Improvement of Mirror Regional Committee of ISO/TC 207
COPANT

Report

Regular Reporting on Subproject Progress
Reporting period: 2nd Semester 2015
Report No: 2

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2015-12-15
Abbreviations

NMC – National Mirror Committee

FG – Focal Group
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1. **INTRODUCTION**

- Strengthen the member institutions on environmental issues.
- Strengthen the participation of COPANT members in ISO TC 207

2. **PERFORMED ACTIVITIES**

   **Strategy:** Survey to COPANT members to prioritize the issues to be included in the scope of the regional project

   **1.1 Design of the survey**
   The survey was designed in coordination with PTB Expert (Veronica Garcia Malo), including questions related to all necessary information for next activities on project.

   **1.2 Send the survey to COPANT members**
   The survey was sent to COPANT members on June 29, 2015 and had to be filled out by July 17, 2015.
   The survey is available on this link: [COPANT Survey](#)

   To this date 11 members have filled out the survey, including:

   - Cuba
   - Costa Rica
   - Guatemala
   - Argentina
   - Colombia
   - Bolivia
   - Chile
   - Brazil
   - Dominican Republic
   - Canada
   - Dominica

   **Strategy:** Workshops for information and experience exchanges

   **2.1 Define and develop the concepts of the workshops**
   The information has been processed and analyzed

   **Strategy:** Capacity building (Trainings/Mentoring/Twinning)

   It is proposed to conduct three workshops over 2016 and 2017, aimed to increase the participation of COPANT members in the ISO TC 207, creating the NMCs and improve their operation:
<table>
<thead>
<tr>
<th>Activity/Sub-activity</th>
<th>Goal</th>
<th>Responsible</th>
<th>Participants</th>
<th>Comments</th>
<th>DATE START</th>
<th>DATE END</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.2.1 WORKSHOP 1. Basic Participation in ISO TC 207 - NMC Implementation for ISO TC 207</td>
<td>- Increase the participation of members of COPANT in ISO TC 207 (current share based on the survey: 57%). - Implement NMC for ISO TC 207 in COPANT member countries (current data based on the survey: 52% of the members do not have a CEN for the CT 207).</td>
<td>COPANT</td>
<td>COPANT members who do not participate in ISO TC 207 COPANT members who participate in ISO TC 207 (with or without NMC implemented)</td>
<td>On-site WORKSHOP</td>
<td>01/06/2016</td>
<td>30/06/2016</td>
</tr>
<tr>
<td>2.2.2 WORKSHOP 2. Monitoring Participation in ISO TC 207 - NMC Implementation for ISO TC 207</td>
<td>Track the participation of members of COPANT in ISO TC 207 after WORKSHOP 1 Track the implementation of the NMC for the TC 207 by COPANT members</td>
<td>COPANT</td>
<td>COPANT members who participated in WORKSHOP 1. COPANT IT Platform for Web Conferencing</td>
<td></td>
<td>01/02/2017</td>
<td>28/02/2017</td>
</tr>
<tr>
<td>2.2.3 WORKSHOP 3. Improvement Participation in ISO TC 207 - Management of NMC for ISO TC 207</td>
<td>Improve the effectiveness and efficiency of the participation of members of COPANT in ISO TC 207 Improve the effectiveness and efficiency of management for the implemented NMC for the ISO TC 207 by COPANT members</td>
<td>COPANT</td>
<td>COPANT members who participated on WORKSHOP 1, and WORKSHOP 2, and effectively participate in ISO TC 207 with a NMC implemented Other COPANT members who want to improve the performance of their NMC</td>
<td>On-site WORKSHOP</td>
<td>01/09/2017</td>
<td>30/09/2017</td>
</tr>
</tbody>
</table>

*These proposed activities are under revision by the PTB project coordinator and the PTB external consultant.*
3.1 Define the training and mentoring/twinning activities

Along the mentioned Workshop (2.2.1) it was proposed to carry out the following activities:

<table>
<thead>
<tr>
<th>Activity/Sub-activity</th>
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<th>Participants</th>
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<th>DATE END</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.2.1. TUTORING 1.</td>
<td>Establish tutoring/mentoring relationships between: Experts - COPANT (active/not active) members of the ISO TC 207 COPANT Active members of the ISO TC 207 - COPANT members who are not members of the ISO TC 207 (Tutoring planning, could last up to 12 months maximum)</td>
<td>COPANT ES PTB Experts</td>
<td>COPANT members: Active at ISO TC 207 Not Active at ISO TC 207</td>
<td>Along with activity 2.2.1.</td>
<td>01/06/2016</td>
<td>30/06/2016</td>
</tr>
<tr>
<td>3.2.2. PEER TO PEER COOPERATION 1.</td>
<td>Improve the effectiveness and efficiency of the participation of members of COPANT in the ISO TC 207, through the exchange of experience. (cooperation planning, could last up to 12 months maximum)</td>
<td>COPANT ES PTB Experts</td>
<td>COPANT members: Active at ISO TC 207</td>
<td>Along with activity 2.2.1.</td>
<td>01/06/2016</td>
<td>30/06/2016</td>
</tr>
</tbody>
</table>

These proposed activities are under revision by the PTB project coordinator and the PTB external consultant.

Strategy: Meetings (physical and virtual) of the COPANT FG 207 using COPANT IT tools

4.1 Define the annual plans of COPANT FG 207
The information has been processed and analysed, the FG 207 must establish annual plan for 2016.

Strategy: Knowledge Transfer

5.1 Promote the postings of offers and requests of cooperation between COPANT members on environment management issues
A video for a Mutual Cooperation Mechanism has been made for COPANT members to promote cooperation between them.

Strategy: NMC creation or strengthen activities
6.1 Define and develop the concepts for the NMC creation or strengthen activities

The information has been processed and analysed, and the activities for NMC creation will be included in the activities proposed in WORKSHOP 1, 2 and 3 under 2.1 of the present report.

3. IMPLEMENTATION PROGRESS

The planned activities have been executed apart from some delay on survey information gathering, but the next activities are on schedule.

4. ADJUSTMENT REQUIRED

At this time is necessary to adjust the next activity:

4.1 Define the annual plans of COPANT FG 207

This activity was set to January and February, and should be executed by January and February 2016.

5. NEXT STEPS

Table 1:

<table>
<thead>
<tr>
<th>What?</th>
<th>Who?</th>
<th>When?</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1, 3.1., 6.1. Finish reviewing proposed activities and approve them for implementation</td>
<td>COPANT ES PTB Experts</td>
<td>December 31, 2015</td>
</tr>
</tbody>
</table>

ANNEX

Updated Action Plan as annex