



# AP-D006: Terms of Reference for the APAS Technical Advisory Panel

## 1. Scope

- a) This procedure describes the:
  - i. terms of reference that apply to the APAS Technical Advisory Panel (ATAP), and
  - ii. the operation of the ATAP, its composition, roles, and responsibilities.
- b) This procedure applies to the Australian Paint Approval Scheme (APAS), under CSIRO Verification Services (CVS), a division of Infrastructure Technologies (InfraTech), Science Connect. It is to be applied to documents and other information relating to references used in and with the operations of the ATAP.
- c) Use of APAS-related services or reference to them is restricted to financial Members of the scheme. Contact the Executive Officer APAS (EO) for details of Membership.
- d) This document is prepared in a manner compliant with the requirements of AS/NZS ISO/IEC 17065.
- e) APAS® is a trademark registered with IP Australia, owned by CSIRO, the Scheme Owner, and protected under applicable laws. Use of the trademark or the Certification Scheme is prohibited unless prior approval in writing is obtained from CSIRO via the APAS Secretariat.

## 2. Authority and Responsibility

- a) When considering this procedure, the following applies:
  - i. The CVS Group Leader, CVS Executive Officer, and APAS Executive Officer (EO) are responsible for the content of this procedure.
  - ii. The APAS EO is responsible for ensuring compliance to and maintenance of this procedure.
  - iii. Personnel with the authority to carry out activities related to the content of this procedure in the course of their daily activities are responsible for adhering to all the applicable requirements of this procedure.

## 3. Definitions and Acronyms

### 3.1 Definitions

The definition of terms used in this procedure and in the Certification Scheme can be found in APAS document AP-D001. In addition, the following definitions within this procedure shall apply:

<b>Invited Guest</b>	A person whom the ATAP or a Representative request be allowed to sit in on an ATAP meeting in accordance with the rules in 7.3 and 7.4.3 below.
<b>Observer</b>	A person whom a Representative request be allowed to sit in on an ATAP meeting in accordance with the rules in 7.3 below.
<b>Proxy</b>	A person nominated by a Representative to represent them at ATAP meetings due to an inability to attend.
<b>Representative</b>	A person nominated by a Member organisation to represent them at ATAP meetings
<b>Working Committee</b>	A body of one or more persons subordinate to and nominated by ATAP to explore matters under discussion more in depth than able to by the ATAP. Its members may comprise people from different CSIRO divisions or companies that are collaborating on a project that require their particular expertise or time. A working committee nominated by ATAP is allowed to sit in on an ATAP meeting in accordance with the rules in 7.3 and 7.4.3 below.

### 3.2 Acronyms

<b>APAS</b>	Australian Paint Approval Scheme
<b>AS/NZS</b>	Australian and New Zealand Standard
<b>ATAP</b>	APAS Technical Advisory Panel



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<b>CSIRO</b>	Commonwealth Scientific and Industrial Research Organisation
<b>CVS</b>	CSIRO Verification Services
<b>EO</b>	Executive Officer, APAS
<b>InfraTech</b>	Infrastructure Technologies
<b>ISO/IEC</b>	International Organisation for Standardisation and International Electrotechnical Commission

## 4. Referenced Documents

- a) The following standards are referenced in this procedure:
- AS/NZS ISO/IEC 17065** - Conformity assessment: Requirements for bodies certifying products, processes, and services

This document may be purchased through the Reference [Standards Australia website](#).

- b) The following APAS documents and form are referenced in this procedure:
- AP-D001 Rules Governing How APAS<sup>®</sup> Operates
  - AP-D004 Complaint and Appeal Process
  - AP-F019 Application for APAS<sup>®</sup> Technical Advisory Panel (ATAP) Membership (Internal)
  - VS-D001 Verification Services Impartiality Policy
  - VS-IR001 Verification Services Impartiality Risk Register (Internal)

All APAS documents (except those marked Internal) are available for download from the [APAS Documents](#) section of the [APAS website](#).

## 5. Introduction

- APAS is a pre-qualification and 3<sup>rd</sup> party conformity assessment scheme for paint, surface coating, waterproofing and non-paint products, such as glass beads. It is designed to give the greatest confidence to financial Members of the scheme (infrastructure owners/managers, industry stakeholders and industry aligned organisations) that their chosen product will achieve its designed service life when applied in accordance with the manufacturer's recommendations.
- The use of PCCP accredited applicators provides an additional level of assurance that coatings and other materials will be applied correctly and coupled with an appropriate quality assurance process, should minimise the risk of premature failure. The Australian community generally also benefits by better management of asset protection activities and reduced spending on maintenance activities.
- Information about the history of APAS can be obtained from the website at [APAS History](#).
- Public documents related to the scheme can be downloaded from the website at [APAS Documents](#).
- APAS is managed and administered by CVS.
- For further information on the rules governing how APAS operates, refer to APAS document AP-D001.

