

RULES OF OPERATION TECHNICAL ADVISORY COUNCILS

International Accreditation Service, Inc. (IAS), Technical Advisory Councils (TACs) comprise members selected from senior management positions within conformity-assessment business sectors which are served by IAS accreditation services.

Members must be familiar with conformity assessment and international quality standards appropriate to their specialty. Members shall possess:

- Baccalaureate degree from an accredited institution or a minimum of ten years of management-level experience in their specialty;
- Current employment within the fields of conformity assessment, governmental regulation of this sector, or related training/academia; and
- Demonstrated knowledge and expertise with relevant international standards of quality for their specialty.

Technical Advisory Councils are generally appointed in key accreditation schemes, as identified by IAS, to guide the initial development and/or extend any required guidance, application or normative documents.

TACs are appointed by the IAS Board of Directors for a two-year term, and serve an advisory capacity to IAS' staff and to the IAS Accreditation Committee. IAS has no obligation to accept, but could consider any recommendations or actions by the councils.

Responsibilities of TACs include recommendations to the IAS Accreditation Criteria and related Rules of Procedure for IAS accreditation. The councils will also advise on international standards relating to accreditation and conformity assessment and other appropriate subjects as requested by the IAS management. In addition, the councils may provide input to other policy and procedure documents of IAS relating to the accreditation programs relevant to the councils.

TACs shall meet at least once every eighteen (18) months. Meetings may be either in-person or via teleconference, at the discretion of IAS management. If in-person meetings are scheduled, members are individually responsible for their transportation to and from meeting sites. IAS will provide lodging, meals and transportation at the meeting site for the duration of the council meeting.

A meeting quorum consists of fifty percent (50%) of the council members, plus one. A quorum is required for any action. The chairperson is elected by the members for a two-year term.

Certain matters considered by the councils are sensitive and therefore must be treated as privileged information. Agreement of members with IAS' antitrust policy is required for appointments. ▪