

Health and Safety Laboratory

“Fibre Proficiency Testing Steering Committee”

Agenda for (Virtual) Meeting xx at 10.00am on xxxxx 20xx

1. Apologies
2. Minutes of Previous Meeting
3. **RICE**
 - (i) Review of RICE scheme
 - (ii) Comments/ complaints/ appeals
 - (iii) Rogue slides
4. **AIMS & LACS**
 - (i) Review of AIMS
 - (ii) Review of LACS
 - (iii) Comments/ complaints/ appeals
 - (iv) AIMS general sample discussion
5. **SEMS**
 - (i) Review of SEM scheme
 - (ii) Comments/ complaints/ appeals
6. **AISS**
 - (i) Review of AISS
 - (ii) Comments/ complaints/ appeals
7. Results of Annual Feedback Questionnaire
8. Feedback from FAAM Conference & UKAS TAC
9. Any other business, Improvements/ Issues etc.
10. Date of next meeting - xxxxx 20xx