## 6. The role of the ATAP

- ATAP is a technical body constituted to assist the EO predominantly with, but not limited to, the technical aspects of the Certification Scheme.
- The role and objective of ATAP is to:
  - provide financial APAS Clients and Members with confidence in APAS as a proven and effective outsourced product pre-qualification and 3<sup>rd</sup> party conformity assessment scheme, and
  - assess on an ongoing basis, the composition of the ATAP so that it represents the legitimate technical interests of the industry and the community, and



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- iii. identify on an ongoing basis potential and actual risks to impartiality of and by APAS (including risks from its activities, its relationships, or from the relationships of its personnel, in line with VS-D001) and if identified, report all risks back through to APAS to ensure the risks are eliminated or mitigated through the VS-IR001, and
  - iv. take independent action i.e., informing Leadership and/or Business Unit Directors (whilst maintaining confidentiality relating to the client(s) and the Certification Body and referring to the CSIRO Code of Conduct), if the Top Management of APAS (and/or CVS) do not follow the input from the ATAP regarding the potential or actual risks to impartiality, and
  - v. maintain its knowledge base and expertise in the technical area of paints, surface coating, waterproofing and non-paint product accreditation systems so that APAS is continuously operating at its optimum efficiency and effectiveness, and
  - vi. ongoing review of the effectiveness of the Certification Scheme in achieving its aims and objectives; this review shall occur at least annually.
- c) Records of ATAP deliberations and decisions shall be kept as part of the routine Minutes of the meeting.

**NOTE:** Input that is in conflict with the operating procedures of the scheme and/or Certification Body or other mandatory requirements should not be followed. Management shall document the reasoning behind the decision to not follow the input and maintain the document for review by appropriate personnel.

## 7. ATAP composition, criteria, and application process

### 7.1 General

- a) There shall be three (3) types of ATAP Panellist:
1. **Category A Panellist:** Representatives of APAS Members.
  2. **Category B Panellist:** Representatives of industry stakeholder, industry aligned organisations, employer, professional or learned bodies or associations or training providers that create or support strategic partnerships or alliances that promote and uphold the ideals of APAS (rather than asset owner/managers), with significant interests in the surface coatings industry.
  3. **Category D Panellist:** Temporary members under [clause 7.3](#) below.

**NOTE:** There is no Category C member to avoid confusion with PCCP's Category C (contractor) representatives.

- b) The process for becoming an ATAP panellist is as described in [clause 7.5](#) below.
- c) Although every interest cannot be represented in the ATAP, a balanced representation of significantly interested parties shall be identified, invited to participate, and shall be present so that no single interest predominates, regardless of panellist category type. Participation on the ATAP is voluntary.
- d) ATAP panellists shall show a degree of diversity in relation to geographical locations, experience and skill set regarding relevant product knowledge.
- e) The ATAP shall be comprised of:
- i. a maximum of eight (8) Category A Panellists, and
  - ii. a maximum of five (5) Category B Panellists, and
  - iii. an unlimited number of Category D panellists.
- f) The composition of ATAP shall be such that among Category A Panellists the majority of Members are represented (i.e., Defence, water industry, roads and transport, public housing etc).
- g) The composition of ATAP shall be such that among Category B Panellists, subject to 7.1 e) ii) above, groups with a valid interest shall be invited to participate on ATAP.
- h) Membership of ATAP is restricted to organisations; individuals cannot become panellists on ATAP.
- i) The EO shall establish and maintain a register of ATAP Panellists.
- j) The EO shall be a member of the APAS personnel under CVS and an ATAP Panellist. Any other CVS personnel may attend the ATAP meetings but will not have any voting rights.
- k) ATAP shall choose from its membership a Chairperson whose roles and responsibilities are defined in [clause 9](#) below.



