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Standard Operating Procedure

1. Purpose

The EU Directives Committee is a standing committee covering the aims of the Federation in area of contacts and cooperation with EU bodies and cooperation with related associations, organizations and bodies. The Council establishes standing committees. The committee members appoint a Chairman that reports regularly to the Board. The Committee reports to the Board on daily matters. The standing committees are in principle open to members.

2. Scope

The Committee is focused on aim of the Federation cooperation with related associations, organizations and bodies and contacts and cooperation with EU bodies. Contact and as possible cooperation with EU bodies and related associations, organizations and bodies on relevant matters shall be given due attention. The contacts shall be based on competence and as possible on accepted policy documents.

3. Deliverables


- Report about meeting of Explosives Working Group.
- Report about meeting of Notified Bodies.
- Report about other meeting of related associations, organizations and bodies.

4. Responsibilities

Chairman of EU Directives Committee is responsible for:

1. Communication with EU bodies and related associations, organizations and bodies.
2. Participation on meetings of EU bodies and related associations, organizations and bodies.
3. Collecting the new information from this meetings and information related to prospective new EU directives and legislation.
4. Elaboration of Call for Committee meeting with specification of time, place of meeting and draft of agenda and distributing it all Committee members.
5. Elaboration of minutes from Committee meeting and distributing it to all Committee members.

Members of EU Directives Committee are responsible for:

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1. Participation and contribution to the work of the Committee according to decisions, instructions and requirements of the Chairman of Committee and the Committee.

5. Procedure

The Chairman of EU Directives participates on meetings of EU bodies and related associations, organizations and bodies in order to can collect and report the news coming from these meetings and from EU directives and legislation.

6. References

Articles of Association and By-laws.

7. Definitions

EFEE or Federation - European Federation of Explosives Engineers,
 Chairman or Chairman of Committee - Chairman (head) of EU Directives Committee,
 Article of Association - EFEE Constitution,
 Board - other body of the Federation, which consist of the President, the Vice-President, the Past-President, Treasurer and Board members.
 Committee - EU Directives Committee, other body of the Federation,
 AGM - Annual General Meeting, legislature body of the Federation.