



ARAC Qualifications & Election for Elected Positions

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ARAC Qualifications for Elected ARAC Positions

1. The purpose of this document is to outline the qualifications for elected positions in ARAC.
2. The elected ARAC positions are the Chair and Vice Chair of:
 - ARAC
 - MLA Committee
 - Technical Committee
 - Promotion Committee
 - Subcommittees when composed
3. The qualifications for these elected positions are as specified below.
4. The responsibilities for the ARAC Chair are given in the ARAC Bylaws. The responsibilities for all other Committee Chairs are given in the respective Terms of Reference. The rights of full and associate members to be elected are given in the ARAC Bylaws.
5. Election of ARAC and Committees Chairs and Vice Chairs
 - 5.1 Nominations for the position of ARAC Chair, Vice-Chair, Committees Chairs and members of the Executive Committee shall be received by the ARAC Secretariat at least one months before a General Assembly meeting. Candidates shall be nominated by an ARAC Full Member. The Chairman shall be considered as elected when he or she obtains at least one half of the votes cast. If more than two nominations are received at any election and a 50 % majority vote is not achieved by one of the candidates, a further vote shall be held between the two candidates who received the highest number of votes in the first ballot. The same rule applies to the election of the Vice-Chairman. The Committees Chairs shall be elected by the General Assembly for a term of two years, and can be reelected once. In any case, the incumbent may serve for a maximum of four consecutive years.

5.2 Where an election is required for the appointment of members of the other Committees, the procedure shall be the same as for the election of the ARAC chairman, except that nominations may be accepted on the day of the meeting of the General Assembly.

All candidates for elected positions must:

- Be members of an accreditation body, except as stated in the ARAC Bylaws, for the technical positions in the subcommittees.
- Possess the ability to direct and administer meetings effectively.
- Possess leadership skills.
- Preferably speak English in addition to the Arabic Language.
- Have financial support from the individual's organization for ARAC activities.
- Be willing to travel.
- Be able to attend the relevant ARAC meetings and those of outside groups to which the person has been assigned.

In addition to the qualifications above, candidates should also meet the following qualifications for each of the specific positions:

Candidates for ARAC Chair and Vice Chair:

- Hold senior position within his/her organization.
- Have a minimum of three years experience in the operation of ARAC and at an executive level in public or private organizations involved in accreditation and/or conformity assessment.
- Possess good knowledge of the international accreditation systems for laboratories, certification bodies and/or inspection bodies.
- Be able to attend all Executive Committee and General Assembly meetings of IAF and ILAC and selected coordination committee meetings (e.g. BIPM, ISO, etc).
- Speak English.

Candidates for MLA Committee Chair and Vice Chair:

- Have occupied a responsible position at public or private organizations involved in accreditation and/or conformity assessment for a minimum of 3 years.
- Possess good knowledge of the international accreditation systems for laboratories, certification bodies and/or inspection bodies.
- Possess good knowledge of the operation of the Multi-lateral Recognition Arrangements.
- Be from a member organization that is an ARAC MLA signatory

Candidates for TC and PC Chairs and Vice Chairs:

- Have occupied a responsible position in public or private organizations involved in accreditation and/or conformity assessment for a minimum of 3 years.
- Possess good knowledge of the international accreditation systems for laboratories, certification bodies and/or inspection bodies.

Candidates for Subcommittee Chairs:

- Possess good knowledge of the specific subject matter covered by the Subcommittee.

Candidates for Committees and Subcommittees Vice Chairs:

- Possess good knowledge of the specific subject matter covered by the Subcommittee.
- Qualifications for Vice Chairs are similar and complementary to those for the Chairs but may have less experience than Chairs. They would acquire increased skills while supporting the Chairs.