

28 September 2011

Mr Boudissa Nour-Eddine
General Manager
Algerian Organisation of Accreditation (ALGERAC)
17 rue Abdelkader Rakouba
Hussein dey Alger
ALGERIA

Dear Mr Boudissa Nour-Eddine

I am pleased to advise that the application from Algerian Organisation of Accreditation (ALGERAC), for Associate status in ILAC has been approved.

May I offer my congratulations on the outcome of this ballot.

I would also like to take this opportunity to invite representatives of your organisation to participate actively in the General Assembly and in its various committees and working groups. Associates of ILAC are also able to comment and vote on all ILAC documents (refer to Articles of Association 7.2 and Bylaw 7.5.2).

With the granting of Associate membership comes the expectation that, as your accreditation body matures, you will proceed to Full Membership (ie. signatory to the ILAC Mutual Recognition Arrangement). This latter step includes an on-site peer evaluation to establish that all the requirements of ISO/IEC 17011 (2004): *Conformity assessment – General requirements for accreditation bodies accrediting conformity assessment bodies*, are satisfied.

As you are aware ILAC operates through the ILAC Arrangement Council (AC), Arrangement Management Committee (AMC) and four standing committees.

The standing committees are:

Arrangement Committee (ARC)
Accreditation Committee (AIC)
Joint Development Support Committee (JDSC)
Marketing and Communications Committee (MCC)

The ARC and AIC have a number of working groups dealing with various issues within their areas of responsibility. You are entitled to nominate an individual to participate in each standing committee itself and participation in the working groups is open to experts from your organisation or country. Members are, however, reminded of the Rules which, in the interests of efficient and effective operations, ask Members to exercise discretion in limiting the size of each committee to manageable numbers. To achieve this objective, Members are asked to nominate only those individuals who:

- have requisite knowledge and expertise relevant to the particular Committee's needs;
- are prepared to be active members of the Committee and to serve as Convenors of Working Groups if appropriate;
- have the support of their organisations and sufficient funding to permit attendance at in-person meetings – generally one per year (apart from those organised to coincide with meetings of the General Assembly).

Within these guidelines all nominations are accepted for membership of the standing committees.

At each meeting of the General Assembly, the work programs of each committee are defined and endorsed. The normal operation of a committee is to appoint convenors of Working Groups which take responsibility for discrete areas of work. Much of the work of these groups is by correspondence but occasional meetings may be held at the discretion of the participants.

Attached to this letter is the copy of the resolutions made at the most recent General Assembly which defines some of the committee work programs for the next two years.

All ILAC Associates are entitled to nominate a delegate to the Arrangement Council which makes decisions in relation to the ILAC Arrangement, and to vote in accordance with the requirements detailed in Article 7.2 and Bylaw 7.5.2.

The Arrangement Management Committee members are nominated by the various bodies represented on the committee, eg Regional Cooperation Bodies, Unaffiliated Bodies, etc. Nominations are therefore not received from individual members for this committee.

Membership of ILAC attracts an annual fee for Associate members. An invoice for pro-rata membership fees will be sent under separate cover.

Please note that your organisation must abide by the terms of the ILAC Rules-R2 (09/2009) and support the aims and objectives of ILAC as detailed in ILAC R3:09/2009 ILAC Strategic Plan, including recognition and promotion of the ILAC Mutual Recognition Arrangement.

Again, may I offer my congratulations and I look forward to working with you in the future.

Yours sincerely



Annette Dever
ILAC SECRETARY

Enc: — Resolutions 14th ILAC General Assembly 2010