



**Commonwealth
Standards
Network**



13 October 2019

Subject: Invitation and draft agenda for Commonwealth Standards Network annual meeting - Caribbean and Americas session

Dear Commonwealth Standards Network contact,

This year, the CSN annual meetings are being held as regional online sessions to accommodate time zone differences across the Commonwealth. I am writing to invite you to attend the CSN annual meeting Caribbean and Americas session that will take place online at **3pm London (GMT +1) on Tuesday 20th October (8am Central Standard time, 9am Eastern Standard time, 10am Atlantic standard time).**

This meeting will be an important opportunity for participants to be updated on CSN progress and it will be crucial for us to gather feedback on how the CSN can potentially adjust the work programme to best support COVID-19 interventions.

Draft Agenda (1hr meeting)

1. CSN General updates
2. CSN Draft Terms of Reference
3. CSN Regional updates with Technical Assistance presentations
4. Potential CSN COVID-19 assistance (attendees invited to provide suggestions)
5. ISO Good Standardization Practice audits
6. AOB

- Join Zoom Meeting: <https://zoom.us/j/91881007714>
- Meeting ID: 918 8100 7714
- Find your local number: <https://zoom.us/u/abTBrMen3x>
- Join by SIP: 91881007714@zoomcrc.com

I look forward to discussing how the CSN can develop to best suit the needs of its membership during these challenging times.

Yours faithfully,

Ben Hedley

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