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- l) The ATAP Panellist's organisation has the right to nominate a replacement Representative at any time and shall do so in writing (email) to the EO.
- m) Any ATAP Panellists, not being able to attend a scheduled meeting, shall be entitled to nominate a Proxy to attend on their behalf.
- n) Proxy nominations shall be forwarded to the EO in writing (email) wherever practicable a minimum of five (5) working days prior to the scheduled date of the meeting.
- o) Acceptance of Proxy nominations shall be at the discretion of the EO.
- p) All committee panellists, regardless of category, shall be free from any commercial, financial, and other pressures that may influence any decisions made and voting cast in the course of an ATAP meeting. Any conflict of interest shall be declared in the application process of any potential panellist.
- q) The Certification Body shall retain authority to appoint and withdraw members of the ATAP.

## 7.2 ATAP membership terms

- a) The term of ATAP membership for Category A Members shall be limited to the period that they are financial Members of APAS.
- b) ATAP Panellists from Category B may:
  - i. serve for a maximum period of two (2) years, at the conclusion of which they may re-apply for continuing ATAP membership; or
  - ii. be reappointed for a further two (2) years at the discretion of the EO and/or ATAP chair.
- c) Acceptance of an application for renewal of ATAP membership by a Category B member shall require a unanimous vote by all Category A Panellists.

## 7.3 Temporary ATAP members

- a) At times, depending on whatever specialist issue is under consideration by ATAP, it may become necessary to invite person(s) or committee(s) with special knowledge to contribute to the discussion. In addition to the currently registered ATAP Panellists, the following person(s) shall also be permitted to attend ATAP meetings subject to the rules contained in this document:
  - i. **Proxy:** refer to clause [7.1m](#)) and [7.1n](#)) above and [7.4.3](#) below.
  - ii. **Observer:** refer to [clause 7.4.3](#) below.
  - iii. **Invited Guest:** refer to [clause 7.4.3](#) below.
  - iv. **Working Committee:** refer to [clause 7.4.3](#) below.
- b) **Observer** status is for personnel required to advise ATAP panellists on specialist topics under discussion by ATAP.
- c) **Invited Guest** status is for personnel invited by the ATAP Chair to advise ATAP on specialist topics under discussion by ATAP.
- d) **Working Committee** status is for a body of one or more persons invited by the ATAP panel to advise on matters under discussion.
- e) Requests for Observer attendance can come from any member of ATAP and must be made to the EO in writing at least three (3) weeks prior to the agreed ATAP meeting date.
- f) Requests for Observer attendance shall include details of the proposed Observer – name, affiliation, reason for attendance and qualifications relevant to that reason. Such requests shall be put (electronically) to ATAP Panellists for a decision at least two (2) weeks prior to the agreed ATAP meeting date. The decision shall be made by a simple majority of ATAP Panellists at least five (5) working days prior to the meeting.
- g) Requests for Working Committee attendance can come from any member of ATAP and must be made to the EO in writing (email) wherever practicable at least three (3) weeks prior to the agreed ATAP meeting date.
- h) Observers, Invited Guest(s) and Working Committee members may be present for either part or all of an ATAP meeting as decided by ATAP prior.



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- i) Observers, Invited Guest(s) and Working Committee members are not entitled to a vote.

## 7.4 Participation criteria

### 7.4.1 General Criteria

- a) All Proxies, Observers, Invited Guests, and Working Committee members shall be well briefed as to recent meetings, discussions, and decisions relevant to issues to be discussed at the next meeting. For Proxies and Observers, responsibility for the briefing shall lie with the ATAP Panellist; for Invited Guests and Working Committee members, with the EO and/or ATAP Chairperson, as agreed.
- b) All Proxies, Observers, Invited Guests, and Working Committees shall be well briefed as to the Commercial-in-Confidence requirements of discussions engaged in, prior to, during and after the ATAP meeting. The EO shall obtain written consent to abide by these principles.

### 7.4.2 Criteria for Representatives

- a) In order to be eligible as a Representative, the nominated person shall:
  - i. have regular and close involvement in the specification, selection, and use of coatings (and associated products) and/or painting contractors, and
  - ii. have a good knowledge of the important technical aspects of coatings (and associated products) related to typical major projects undertaken, and
  - iii. have a belief in the positive value of third party (APAS) certification, and
  - iv. support the role and objectives of the ATAP as defined in [clause 6](#) above, and
  - v. have the support of their senior management; this support shall include meeting the financial costs associated with ATAP meeting attendance including time away from their normal role.

