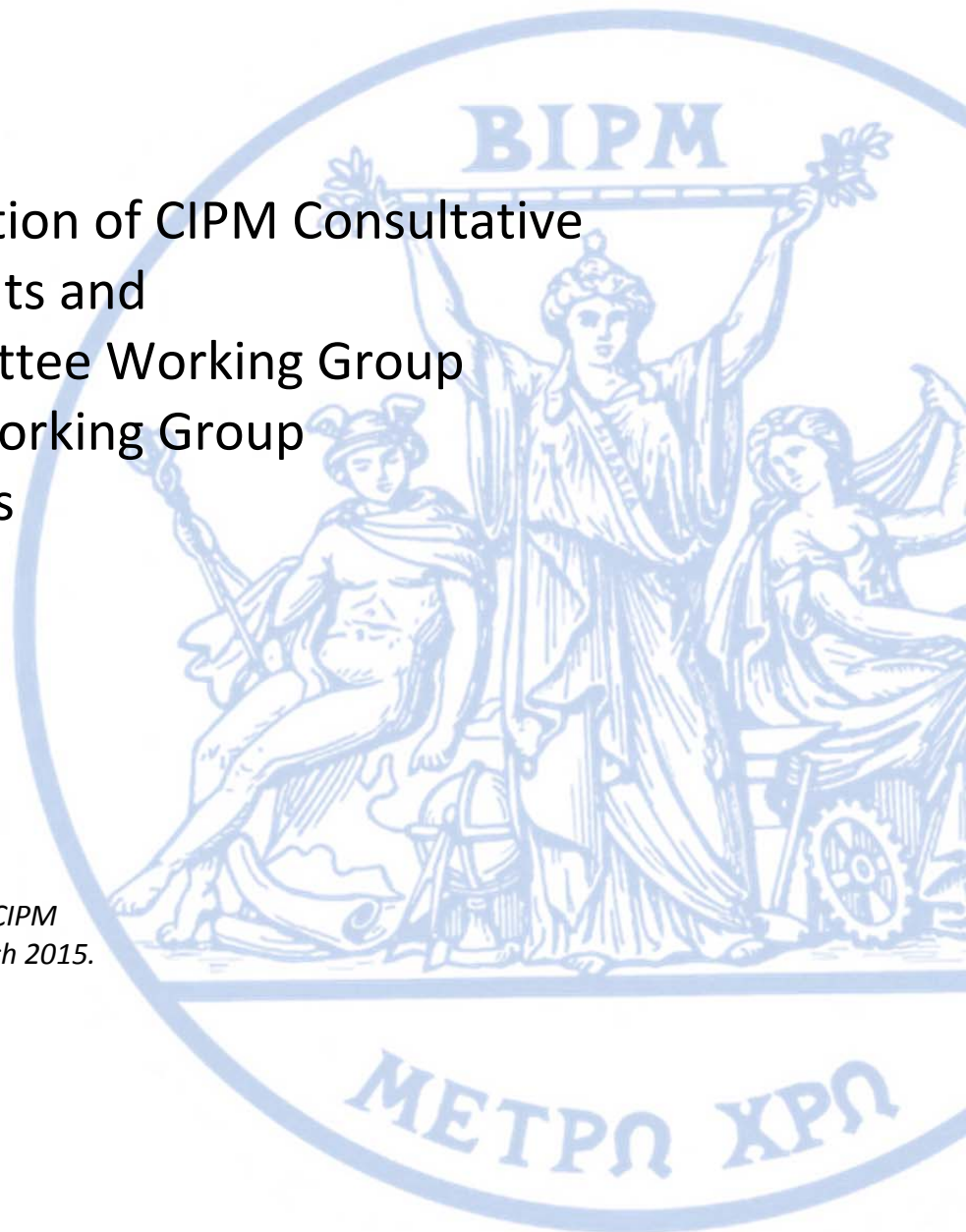


Guidelines for Selection of CIPM Consultative
Committee Presidents and
Consultative Committee Working Group
Chairpersons and Working Group
Deputy Chairpersons

*This document was approved by the CIPM
as CIPM/15-14 at its meeting in March 2015.*



I. Guidelines for Selection of CIPM Consultative Committee Presidents

Preamble

This document describes the Guidelines for Selection and Terms of Appointment of Consultative Committee Presidents. The appointment of Chairpersons or Conveners of CIPM *ad hoc* Working Groups and other CIPM *ad hoc* Committees may be decided on a case by case base.

