

**GEOTECHNICAL AND CIVIL CONSTRUCTION MATERIALS  
TESTING ACCREDITATION ADVISORY COMMITTEE**

**Agenda**

**32nd Meeting**

**Thursday 29<sup>th</sup> February 2024**

**NATA Melbourne**

**Chair:** Mr Thomas Kovacs

**Secretary:** Ms Diane Hobday

**1. Meeting introduction and associated administrative matters**

**1.1 Confirmation of attendance and apologies**

**1.2 Chair's opening remarks**

**1.3 Reminder regarding conflict of interest and confidentiality**

**1.4 Confirmation of the minutes of the previous meeting held 12 May 2022**

**1.5 Review of action items arising from the minutes of the previous meeting**

**1.6 Other business**

**2. Committee membership**

Review of current membership and composition of the Committee.

**3. General Manager update**

The General Manager Operations and Technical, or delegate, will provide an update to AAC members on major NATA initiatives and other matters as relevant.

**4. International update**

**5. Reports from committee members**

**6. Technical matters**

**6.1 Precedents and issues arising from assessments and from AAC review of accreditation recommendations**

**6.2 Proficiency testing matters**

**6.3 Metrological traceability matters**

**6.4 Significant projects / initiatives**

**7. Stakeholder and member engagement**

**7.1 Stakeholders**

The committee is requested to raise any issues relevant to NATA which may require stakeholder engagement including the benefit(s) and intended / desirable outcome(s).

**7.2 Members**

The committee is requested to raise any issues / topics where engagement with members (and/or technical assessors) should be considered. This may technical matters, application of standard methods, etc.

**8. Review of accreditation criteria and processes**

**8.1 Review of the relevant NATA Accreditation Criteria**

**8.2 Review of scope of accreditation descriptors**

**8.3 Update on other policies including general NATA policies and ILAC and APAC documents, where applicable**

**9. Assessors**

**9.1 Summary of new appointments and retired assessors since the previous meeting**

**9.2 Specific technical assessor training needs**

**9.3 Identification of areas/disciplines where technical assessors need to be recruited**

**10. Analysis and review of risks to impartiality**

**11. Accreditation statistics**

**12. Other business**

**13. Next meeting & close**