### 7.4.3 Criteria for Proxies, Observers, Invited Guests, or Working Committee members

- a) In order to be eligible as either a Proxy, Observer, Invited Guest or member of a Working Committee, a person shall be:
  - i. either an employee or personnel of an APAS Member organisation or of an ATAP Panellist organisation, or
  - ii. a person with specialist knowledge, skills, or experience of relevance to the issues necessitating their attendance but not necessarily an employee or personnel of an APAS Member organisation or of an ATAP panellist organisation, or
  - iii. such other person deemed appropriate by ATAP, and
  - iv. capable of contributing positively for the betterment of the industry to the issue in question.

**NOTE:** These are ideal criteria and are intended as a guide for ATAP Panellists in approving a nominated Proxy, Observer, Invited Guest or Working committee.

## 7.5 Membership process

### 7.5.1 Category A panellists

- a) Upon being accepted as financial APAS Members, the EO shall offer the Member a seat on ATAP subject to restriction in [clause 7.1 e\) i](#).
- b) Should there be no Category A vacancy, and a new Member is willing to take up a seat, the EO shall maintain a waiting list and make offers of a seat in order of receipt of application.
- c) All Members offered a seat on the panel must complete an AP-F019 form (available from the EO by request) and return to the EO. Once received and processed, the EO will inform the Member of their confirmed position on the panel and add the Member to the ATAP Panellist Register.
- d) An AP-F019 form must be re-issued by the EO to each Member two yearly for completion to confirm intention to remain on the ATAP.



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## 7.5.2 Category B panellists

- a) Applications for membership of ATAP can come:
  - i. directly from the applicant organisation, or
  - ii. the APAS Member, ATAP Member or accredited contractor community.
- b) Applications shall be on the AP-F019 form and be considered by ATAP at the next scheduled meeting, subject to restriction in [clause 7.1 e\) ii.](#)
- c) In line with [clause 7.2 b\) & c\)](#), an AP-F019 form must be re-issued by the EO to each Category B Panellist two yearly for completion to confirm intention to remain on the ATAP and then subsequently voted back in unanimously by the ATAP to remain on the panel. Following the vote results, [clause 7.5.3](#) is then followed.

## 7.5.3 Post-application activities

- a) Applications for ATAP membership shall be considered by ATAP either at a scheduled in-person meeting or via a virtual meeting.
- b) Following ratification by ATAP, an offer of an ATAP seat shall be made in writing (email) by the EO on the recommendation of the ATAP.

## 8. Rules for the conduct of ATAP meetings

### 8.1 General

- a) ATAP meetings shall be held a minimum of twice per year.
- b) The future dates for subsequent ATAP meetings are decided on a rolling basis, typically three meetings in advance, and any conflicts are discussed at the time of update at the end of each ATAP meeting. If any issues arise post-ATAP meetings, ATAP members are contacted by the EO to arrange an alternative meeting date.
- c) A quorum is set at 50% of Category A and B Panellists plus an additional member.
- d) Issues for consideration by ATAP can come from specific requests from:
  - i. ATAP Panellists, or
  - ii. the EO, some of which may originate outside ATAP membership.
- e) The Agenda for the meeting shall typically be comprised of the following agenda items:
  - i. Welcome, attendance and apologies
  - ii. Confirmation of the agenda
  - iii. Acceptance of the minutes of the previous meeting
  - iv. Review of any actions arising from previous ATAP meeting(s)
  - v. EO Report
    - i. Business with Notice (including impartiality review)
    - ii. Business without Notice
    - iii. Dates of next meetings
- f) Wherever practicable, six (6) weeks prior to the meeting date the EO shall issue a notice of meeting to Panellists together with a draft agenda and a request for any Business with Notice.
- g) All requests for Business with Notice shall be accompanied by a briefing paper from the proposer, giving members details of the background to, and reasons behind, the issue. If required, it shall also include an appropriately worded resolution for ATAP voting.
- h) Submissions under 8.1 g) above shall form part of the agenda papers distributed to members.
- i) Agenda papers shall be distributed electronically (email) to members wherever practicable three (3) weeks prior to the meeting date.



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- j) The ATAP meeting agenda, any agenda papers, meeting minutes and discussions during the meeting are strictly Commercial-in-Confidence and are not to be divulged to or at any time discussed with persons other than ATAP Panellists.
- k) The ATAP Chairperson shall chair the meeting and the EO (or nominated representative) shall take the minutes.
- l) The EO shall chair the meeting in the absence of the ATAP Chairperson and a nominated representative shall take the minutes on behalf of the EO.