Note: General rules of procedure for Consultative Committees and their Working Groups, including the election and appointment of Consultative Committee Working Group Chairpersons are given in the document CIPM-D-01, Version 1.4 "Rules of procedure for the Consultative Committees (CCs) created by the CIPM, CC Working groups and CC workshops".

Criteria for Selection of CC Presidents

General Considerations

- The Consultative Committees (CCs) are created by the CIPM and are charged with:
 - advising the CIPM concerning issues in their field of expertise;
 - monitoring progress and providing advice to CIPM on areas of the BIPM Work Program relevant to their expertise;
 - executing, coordinating, leading and giving overall direction to the work that the CIPM has charged the CC with carrying out.
- CC Presidents are selected by the CIPM and taken as a whole, should reflect the global community of Member States to the extent possible considering the criteria provided below.
- Inasmuch as the CCs are the major tools for the CIPM to carry out its tasks, a very close and direct link between the CIPM and the CC President is highly desirable. Therefore preferably, CC Presidents are selected from within the CIPM. *This facilitates in an efficient way, the development of inter-disciplinary contacts, activities and meetings, including the establishment, if needed, of joint CC Working Groups.*

Personal Attributes and Qualifications for CC President

- **Scientific Expertise** – broad metrological knowledge and experience, and in particular a demonstrated knowledge and experience in the metrology space covered by the particular Consultative Committee that he/she would be charged with leading.

- **Leadership Capabilities and Requirements**
A CC President must be able to:
 - provide authoritative direction and management of a scientific program of work in an area similar to that of the Consultative Committee
 - lead people toward meeting CIPM, CC and Metre Convention goals
 - serve as an effective member of a team of “leaders” (in particular in relation to the CIPM and other CC Presidents)
 - be open-minded, to be fair and even handed, and to build coalitions to achieve goals
 - communicate effectively in English.

- **Personal Commitment**
 - The President must:
 - be able to make a significant commitment of time and energy in organizing, communicating and supporting of the activities of the CC, the CIPM and the Metre Convention.
 - have the financial resources required to attend the meetings of the CC and, as needed, its Working Groups, and to attend relevant CIPM meetings.
 - The Presidents should:
 - commit themselves to serve until the end of their term. (However, it is understood that unforeseeable reasons can result in their resignation prior to expiration of their terms).

- **Government/Organizational Support**
 - At the time of the appointment, each President should have support from his/her organization or government to serve as a President of a CC and each President should maintain a good relationship with his/her national metrology organization and government throughout their Presidency.

Appointment Procedure and Term of Appointment

- A Consultative Committee President is selected and appointed by the CIPM after the CIPM has reviewed the Personal Attributes and Qualifications, while taking into account the General Considerations.

- Commencing with the 25th CGPM, Consultative Committee Presidents will generally be appointed to fixed four-year terms that begin immediately upon appointment by CIPM. Appointments may be renewed upon mutual consent between the CIPM and the Appointee.

II. Good Practices for Selection of Consultative Committee Working Group Chairpersons and Working Group Deputy Chairpersons

Preamble

A CC President has the authority to appoint Working Group Chairs and (if he/she wishes) Deputy Chairs.

