

## Third Meeting

Concordia University - Room H767, 7th floor, Hall building,  
1455, de Maisonneuve Blvd. West,  
Montreal, QC, H3G 1M8, Canada

20<sup>th</sup> April 2012 9:00 a.m. – 5:00 p.m.

### Agenda

---

- 1 Opening of the meeting
- 2 Roll call of attendees
- 3 Adoption of the agenda
- 4 Minutes of the meeting of 8<sup>th</sup> December 2011
  - 4.1 Approval of the minutes
  - 4.2 Matters arising not included in the agenda
- 5 Progress report by the Secretariat
- 6 Other updates
  - 6.1 Further developments regarding the implementation of ISO 29990 in: Canada, Germany, France, UK, U.S.A and Japan
  - 6.2 Other matters
- 7 Consideration of applications from new members (if any)
- 8 ISO 29990: proposed audit process and documents - presentation and workshop by Dr Manfred Schmidt, including questions and discussion
- 9 Lunch
- 10 Presentation by Concordia University of a comparative analysis of various certification schemes, & discussion of implications for IFCES
- 11 Scheme for approving/ recognizing training courses for auditors/ assessors and LSP managers: presentation and discussion
- 12 Towards an agreed approach to conformity assessment for ISO 29990: discussion of ways forwards and next action.
- 13 Any other business
- 14 Date and location of next meeting  
The next meeting is provisionally scheduled for the afternoon of 10th December 2012 in Washington D.C.
- 15 Closure of the meeting