**NOTE:** Where ATAP meetings are held in a virtual environment i.e., via Teams, detailed recording of the virtual meeting shall be sufficient in the lieu of a nominated minute taker. The EO will formulate minutes from the recorded proceedings. All ATAP members present at the time will be informed that the meeting is being recorded for this purpose.

- m) Any ATAP member that has a perceived or actual conflict of interest, bias or risk to impartiality related to any topic that requires discussion during the course of an ATAP meeting shall be excused from the meeting for the period of time it takes to discuss the issue at hand (also refer to [clause 8.3 d\)](#) below).
- n) Minutes of the meeting shall be distributed (as unconfirmed) wherever practicable within at least four (4) weeks of the date of the meeting to all registered ATAP Panellists. Minutes shall not be sent to Proxies, Observers, Invited Guests, or Working Committee members.
- o) Minutes are subject to the Commercial-in-Confidence rules stated in clause 8.1 j) above and are not to be distributed outside ATAP membership.
- p) Upon a request from an ATAP Panellist, the EO shall provide a meeting summary that may be distributed to others outside of the ATAP. This summary shall have all sensitive, Commercial-in-Confidence matters removed or de-sensitised.
- q) ATAP Panellists shall use all available and appropriate resources to promote the benefits of participation in APAS both within their organisations and to the wider community of stakeholders, industry, and the general public.

## 8.2 Extraordinary meetings

- a) Extraordinary meetings of ATAP may be called by the EO or by a majority of ATAP members.
- b) ATAP members shall agree on whether an in-person meeting is required or whether a virtual meeting will suffice.
- c) An Extraordinary ATAP meeting shall be called by the EO whenever there are technical issues of sufficient gravity and urgency to warrant ATAP Panellists incurring costs to attend the meeting.
- d) A formal agenda for an Extraordinary meeting is not required. However, the notice of meeting shall include details of the issues that resulted in the call for the meeting (briefing paper).
- e) The EO shall schedule the extraordinary meeting no more than two (2) weeks from the date of receipt of the briefing paper related to the issues.
- f) [Clauses 8.1 k\) to n\)](#) shall apply to these meetings.

## 8.3 Voting at ATAP meetings

- a) The resolution of issues placed before the ATAP shall, wherever possible, be resolved by mutual consensus for the betterment of the industry.
- b) Where mutual consensus is not possible a vote shall be held.
- c) Each Category A and B ATAP Panellist present shall have only one vote.
- d) Category D attendees shall not be entitled to a vote. If any ATAP member has any perceived or actual conflict of interest, bias or risk to impartiality related to the issue requiring a vote, they shall be excused from the vote due to potential for bias and the rationale for this recorded in the meeting minutes.
- e) The EO shall not be entitled to a vote except in the condition described in 8.3 g) below.
- f) In the event of a tied vote, the Chair shall hold the casting vote, and it shall be in favour of the status quo.
- g) In the event that an issue has the real or anticipated potential to impact negatively on CSIRO's name, business or reputation or places CSIRO in a conflict of interest situation, the EO shall have power of veto over the issue.



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- h) Prior to a vote, the EO or any Panellist can request that the vote be conducted by secret ballot.
- i) The EO shall not be entitled to vote in a secret ballot and as such shall act as the vote coordinator.

## 8.4 Resignations and removals from ATAP

- a) Resignations from ATAP can be either:
  - i. member initiated, or
  - ii. ATAP initiated including the EO.
- b) ATAP Panellist-initiated retirements can be due to internal changes that mean ATAP membership is no longer relevant to the member.
- c) ATAP initiated removal of a member can be due to, but not restricted to, any of the following:
  - i. Failure to maintain its status as a financial Member of APAS.
  - ii. Any breach of the rules governing how APAS operates that can be attributed to the member.
  - iii. Failure to attend two (2) or more consecutive ATAP meetings.
- d) Resignations from the ATAP under 8.4 a) i. above shall be made in writing (email) to the EO.
- e) Resignations from the ATAP under 8.4 a) ii. above shall have first gone through the APAS complaint and appeal handling process (refer to APAS document AP-D004).
- f) Nominations for replacement Category A or B representative shall be ratified by ATAP before the new representative can assume their seat.

