SDAC PROCEDURE 02
SDO Participation in international committees

- SDO considering participating in international project/committee
  - Contacts Secretary SDAC (ASEC)
  - ASEC requests info from SA international staff (INTSA)
    - INTSA provides details to ASEC
    - Dummy mirror committee established; ASEC as the PM
      - INTSA advises ISO
      - SDO advises INTSA; updates SDO’s accreditation records

- SDO forwards to SRB members
  - SRB decides to participate
    - SRB/SDO decides O or P level
    - SDO advises ASEC
      - ASEC reviews; adds any general advice; forwards to SDO; answers follow up queries
      - INTSA advises ISO
      - SDO advises INTSA; updates SDO’s accreditation records

- Operations through the life of the project
  - SDO forwards documents to SRB members
  - SRB deliberates; forwards outcomes to SDO
  - SDO forwards comment/vote to ASEC
    - ASEC reviews; adds any general advice; sets reminder date for response; forwards to SDO
    - ASEC reviews; resolves any questions; forwards to INTSA
    - INTSA advises ISO

- INTSA posts committee docs to the HUB, ASEC automatically advised.