





SANAS STC Meetings



SANAS STC MEETINGS INTRODUCTION




Specialist
a person **highly skilled** in a **specific** and restricted field



Technical
relating to a **particular subject**, art, or **craft**, or **its techniques**. involving or concerned with **applied and industrial sciences**

Committee
a **group of people** appointed for a specific function by a larger group and typically consisting of members of that group.



SANAS STC MEETINGS INTRODUCTION



STC

A group of people **highly skilled** in a particular **craft and its techniques** concerned with **applied sciences**, appointed to **represent the interests** of a larger group.



**SANAS STC MEETINGS
RELEVANT LEGISLATION**

Act No. 19 of 2006: Accreditation for Conformity Assessment, Calibration and Good Laboratory Practice Act.



Functions and objects

5. (1) The objects of SANAS are to

(s) **establish appropriate technical committees** including the following:

(i) Approval Committees to evaluate applications for accreditation;



(ii) **Specialist Technical Committees.**

**SANAS STC MEETINGS
TERMS OF REFERENCE**

SANAS has documented the requirements for STC's in the Document



P 19-04 Terms of Reference. Registration and Responsibilities of Technical Committees (published October 2014.)

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General

- To remain **technically relevant** within the various technical spheres where it operates;
- Provide appropriate **technical guidance**;
- Guide **technical policy**;
- **Mediation** in technical matters;

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General

- Considered to be for the **National Good**;
- **Remuneration**;
- **Incidental expenses**.





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General **Regulatory Domain**

- Membership must have **technical depth**, whilst taking into account **stakeholder representation**;
- **SANAS must conclude formal agreements** with the relevant **stakeholder** representatives;






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STC Inputs

- **Agenda** – agenda items must be collected, and must **focus on** issues affecting the **technical integrity**;
- Example – Traceability, ILC/PT issues, inconsistency, ambiguity in requirements.

AGENDA






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STC Membership

- Members are **carefully** selected;
- National **experts to be identified and invited**;
- Must be able to bring **current knowledge**;
- **'Commercial Pressures'** may not unduly sway the committee;



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STC Membership

- Independent Stakeholder Representative Bodies;
- Association Members must have a **mandate** from the association they represent;
- **Balance of Interests** must be maintained.





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STC Membership

- Applicants to complete the **SANAS F 20** form and submit along with a **current CV**;
- In the regulatory domain membership must adequately reflect **Business, Labour and Government**;





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STC Membership

- SANAS reserves the right to **refuse** a nomination or application (without reason);
- The **Executive** is responsible for the **appointment** of STC members;
- Membership is valid for **4 years**;







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STC Membership – Observers / Guests

- **Observers** have a role in ensuring **transparency** and **impartiality**;
- Can be **invited** by the AM;
- **Requests to attend** must be approved by SANAS;
- Numbers of observers is **limited**







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STC Membership – Communication Members

- Individuals from a **regulatory** category may be approached to **participate via correspondence**;
- They will be forwarded all correspondence;
- **They may vote**, if a vote is required.








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Regulatory STC Membership




- **NEDLAC** – To source Technically Competent Individuals;
- Nominations must **in writing**;
- The **regulator** must formally submit the name of the nominated rep – in writing;
- All **relevant associations** to be **invited to nominate** experts;
- **Alternate** - Members



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Chairmanship of STC




- The Chair must remain **impartial**, and must **encourage** members to **express their views**;
- The AM will **review applications** for the position of the Chair;
- **CEO** to **appoint** the Chair;
- In the **absence** of a Chair the **AM** will automatically assume the position.



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Responsibilities of STC Chair

- **Identify** potential STC members;
- Identify items for **discussion**;
- Preparation of **Agenda's**;
- Assist with the **minutes**;
- **Edit and approve** the minutes;
- **Follow up** on actions;
- **Collate/evaluate comments** received.





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Responsibility of the STC

- Act in an **advisory** capacity;
- Make **recommendations** to the CEO;
- **Advises** on generic technical aspects;
- **Looks for solutions** to technical challenges;
- **Review and drafting** of TR and TG Documents;



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Responsibility of the STC

- Advises on **traceability**;
- Provide input to National **Regulations** and National / International **standards**;
- Recommend work items for regional and International **accreditation forums**.
- **Continuous improvement** of calibration, testing, inspection, certification etc. in South Africa.






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Decision Making

- **Consensus** to be encouraged;
- If voting **2/3 majority** required for the recommendation pass;
- A **quorum is 25%** of all registered members, minimum of 2 members;





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Working Groups

- **WG** are established where a technical issue requires **additional research or focus**;
- **Terms of reference** must be established and **approved** by the STC;
- The STC must **appoint a chair** of the WG;
- **Minutes** must be prepared;
- WG to **report back** to the STC.


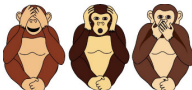


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Confidentiality

- Issues discussed are normally in the **public domain**;
- **Confidentiality** agreement must be signed;
- Minutes include **generic principle** and **agreed outcomes**, and are available for general consumption;



**SANAS STC MEETINGS
GETTING INVOLVED**



How can we become involved?

- **Apply** for membership;
- Attend as a **observer** (guest);
- **Read** the STC minutes;
- **Submit** items to the CTC Chair or AM for discussion;
- **For technical issues only!**

