

IGS-C Technical Committee Rules of Procedure (TC-Rules)

Document type: Procedural rules for Technical Committees

5.1 Mandate

Technical Committees (TCs) are responsible for:

- Drafting and maintaining GCR-M and related documents;
- Reviewing and co-developing profiles with regional bodies;
- Assessing technical implications of changes;
- Ensuring quality, coherence and interoperability.

5.2 Composition

- Members are nominated by Regional/Founding Members, Regulators, Corporate, Assurance and Academic members.
- Balanced representation is sought; no single category may hold a majority of voting seats.
- Chairs and vice-chairs are elected for fixed terms (e.g. 2–3 years).

5.3 Working methods

- TCs operate via scheduled meetings, virtual or in-person;
- Drafts are circulated with clear deadlines for comment;
- Issue trackers and version control are used for transparency;
- Minority views and dissents are recorded where substantial.

5.4 Document lifecycle

- **Draft** – internal TC working drafts;

- **Public Consultation Draft** – published for external comments;
- **Approved Standard / Profile** – adopted following TC and Steering/GA approval;
- **Maintenance** – errata, clarifications, minor/major revisions with versioning.

5.5 Conflicts of interest

- TC members must disclose affiliations with vendors or assessed entities.
- On matters where they have a direct material interest, they must recuse themselves from voting and, where appropriate, from detailed deliberation.

5.6 Escalation and appeals

- Disagreements not resolved within TCs may be escalated to the Steering Committee.
- Stakeholders may submit formal appeals on procedural or substantive grounds; appeals are logged and responded to with a reasoned decision.

6. IGS-C Technical Committee – Conformance Board Rules (TC-Rules-C)

Document type: Procedural rules for the Conformance & Certification Board (a specialised TC)

6.1 Purpose

The Conformance & Certification Board ("TC-C") is a specialised Technical Committee responsible for:

- Maintaining the **Conformance & Certification Criteria**;
- Defining and updating Tier and Level requirements;
- Reviewing edge cases and complex accreditation questions;
- Advising on revocations and suspensions.

6.2 Relationship to other bodies

- TC-C operates under the overall governance of IGS-C but has specific authority on interpretation of conformance criteria.
- It cooperates closely with:
 - Assessor Accreditation Programme governance;
 - Membership and organisational accreditation committees;
 - Regional bodies applying profiles in their supervision.

6.3 Composition and independence

- Members are drawn from:
 - experienced Tiered assessors (T2–T0);
 - representatives of regulators/supervisors;
 - independent academic/technical experts.
- Vendors or organisations with products under evaluation may not vote on matters relating to those products.

6.4 Case handling

- TC-C reviews:
 - requests for clarification on criteria;
 - complex or borderline accreditation cases;
 - proposed suspensions and revocations.
- Decisions are documented with reasoning and, where appropriate, anonymised case summaries are published for learning.

6.5 Safeguards against bias

- Rotating membership and term limits reduce risk of capture;
- Dual presence of regional and global perspectives is encouraged;
- Procedural checks ensure that no single firm or region can dominate TC-C decisions.
