heiger-Bernays, Rick Becker, Doug Owen, Yvette Selby, George Hallberg – Monday, November 24, 10:00-11:30 a.m. Eastern
 - Review current draft of chapter 5, address outstanding issues as able, and prepare draft for distribution to full work group.
- By December 12, revise draft chapter based on November 24 call and send to conference call participants for review by email. An additional conference call will be scheduled, if needed.
- By December 19, distribute revised draft to full work group (with microbial sections incorporated, if possible).

Microbes (Technical/facilitation team lead: Tom)

- Microbe Subgroup and EPA – By December 19, review and agree on microbial universe text and incorporate into chapter 5.

Work Group Briefing and Review (combined chemical/microbial draft)

- *Conference call* – Interested work group members – December 22 – January 14
 - Opportunity for work group members to a) hear perspectives and ask questions of those involved in drafting and revising the chapter to date and b) identify and begin to discuss any outstanding issues. (Review will continue at January plenary meeting.)

Universe to PCCL Screening (Technical/facilitation team lead: Amy)

Chemicals

- By November 21, Amy will prepare draft of options considered, decisions/recommendations, and rationale from November 13-14 discussions on chemicals.
- November 24-December 5 – Email review of draft among work group members who participated in Nov. 14 small group discussions to ensure the draft captures the discussions.
- December 8-12 – Chapter 6 authors, Amy, and Abby combine new text (from Nov. 13-14 discussions) and existing chapter 6. A conference call will be scheduled, if needed.

- By December 19, distribute revised draft chapter 6 to full work group (with microbial sections incorporated, if possible).

Microbes (Technical/facilitation team lead: Tom)

- Microbe Subgroup and EPA – Review and agree on microbial universe to PCCL text and incorporate into chapter 6.

Work Group Briefing and Review (combined chemical/microbial draft)

- *Conference call* – Interested work group members – December 22 – January 14
 - Opportunity for work group members to a) hear perspectives and ask questions of those involved in drafting and revising the chapter to date and b) identify and begin to discuss any outstanding issues. (Review will continue at January plenary meeting.)

PCCL to CCL – Attribute Scoring (Technical/facilitation team lead: Frank and George)

Chemicals

- Work Group Members – By Monday, December 1, submit comments on draft protocols (issues, concerns, questions).
- By December 12, Frank and George will review member comments, October 21 workshop notes, and November 13-14 discussions. Based on these, Frank and George will prepare draft text of issues, considerations, options and recommendations. Frank and George will circulate draft to technical/facilitation team and consult with individual work group members to ensure Nov. 13-14 discussions were captured.
- By December 17, technical/facilitation team will send comments to George and Frank.
- By December 19, distribute draft to full work group (with microbial sections incorporated, if possible).

Microbes (Technical/facilitation team lead: Tom)

- Microbe Subgroup and EPA – Review and agree on microbial attribute scoring approach and text and incorporate into chemical one-text.

Work Group Briefing and Review (combined chemical/microbial draft)

- *Conference call* – Interested work group members – December 22 – January 14
Opportunity for work group members to a) hear perspectives and ask questions of those involved in drafting and revising the chapter to date and b) identify and begin to discuss any outstanding issues. (Review will continue at January plenary meeting.)

PCCL to CCL – Training Set (Technical/facilitation team lead: Stig and Mike)

Chemicals

- By December 3, Stig and Mike will prepare draft text of principles and discussion/recommendation of how a training set could be used. Circulate draft to technical/facilitation team.
- By December 5, technical/facilitation team will send comments to Stig and Mike.
- By December 9, Stig and Mike revise draft as needed and send to work group members involved in Nov. 14 small group discussion.
- December 9-16 – Email review of draft among work group members who participated in Nov. 14 small group discussions to ensure the draft captures the discussions.
- By December 19, distribute draft to full work group (with microbial sections incorporated, if possible).

Microbes (Technical/facilitation team lead: Tom)

- Microbe Subgroup and EPA – Review and agree on microbial attribute scoring approach and text and incorporate into chemical one-text.

Work Group Briefing and Review (combined chemical/microbial draft)

- *Conference call* – Interested work group members – December 22 – January 14
Opportunity for work group members to a) hear perspectives and ask questions of those involved in drafting and revising the chapter to date and b) identify and begin to discuss any outstanding issues. (Review will continue at January plenary meeting.)

PCCL to CCL – Classification Approach (Technical/facilitation team lead: Zeno and Jo Anne)

Chemicals

- By December 5, Zeno and Jo Anne will prepare draft text of principles, options, and pros/cons, drawing largely from previous documents. Circulate draft to technical/facilitation team.
- By December 12, technical/facilitation team will send comments to Zeno and Jo Anne. Zeno and Jo Anne also will consult with individual work group members as needed.
- By December 19, distribute draft to full work group (with microbial sections incorporated, if possible).

Microbes (Technical/facilitation team lead: Tom)

- Microbe Subgroup and EPA – Review and agree on microbial attribute scoring approach and text and incorporate into chemical one-text.

Work Group Briefing and Review (combined chemical/microbial draft)

- *Conference call* – Interested work group members – December 22 – January 14
Opportunity for work group members to a) hear perspectives and ask questions of those involved in drafting and revising the chapter to date and b) identify and begin to discuss any outstanding issues. (Review will continue at January plenary meeting.)

Transparency (Technical/facilitation team lead: Abby)

- By November 21, Abby will distribute notes/summary of November 14 discussions.
- By November 26, Abby will revise and expand chapter 3 outline based on November 14 discussions and distribute to work group members. Draft additional text/recommendations. Share with outside experts for comment.
- *Conference call* – Interested work group members – Week of December 8
 - Review draft outline, text/recommendations.

Nomination and Surveillance (Technical/facilitation team lead: George and Yvette)

- November 24 – Participants on chapter 5 conference call will briefly discuss nomination and surveillance draft and consider how it relates to building the CCL universe.
- By December 5, work group members will submit comments on the draft to Sara. If necessary, a conference call will be scheduled to address issues.
- By December 19, George and Yvette will revise draft based on comments and distribute to members.

QSARs (Technical/facilitation team lead: Frank)

- By December 3, EPA will revise current draft one-text. Distribute to work group members.
- By December 10, work group members will submit comments on the draft to Sara. If necessary, a conference call will be scheduled to address issues.
- By December 19, Frank will revise draft based on comments and distribute to members.

Certainty/Confidence (to be renamed) (Technical/facilitation team lead: Jeff and Frank)

- By November 21, Jeff will send revised draft to technical/facilitation team.
- November 24 technical/facilitation team conference call: review draft.
- November 24-December 3, Jeff, Frank, and technical team review and revise draft, as necessary.
- December 3-10, work group members review draft. A conference call will be scheduled, if needed.
- By December 19, Jeff and Frank revise draft based on member input and distribute revised draft to work group.