

QP4: BIM CERTIFIED QUALITY AQUACULTURE PROGRAMME OF WORK PROCEDURE

BIM Certified Quality Aquaculture Management Certification Programme

Purpose

The BIM CQA Programme Lead is responsible for posting the proposed BIM CQA Programme of Work on the BIM Website every six months and reporting on the progress of this work.

The Programme of Work will detail any scheduled development plans and reviews of the BIM CQA Standard and the timetable established for completion of agreed tasks. The progress and any revised timetables along with comment periods will be communicated through the BIM website.

Process

The BIM Technical Advisory Committee (TAC) is responsible for developing and reviewing of the CQA Standards and will seek the opinions of experts to ascertain the feasibility of suggested changes and the viability of key performance indicators, objectives and targets for completion.

The BIM CQA Oversight Committee is responsible for approving the proposed strategy and the targets for changes to the Standard that have been developed by the BIM CQA TAC.

The BIM CQA Oversight Committee will be informed of the intentions of the BIM CQA TAC regarding program objectives, strategy and targets. The BIM CQA TAC will agree and establish a Programme of Work for the BIM CQA Standards.

The BIM CQA Support Team is responsible for setting up a plan that will engage the necessary resources to commence the Programs of Work, agreed to by BIM’s Chair of the Oversight Committee.

The Program of Work will include summary details and timings for any the following Phases:

- a. Expert Consultations;
- b. Development Phase;
- c. Open Comment Periods;
- d. Review of Standards and Comments;

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- e. Standard Agreement; and
- f. Standards Implementation and Training

AMENDMENT LOG

DATE	ISSUE	AMENDMENT	AMENDED BY
April 2018	1.1	Added the next 6 months program of work as follows: <u>April 2018 –July 2018</u> Programme of work is April to July (reflecting current plan in the document)	Vera Flynn

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