

TSDSI Standardization Committee –Terms of Reference

(Draft for GC Approval)

Compiled/Submitted by

TSDSI Standardization Committee

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TSDSI Contact:

K V S Hari, co-Chair, Kishore Babu co-Chair, TSDSI
Standardization Committee

hari@iisc.ac.in, kishore.ygsc@gov.in,

Terms of Reference of the TSDSI GC Standardization Committee

Scope

This committee is established to oversee the activities related to Standardization activities of TSDSI

Objectives

- Create and administer Task Forces of Groups of members and external experts to deliberate on emerging and important topics and provide recommendations to GC.
- On request from GC, review working of Study Groups/Working Groups, TRIP forums and recommend changes if required.
- Oversee Relations with other SDOs as required
 - Enable stronger participation in Global SDOs,
 - Assist Secretariat in implementing TGTA (TSDSI Global SDO Travel Award)
 - Help review proposals for specific activities under the umbrella MoUs
- Oversee the Govt Communications process
- Administer the Vision setting for TSDSI as required by GC
- Annual review of the standardization metrics at TSDSI
- Benchmark against other SDOs

Composition

- The Committee Chair/ co- chairs and members of the committee are appointed as per the process specified in Document SGS-SCS-001 (SOP- Constitution of Standing Committees)
- Representatives of the TSDSI Secretariat shall participate in committee meetings.
- Every 2 years the composition of the Committee will be refreshed
- Any members who leave the GC in between will be replaced using the consultation process

Working Methods

- Committee meetings will be conducted electronically and in person as per requirement.
- Committee meetings will be held at least once every quarter to review status and progress of activities.
- The committee will communicate and progress its activities via email and a shared document repository and collaboration tools as appropriate . An email group will be created for the same.
- The committee will seek input from, provide guidance to, and report to the Governing Council.
- The committee will define annual goals and review at the end of FY.