Standards Council of Canada
Application to Administer a Mirror Committee

1. General information

SCC is responsible for approving administering organizations that accept responsibility for the management of one or more mirror committees on behalf of SCC. Approval as an administering organization demonstrates that the organization is competent, credible and reliable to administer mirror committees.

Once an organization has been approved as an administering organization, the administering organization can submit applications to administer mirror committees on behalf of SCC.

2. Process

- Complete this form and send it, along with supporting documentation to the Standards Council of Canada (isd-eni@scc.ca).

- In the case of a joint application, the primary administering organization should submit the application and identify other administering organizations involved.

- SCC will acknowledge receipt of the request and will provide a response within 4 weeks of receipt. Applicants should be prepared to provide additional information if required.

3. Organization

Organization name	
Main contact name	
Main contact email	
Main contact telephone	

4. Joint applications

Joint applications *For joint applications, list all other administering organizations involved.*		
Organization name	**Contact name**	**Contact information** *(telephone and email)*

Canada

5. Committee details

Committee details *List mirror committee(s) the administering organization wishes to administer.*		
Mirror committee designation *(i.e. ISO/TC 22)*	**Participation status** *(If mirror committee is NP status, an application to establish a mirror committee must also be submitted)*	**Administering organization committee(s)** *(attach membership lists)*

6. Rationale

Current or proposed standardization activities *Describe the planned or current activities undertaken by the administering organization related to the technical activity.*

Resources *Describe the resources that will be provided by the administering organization to support the technical activities both nationally and internationally.*

Engagement with stakeholders *Describe the strategy for engagement with and involvement from relevant stakeholders in the operation of the mirror committee(s). Identify specific stakeholders and their rationale for supporting this application. Provide supporting material including a current/proposed membership list.*

Value of administration *Describe how the administration of the mirror committee would be beneficial to the administering organization and Canada.*

7. Mirror committee administrator

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Organization name	
Administrator name	
Administrator email	
Administrator telephone	

8. Signature

Signature	
Name and position	
Date	

Canada