

Agenda

Time	Topic	Duration	Presenter
09:00 ÷ 09:05	Welcome and introduction	(05')	Chairman
09:05 ÷ 09:15	TC212 composition	(10')	Chairman
09:15 ÷ 09:30	Self-introduction by each member	(15')	ALL
09:30 ÷ 10:20	Terms of reference (see below)	(50')	ALL
10:20 ÷ 10:30	Any other business	(10')	ALL

GUIDELINES FOR ISSMGE TECHNICAL COMMITTEES

(version February 2015, Approved by ISSMGE Board Feb 24, 2015)

The Terms of Reference should include activities contributing to achieving the following aims:

Objective 1

Disseminate and develop knowledge and practice within the TC's subject area to the membership of the ISSMGE:

1. Organize specialty conferences, symposiums, workshops and short courses.
2. Encourage preparation of keynote lectures, state-of-the-art lectures including new technologies, general reports for conferences organized by the International Society, regional conferences and conferences organized by Member Societies.
3. Develop ideas for broad participation of ISSMGE individual members through, for example, prediction events, surveys, or other means.

Objective 2

To establish guidelines and technical recommendations within the TC's subject area:

1. Collate available standards, codes and guidelines, and translate non-English ones into English, if necessary.
2. Prepare overviews of the standards, codes and guidelines.
3. Evaluate the similarities and the differences.
4. Make guidelines and recommendations for practice (can be procedural ones for new complex problems and/or technical ones for specific items).

Objective 3

Assist with technical programs of international and regional conferences organized by the ISSMGE:

1. Present the findings of the TC in main sessions or discussion sessions.

Objective 4

Interact with industry and overlapping organizations working in areas related to the TC's specialist area:

1. Identify overlapping organizations and decide how to interact with them.