

To: Members of TAG
From: Alistair Jones, TAG Chair

Technical Advisory Group Meeting 9th Nov 2018 MINUTES
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Attendees: Alistair Jones (Chair), Frank Denelle, Sigurd Heiberg, Michael Neumann, Satinder Purewal, Charlotte Griffiths, Hari Tulsidas

Apologies: Karin Ask, Adrienne Hanly, Ulrich Kral,

Approval of draft agenda

1. The draft agenda was approved.

Minutes of previous TAG meeting

2. The draft minutes of the 21st Sep 2018 meeting were approved with a minor ammendment to item 5 received by email before the meeting.

Matters Arising

3. The chair had circulated to a summary of latest information received on Working Group aims plans. This closed the outstanding action from 4th July meeting.
4. Action from previous meeting for WG chairs to confirm/update draft list of documents and timings for EGRC 10: A correction was received from Satinder noting an additional document on comparing global classification systems. No other updates were received.

UNFC Development

5. Alistair had drafted and circulated a discussion document on UNFC development. This was discussed, and various comments were shared on the role of UNFC and the relationship with other classification systems and professional bodies.

Action 1: Several TAG members undertook to share their views in more detail via email. Please email any further views by Fri 23rd Nov.

Action 2: Based on the discussion and any emails received, Alistair will draft a second draft of the document on UNFC Development. TAG will then decide whether this is useful and, if so, finalise to submit to the Bureau for consideration. Alistair will send out the next draft by 31st Dec.

Review of Documents for 10th EGRC

6. The status Working Group documents for 10th EGRC was discussed and the type of review required i.e. by TAG and cross-WG team, or by the relevant WG. Key contacts for each document were also discussed

Action 3: Alistair will follow up separately with WG chairs and/or key contacts to confirm the review plan.

7. Volunteers with suitable knowledge and experience and from across the WGs will be required to perform the cross-WG reviews.

Action 4: WG chairs will email Alistair names of potential reviewers. Alistair will then contact potential reviewers to check their willingness and availability. Please email names by 7th Dec (but a few reviewers will be needed by 23rd Nov for one PWG document).

Resource Management System

8. It was agreed that, at a future TAG call, there should be a discussion of the Resource Management System to be developed by EGRC e.g. What will it be? What will it achieve? What will be its limits?

SPE Annual conference

9. TAG was asked to consider submitting abstracts for the 2019 SPE annual conference. Submission to SPE is by 21st Jan 2019. PWG plan to submit an abstract on the Mexico Pilot Project.

NWG

10. Adrienne Hanly, NWG chair, has finished here term at IAEA and has resigned from the Bureau. A new IAEA representative will be appointed.

Next meeting

11. The week of 7th Jan 2019 was suggested for the next TAG call. A poll will be sent out to check availability.