This document describes Good Practices for Selection of Consultative Committee Working Group Chairpersons and Working Group Deputy Chairpersons and Terms of Appointment of Chairpersons and Deputies for Consultative Committee Working Groups. The appointment of Chairpersons or Conveners of CC *ad hoc* Working Groups and other *ad hoc* Committees may be decided by the CC President on a case by case base.

Note: General rules of procedure for Consultative Committees and their Working Groups, including the election and appointment of Consultative Committee Working Group Chairpersons are given in the document CIPM-D-01, Version 1.4 "Rules of procedure for the Consultative Committees (CCs) created by the CIPM, CC Working groups and CC workshops".

Criteria for selection of Working Group Chairs and Deputy Chairs

General Considerations

- The CCWG Chairpersons and Deputy Chairpersons should reflect the global community of NMIs and DIs of the Member States to the extent possible.
- The Consultative Committee Working Groups and Sub-Groups (CCWGs) chairpersons are appointed by the President of the CC. The CC President informs the CIPM about these appointments in his/her yearly report to the CIPM.
- The CCWGs are charged with:
 - advising the CC concerned about all issues in their field of expertise;
 - executing, coordinating, leading and giving direction to the work charged to CCWG by the CC.
- Inasmuch as the CCWGs are the major tools for the CC to carry out its tasks, a very close and direct link between the CC President and the CCWG Chairs and Deputy Chairs is essential. This also facilitates in an efficient way the development of inter-disciplinary contacts, activities and Joint Working Group meetings.

Personal Attributes and Qualifications for CCWG Chairpersons and Deputy Chairpersons

- **Deep Scientific Expertise** – in-depth scientific metrological knowledge and experience in the subject matter area.
- **Demonstrated Ability to Understand General Scientific Metrological Concepts** and ability to discuss and present scientific metrological programs and goals to the CCWG concerned and the CC, as well as to general and scientific audiences.
- **Leadership Capabilities and Requirements**
Each CCWG Chairperson or Deputy Chairperson must be able to:
 - provide authoritative direction and management of a scientific program of work in an area of the Consultative Committee
 - lead people toward meeting CC goals
 - serve as an effective member of a team of “leaders” (in particular in relation to the CC and other CCWG chairpersons and deputy chairpersons)
 - be open-minded, to be fair and even handed.
- **Teamwork and Communication** – demonstrated ability to communicate effectively in English and to build coalitions to achieve goals.
- **Personal Commitment**
 - The CCWG Chairperson and Deputy Chairperson should be able to make a significant commitment of time and energy in organizing, communicating and support of the activities of the CCWG, the CC and the Metre Convention.
 - The CCWG Chairperson and Deputy Chairperson should have the financial resources required to prepare, attend and report about the meetings of the CCWG and, as needed, its Sub-Working Groups.
 - The CCWG Chairperson and, as relevant, his/her Deputy Chairperson should have the financial resources required to attend relevant CC meetings and to report about the CCWG to the CC.
 - CCWG Chairpersons and Deputy Chairpersons should commit themselves to serve until the end of their term. (However, it is understood that unforeseeable reasons can result in their resignation prior to expiration of their terms).

- **NMI/DI Support and Relationship**

- Each CCWG Chairperson and Deputy Chairperson should have support from his/her NMI or DI to serve as a Chairperson or Deputy Chairperson of a CCWG. Each CCWG Chairperson and Deputy Chairperson should maintain a good relationship with his/her National Metrology Institute or Designated Institute throughout their Chairpersonship or Deputy Chairpersonship.

Appointment Procedure and Term of Appointment

- A CCWG Chairperson and, as relevant, Deputy Chairperson is selected and appointed by the CC President concerned after the CC President has reviewed the Personal Attributes and Qualifications, while taking into account the General Considerations.
- Each CCWG Chairperson and Deputy Chairperson is selected/appointed to a term not to exceed four years unless renewed..
- The CIPM will be informed about the appointments of CCWG Chairpersons and Deputy Chairpersons by the Consultative Committee President in their yearly report to the CIPM.