



INTERNATIONAL SEED TESTING ASSOCIATION (ISTA)

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Standard Operation Procedure How to become an ISTA Technical Committee Member

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SCOPE

The scope of this document is to explain the procedure for becoming an ISTA technical committee member. This SOP will be distributed to persons interested in becoming a member of an ISTA Technical Committee (TCOM).

RELATED DOCUMENTS

TCOM-D-01-Responsibilities of ISTA Technical Committees

TCOM-F-01-AppFormTCOMmem

RESPONSIBILITY

The Technical Committee decides whether an applicant fulfils the requirements to become a Committee member. The final approval is given by the ISTA Executive Committee.

The application will be sent via the ISTA Secretariat to the ISTA Executive Committee. The committee will provide the Executive Committee with their recommendation and any relevant information regarding the applicant's expertise.

ABBREVIATIONS

SST: Seed Science and Technology

TCOM: Technical Committee

PROCESS DESCRIPTION

General information:

Introduction to ISTA's Technical Committees

The principle objective of ISTA is to develop and standardise methods for sampling seed lots and testing seed quality parameters such as germination, purity, moisture, viability, vigour, varietal characteristics, presence of specified traits and seed health, using the best scientific knowledge available. An important aim is to promote research in all areas of seed science and technology through publication, training programs and meetings.

These tasks are subject-focused in the ISTA Technical Committees where scientists from different research fields and specialists from all over the world work closely together for the improvement of seed testing. The Technical Committees perform comparative studies for validation of test methods, surveys and exchange information about specific issues. A committee may have several working groups on specific subjects composed of experts in the particular field of work. Committees are responsible for the development and improvement of the 'International Rules for Seed Testing', and for ISTA Handbooks on seed sampling and testing methods. The ISTA Technical Committees are also responsible for the organization of training activities, such as workshops and seminars.

List of ISTA Technical Committees

Advanced Technologies

Bulking and Sampling

Flower Seed Committee

Forest Tree and Shrub Seed Committee

Germination Committee

GMO Committee

Moisture Committee

Nomenclature Committee

Seed Health Committee

Purity Committee

Statistics Committee

Storage Committee

Tetrazolium Committee

Variety Committee

Vigour Committee

In addition, ISTA has:

Proficiency Test Committee – responsible for organising and evaluating proficiency testing for ISTA's member laboratories

Rules Committee – responsible for the International Rules for Seed Testing; members of this committee are the chairs of the above Technical Committees

Editorial Board – responsible for the publication of ISTA's scientific journal, Seed Science and Technology (SST)

Seed Science Advisory Group – responsible to provide a link between fundamental research and the use of that research to meet the needs of ISTA members

Wild Species Working Group - At present, the primary goal of this group is to develop proper seed testing methodologies and recommend protocols for testing wild species (with the exception of woody species).

Where to find more information about the ISTA Technical Committees

If you would like to receive more information about the work of the ISTA Technical Committees please visit the 'Approved Working Programme and Membership of ISTA Committees' posted on the ISTA website: www.seedtest.org, or ask the ISTA Secretariat for a copy (email: andreea.militaru@ista.ch).

Information on the organization of the ISTA Technical Committees works can be found in the document "Responsibilities of ISTA Technical Committees"

Who can become a Technical Committee Member

The ISTA Technical Committees welcome scientists of different research fields of seed science and specialists in seed testing from seed testing laboratories, universities, research institutes and companies from all over the world.

How to become ISTA Technical Committee Member

The Technical Committee decides whether an applicant fulfils the requirements to become a Committee member. The final approval is given by the Executive Committee of ISTA.

1. Choose a Technical Committee

From the information regarding the ISTA Technical Committees on the ISTA website choose a Technical Committee which fits in with your expertise and interest.

2. Contact Chairperson

After you have chosen a Technical Committee the second step is to contact the Chairperson of this committee to indicate your interest. Contact details of the Chairperson are available on the ISTA website (www.seedtest.org)

Alternatively send an application and an up to date resumé to the ISTA Secretariat: (email: andreea.militaru@ista.ch). The secretariat will forward these documents to the Chairperson of the chosen Technical Committee.

In your application you should give details of your qualifications and you should explain briefly your position and the technical duties or scientific research you perform at your seed testing station, institute or company. Your application should also include your contact details including name, mailing address, phone and fax number, and e-mail address. Please use the application form from the ISTA webpage (www.seedtest.org).

Upon decision of the Technical Committee Chairperson, your application is distributed within the Technical Committee members in order to decide whether you should be proposed as a new Committee member. It should be noted that in many cases there may not be any vacancies and there could be a waiting list of candidates.

Application for TCOM Membership can be submitted to the Technical Committees or the ISTA Secretariat at any time. New TCOM membership applications can be proposed to the ECOM by the

TCOM any time there is a vacancy and will be approved as soon as possible by the ECOM by email vote. The ISTA Secretariat will coordinate the vote.

If there are no vacancies during the interim period, you may be offered the possibility of membership of a working group within the committee. Working group membership allows you to participate in committee business and demonstrate that you fulfil the requirements for committee membership.

3. Membership approval by the ISTA Executive Committee

If there is a vacancy and the committee decides that you meet the requirements for membership, your application will be sent via the ISTA Secretariat to the ISTA Executive Committee. The committee will provide the Executive Committee with their recommendation and any relevant information regarding your expertise.

The incoming Executive Committee will approve the compositions of the Technical Committees for the next three years term at the time of the triennial ISTA Congress (ECOM meeting of the new ECOM in June in the year of the congress).

4. Contact details are sent to the ISTA Secretariat

If you are approved as a new ISTA Technical Committee Member by the ISTA Executive Committee, your contact details will be recorded in the ISTA Secretariat database, posted on ISTA webpage of the respective Technical Committee and you will receive a Certificate indicating your Technical Committee membership until the end of the current triennium.

5. Additional information

The association appreciates and wants to encourage the free contribution to its technical committees. As a consequence any individual person can become a member of a working group or member of a technical committee without paying any Association membership fees.

ANNEX

none

DISTRIBUTION LIST

TCOM chairs

Website

Persons interested in becoming an ISTA TCOM member

ISTA Secretariat

REVISION HISTORY

| Version # | Changes |
|-----------|--|
| 2.0 | New advisory groups included ECOM approval procedure changed according to ECOM decision |
| 2.1 | Formulation has been changed for more clarity. |
| 2.2 | Update of responsibilities and contacts Wild Species Working Group included |