

Proposal by: Liam Corcoran, Vice-Chairman Technical Committee

Agreed at the Executive Board Meeting in London (29th/30th January 2000)

The Executive Board have agreed the setting up of three Ad-hoc Committees to work by correspondence (E-mail or Fax). The co-ordinators/chairpersons to report recommendation to Technical Committee meeting in Lisbon.

World Skills Technical Committee Working Groups

Ad-Hoc Committee 1

Theme

To introduce a quality assurance system which will provide Quality, Monitoring and Evaluation during the World Skills Competition.

Ad-Hoc Committee 2

Theme

To examine and draw up guidelines on all aspects of security related to each skill area and the competition in general. This could involve clustering of some trades, e.g. Engineering Trades, etc.

Ad-Hoc Committee 3

Theme

To design comprehensive instructions for all Chief Experts, to ensure a fair, open and transparent competition for all.

Instruction documents to include for example:

1. Registration form for all experts and interpreters to sign.
2. All rules related to running the specific competition.
3. Security arrangements related to specific trade.
4. Rules related to marking in small groups, that no group can consist of all new experts.
5. Etc.

The following are kindly requested to act as co-ordinators/chairpersons:

Theme I	Gavin BOWDEN	New Zealand
Theme II	François ORTOLANI	Luxemburg
Theme III	Wai-Kai CHENG	Hong Kong

Each of the above are asked to invite 3/5 persons to act with them or their committee.
Please inform the Secretary General and Liam Corcoran when this is complete.

The Secretary General will then inform all Technical Delegates of the three Ad-hoc committee co-ordinators and request members to send recommendations to them.

Proposed Timetalbe

- February:** Nominate co-ordinators (done in London).
Co-ordinators invite 3/5 members to join their committee.
Circulate all Technical Committee members, inform them of the 4 themes and names of co-ordinators.
Ask members to make recommendation to the 3 co-ordinators.
- March/**
- April:** Members correspond with each other through E-mail or Fax.
- May:** Finalise reports.
- May 31st:** Send completed reports to the Secretary General, copies to Franz Schropp and Liam Corcoran.
- June:** At Technical Committee Meeting in Lisbon, co-ordinators present reports to meeting.