## 9. Chairperson of ATAP

### 9.1 Role

- a) The role of the ATAP Chairperson is to:
  - i. maintain a watching brief on technical aspects of the Certification Scheme and ensure it meets its role and objectives, and
  - ii. work with the EO to ensure the Certification Scheme delivers to Members technical outcomes providing the required level of confidence in the scheme, and
  - iii. conduct meetings of ATAP in a professional and thorough manner in accordance with good meeting practices, and
  - iv. liaise with the EO, as required, prior to and after the ATAP meetings to ensure ATAP members have access to all necessary information and are satisfied with the process, and
  - v. ensure all ATAP members adhere to conflict of interest and impartiality principles as indicated in the CVS Impartiality Policy VS-D001.

### 9.2 Selection

- a) The Chairperson shall be chosen by the members of ATAP and be appointed for a maximum two (2) year term (the Term of Office).
- b) The Chairperson shall not serve more than two (2) consecutive terms of office unless an extension to the term is agreed upon unanimously by the panel.





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## Appendix A Document History

Status: Current  
Version: 8  
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Authorised by: Trudy Lennon-Bowers, Executive Officer - CVS

Document Version No.:	Date Published:	Summary of Changes:
8	09-09-2024	<ul style="list-style-type: none"> <li>Document updated in line with 2024 internal audit findings and general document review:               <ul style="list-style-type: none"> <li>Additions/updated: Authority and Responsibility (clause 2); acronyms AS/NZS, CRN, CVS, InfraTech &amp; ISO/IEC (clause 3.2); CVS Impartiality Policy (VS-D001); CVS Impartiality Register (VS-IR001, clause 4 b) iv. &amp; v.); renaming 'ATAP Role' to 'The role of the ATAP' (Clause 5); link [clause 5 d)]; risks to impartiality (clause 6 b) iii. &amp; iv. and NOTE); renamed 'ATAP composition' to 'ATAP composition, criteria and application process' (Clause 7); Rules for the conduct of ATAP meetings became a new section (clause 8) with all subsequent clauses renumbered accordingly (7.6.1 -&gt; 8.1; 7.6.2 -&gt; 8.2; 7.7 -&gt; 8.3; 7.8 -&gt; 8.4 and clause 8 to 9; allowing other CVS members to be non-voting panellists [clause 7.1 j]); updated in line with ISO 17065 clause 5.1.4 and 5.2.2 [clause 7.1 p) &amp; q) &amp; extension of 7.1 c)]; reflect current practise of use of AP-F019 (clause 7.5.1 &amp; 7.5.2); ATAP member conflict of interest, bias or risk to impartiality (clauses 8.1 m), 8.3 d) and 9.1 a) v.); recording of the ATAP meeting for meeting minutes (clause 8.1 l) NOTE)</li> </ul> </li> <li>Minor editorial changes and updates</li> <li>Updated document format in line with CSIRO branding</li> </ul>
7	12-05-2023	<ul style="list-style-type: none"> <li>Updated document to include reference to waterproofing products</li> <li>Removal of clause number from Appendix A</li> <li>Minor format changes</li> </ul>
6	03-03-2022	<ul style="list-style-type: none"> <li>Updated document to be more inclusive of Members as well as Clients, specifically in clauses 3.1 c), 5, 6 and 7.1</li> </ul>
5	11-06-2021	<ul style="list-style-type: none"> <li>Updated APAS website details within document</li> <li>Further defined clause 1 b) Scope</li> </ul>
4	20-10-2020	<ul style="list-style-type: none"> <li>Addition of Appendix A Document History and removal of the Editorial Note previously used in document versions</li> <li>Document brought in line with requirements of AS/NZS ISO/IEC 17065</li> <li>Updated definitions and references in line with the certification scheme</li> <li>Updated internal document references, acronyms, and website details</li> <li>Format update, where applicable</li> <li>Re-ordered clauses to best reflect document</li> <li>Minor updates of clauses 1, 3, 4, 5, 6, 7, 8</li> </ul>
3	15-09-2020	<ul style="list-style-type: none"> <li>Format update, where applicable, specifically the addition of "People + Product = Protection" to Footer</li> </ul>
2	11-03-2020	<ul style="list-style-type: none"> <li>Updated document to the current format</li> <li>General update to reflect current APAS-ATAP practices and amends a number of clauses as a minuted agreed outcome of the ATAP meeting 13/11/2019</li> </ul>
1	16-11-2016	<ul style="list-style-type: none"> <li>Amended meeting frequency in accordance with APAS75 (clause 7.6.1a) and adds control over Extraordinary meetings in 7.6.2</li> </ul>
0	20-07-2016	<ul style="list-style-type: none"> <li>Original version of this document (formerly AP-D113) underwent a major review and renumbered to align with its PCCP equivalent</li> </ul>