



## FORM 1: PROPOSAL FOR A NEW FIELD OF TECHNICAL ACTIVITY

<b>Circulation date</b> 2020-07-08	<b>Reference number:</b> Enter Number (to be given by ISO Central Secretariat)
<b>Closing date for voting</b> 2020-09-30	
<b>Proposer</b> ISO/TMB	<b>ISO/TS/P 291</b>

A proposal for a new field of technical activity shall be submitted to the ISO Central Secretariat, which will assign it a reference number and process the proposal in accordance with the [ISO/IEC Directives Part 1, Clause 1.5](#). The proposer may be a member body of ISO, a technical committee, subcommittee or project committee, the Technical Management Board or a General Assembly committee, the Secretary-General, a body responsible for managing a certification system operating under the auspices of ISO, or another international organization with national body membership. Guidelines for proposing and justifying a new field of technical activity are given in the [ISO/IEC Directives Part 1, Annex C](#).

### Proposal (to be completed by the proposer)

<b>Title of the proposed new committee (The title shall indicate clearly yet concisely the new field of technical activity which the proposal is intended to cover).</b>
Reference materials
<b>Scope statement of the proposed new committee (The scope shall precisely define the limits of the field of activity. Scopes shall not repeat general aims and principles governing the work of the organization but shall indicate the specific area concerned).</b>
Standardization in the competent production and use of reference materials, including the concepts, terms and definitions related to reference materials
<input checked="" type="checkbox"/> <b>The proposer has checked whether the proposed scope of the new committee overlaps with the scope of any existing ISO committee</b>
<input type="checkbox"/> <b>If an overlap or the potential for overlap is identified, the affected committee has been informed and consultation has taken place between proposer and committee on</b> i. <b>modification/restriction of the scope of the proposal to eliminate the overlap,</b> ii. <b>potential modification/restriction of the scope of the existing committee to eliminate the overlap.</b>
<input type="checkbox"/> <b>If agreement with the existing committee has not been reached, arguments are presented in this proposal (under question 7) as to why it should be approved.</b>

**Proposed initial programme of work. (The proposed programme of work shall correspond to and clearly reflect the aims of the standardization activities and shall, therefore, show the relationship between the subject proposed. Each item on the programme of work shall be defined by both the subject aspect(s) to be standardized (for products, for example, the items would be the types of products, characteristics, other requirements, data to be supplied, test methods, etc.). Supplementary justification may be combined with particular items in the programme of work. The proposed programme of work shall also suggest priorities and target dates.)**

Transformation of existing [REMCO](#) Guides into Standards in line with Annex A of ISO/IEC Directives, Part 1.

Change deliverable types of REMCO projects (which are currently under development) from Guides to Standard type.

Once established, the secretariat of the new TC will also contact the secretariat of ISO/CASCO to discuss the possibility of transferring ISO 17034:2016, *General requirements for the competence of reference material producers* (former REMCO Guide 34:2009) from CASCO to the new TC's portfolio (resolutions from both committees needed).

**Indication(s) of the preferred type or types of deliverable(s) to be produced under the proposal (This may be combined with the "Proposed initial programme of work" if more convenient).**

See above

**A listing of relevant existing documents at the international, regional and national levels. (Any known relevant document (such as standards and regulations) shall be listed, regardless of their source and should be accompanied by an indication of their significance.)**

ISO Guide 30:2015, Reference materials — Selected terms and definitions

ISO Guide 30:2015/DAmD 1, Reference materials — Selected terms and definitions — Amendment 1: Revisions of definitions for reference material and certified reference material

ISO Guide 31:2015, Reference materials — Contents of certificates, labels and accompanying documentation

ISO Guide 33:2015, Reference materials — Good practice in using reference materials

ISO Guide 35:2017, Reference materials — Guidance for characterization and assessment of homogeneity and stability

ISO Guide 80:2014, Guidance for the in-house preparation of quality control materials (QCMs)

ISO/AWI Guide 85, Guidance for the production of reference materials having one or more assigned qualitative property values

ISO/AWI WD Guide 86, Guidance for pure reference materials for small organic molecules

ISO/AWI Guide 87, Guidance for 'pure' reference materials for metals and metalloids

ISO 17034:2016, General requirements for the competence of reference material producers

**A statement from the proposer as to how the proposed work may relate to or impact on existing work, especially existing ISO and IEC deliverables. (The proposer should explain how the work differs from apparently similar work, or explain how duplication and conflict will be minimized. If seemingly similar or related work is already in the scope of other committees of the organization or in other organizations, the proposed scope shall distinguish between the proposed work and the other work. The proposer shall indicate whether his or her proposal could be dealt with by widening the scope of an existing committee or by establishing a new committee.)**

*NOTE: TMB decided in its Resolution 17/2020 that it would be more appropriate for REMCO to become a technical committee.*

**A listing of relevant countries where the subject of the proposal is important to their national commercial interests.**

The membership of the new TC is expected to be similar to the membership of ISO/REMCO. See current membership of REMCO : 33 P members and 38 O members :

<https://www.iso.org/committee/55002.html?view=participation>

**A listing of relevant external international organizations or internal parties (other ISO and/or IEC committees) to be engaged as liaisons in the development of the deliverable(s). (In order to avoid conflict with, or duplication of efforts of, other bodies, it is important to indicate all points of possible conflict or overlap. The result of any communication with other interested bodies shall also be included.)**

The current liaison relations with ISO/REMCO are expected to be re-established with the new TC. Currently 9 ISO committees have a liaison with REMCO and 16 International organizations are in A liaison: <https://www.iso.org/committee/55002.html>.

In addition, the new TC should also participate (as REMCO currently does) in the [Joint Committee for Guides in Metrology \(JCGM\)](#) through ISO (in JCGM/WG 1 and WG2) (ISO being member of JCGM)

**A simple and concise statement identifying and describing relevant affected stakeholder categories (including small and medium sized enterprises) and how they will each benefit from or be impacted by the proposed deliverable(s).**

Users of reference materials, namely measurement or testing and calibration laboratories; producers of reference materials; accreditation bodies, with respect to accreditation of reference material producers; and other ISO Committees making use of the horizontal advisory function of REMCO.

**An expression of commitment from the proposer to provide the committee secretariat if the proposal succeeds.**

Offers to hold the secretariat have been received from 8 NSBs. The TMB will allocate the secretariat to one of these NSBs following the due process.

**Purpose and justification for the proposal. (The purpose and justification for the creation of a new technical committee shall be made clear and the need for standardization in this field shall be justified. Clause C.4.13.3 of [Annex C](#) of the ISO/IEC Directives, Part 1 contains a menu of suggestions or ideas for possible documentation to support and purpose and justification of proposals. Proposers should consider these suggestions, but they are not limited to them, nor are they required to comply strictly with them. What is most important is that proposers develop and provide purpose and justification information that is most relevant to their proposals and that makes a substantial business case for the market relevance and the need for their proposals. Thorough, well-developed and robust purpose and justification documentation will lead to more informed consideration of proposals and ultimately their possible success in the ISO IEC system.)**

The TMB noted that the deliverable type “guides” for the documents that REMCO has published and has under development was not correct. Therefore, for REMCO to be able to publish other types of deliverables, i.e. international standards, the TMB decided that it would be more appropriate for REMCO to become a technical committee ([TMB Resolution 17/2020](#))

**Signature of the proposer**

[Click here](#) to enter text.

*Further information to assist with understanding the requirements for the items above can be found in the [Directives, Part 1, Annex C](#).*