Edition: 23 Mar. 2014

11thbis CITA - Corporate Members Meeting

03 Apr. 2014, 10:00 – 14:00
hosted by CITA / GOCA, Brussels, Belgium

Ref: CM 011bis.00v1

Chairperson: Wim Labro obo Johan Cobbaut, CITA President

1. Opening

(Wim Labro obo Johan Cobbaut)

2. Members present

(Wim Labro obo Johan Cobbaut)

3. Adoption of the agenda

(Wim Labro obo Johan Cobbaut)

4. Approval Minutes Previous Meeting and Report Back by the CITA Secretariat

(Wim Labro obo Johan Cobbaut)

- BP Decision on Voting rights for CMs
- CM Meeting prior to Conference (with BP)

5. CITA 2015 Conference & General Assembly
5.1. General Information by the CITA Secretariat (Wim Labro)

Hosting organisation: Tasjeel-ENOC
Location: Dubai, UAE (United Arab Emirates)
Dates: 14 – 16 Apr. 2015
13 Apr.: CMM meeting with BP + lunch, 12:00 – 13:00

14 Apr., morning	**General Assembly**
14 Apr., morning & afternoon	**Technical Visit**
14 Apr., evening	**Welcome Evening**
15 Apr., full day	**Day 1 Conference Plenary & Workshop Sessions**
15 Apr., evening	**Gala Dinner**
16 Apr., full day	**Day 2 Conference Plenary & Workshop Sessions**
(17 Apr., full day)?	**(Post Forum Social Event under Consideration) ?**

5.2. Sponsoring Policy

(Wim Labro → All Delegates)

- Present Draft Policy
- Discuss content and suggestions

5.3. Other Issues for CMs

(Wim Labro → All Delegates)

- Commercial Area
- Commercial Material
- ...

5.4. Technical Visits

(Wim Labro → All Delegates)

- Views on opportunities to enhance these visits

5.5. Any Other issues Raised by Meeting Delegates

(Wim Labro → All Delegates)

6. Feedback on CITA Events Since the Previous CMM

(Wim Labro → All Delegates)

Working Groups (Europe)

- Evaluation Form

RAGs

- RAG AA meeting, 6 Dec. 2013 Hanoi, Vietnam

Conferences

- CITA Regional Conference Africa, 4-5 Mar. 2014, Cape Town, SA

Future Events

- Published on the CITA Events Webpage
  http://www.cita-vehicleinspection.org/LinkClick.aspx?fileticket=ro4lG2rBqJc%3d&tabid=83
- RAG NA, 3 Jun. 2014, NJ, USA (1 – 2 hour session with BP)
- Regional Conference for C&SA, last quarter 2014 (provisional)

8. Use of CITA Templates and Material for Papers and Presentations

(Wim Labro)

A first concept on a policy for this matter

General:

- Only a cover page for presentations made at CITA events

IN ANY OTHER CASE:

- Subject to written approval by the CITA Secretariat: CITA Executive Director
- In any other case then the one under “General” above, CITA PEs and TEs are not allowed to use the CITA template for presentation at CITA events and none events.
- Any presentation made with CITA material by CITA Members is subject to approval by the CITA Secretariat except if the material is marked as “free for use”.
- Any presentations by CITA Representatives, inclusive PEs and TEs, are subject to approval by the CITA Secretariat.
  - The presentation shall be sent for approval at least one week prior to the date of presentation.
  - Presentation shall be technical informative and not commercially orientated.

8. Any Other Business

(Wim Labro obo Johan Cobbaut → All Delegates)

9. Date and Place of the Next Meeting

(Wim Labro obo Johan Cobbaut)

10. Closure

(Wim Labro obo Johan Cobbaut)