

TCQS meeting agenda for the year 2015



date: 2015-07-18
Version: 1

TC-QS Meeting draft agenda

AFRIMETS GA, Gohanisberg
Tuesday 28 July from 8:30 to 15:00

1. Closed session Chair & vice chairs 8:30 - 10:00

Tunisia Report
Ghana admision
Review commitee
TC QS documents archiving

Cofee break

1. Welcome & Opening by the TC-QS Chair and approval of the agenda

2. Previous Minutes and matters arising

Wynand Louw

3. Annual TC QS report templete

Noha Khaled

4. Review of the AFRIMETS JCRB report for 2014 and feedback from the JCRB meetings

March 2015 meeting: *Wynand Louw; Noha Khaled*

5. QS Updates from KEBS, NIS and NMISA

QS Representatives from KEBS, NIS and NMISA

4.1 KEBS Peter Kahihia

4.2 NIS Noha Emad

4.3 NMISA *Wynand Louw*

6. Work plan for 2015/16

TC-QS members

a. QSs to be submitted

1. Ghana, requested on-site visit

2. SADC MET members

b. Peer reviews

Any new requests

c. Re-review

1. Schedule of major review every 5 years

7. Update of the AFRIMETS QS review and approval procedure

Noha Khaled and TC-QS members

8. Update of the AFRIMETS CMC review procedures

Wynand Louw and TC-QS members

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9. Other issues

- a. Upcoming JCRB meeting in Kazakstan
- b. CIPM MRA Review
 1. Success stories
 2. Template for review
- c. Membership of TC-QS
 - i. NMIs and DI
 - ii. Reports from other Institutes

10. Conclusions

All

11. Closure