

DPCCE Meeting Note 2022-10-20

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Date

18 Oct 2022

Attendees

- [Steven Capell](#)
- [Jeanne HUANG](#)
- [Katja Modric Skrabalo](#)
- [Martin Michelot](#)
- [Brett Hyland](#)
- [Lucian Cernat](#)
- [Birgit Viohl](#)
- [Andrew Kennedy](#)
- [Lai Wei](#)
- [Etty Feller](#)
- [Jens Niederhausen](#)
- [Kevin Shakespeare](#)
- [Erik Bosker](#)

Goals

- Confirm scope and assign drafting tasks

Discussion items

Time	Item	Who	Notes
3	Attendance/apologies	BH	
3	Minutes/Actions	BH	Actions completed
2	Confirm agenda	BH	Confirmed
20	Presentation "Principles of Conformity Assessment" by Martin Michelot, Executive Director of TIC Council, Europe	MM	
10	Agreement on WP scope statement	ALL	Modifications made, broad agreement achieved
15	Discuss proposed WP Outline and suggested contributors	ALL	Volunteer contributors noted
5	WP drafting timetable and role of CUE	ALL	Review draft WP (excl Recommendation section) at next mtg
2	Next Meeting date/Close	BH	Next mtg 8 Nov

Action items

- ☒ Volunteer contributors to send BH their 'first cut' asap for distribution within the nominated SubGroup