



Sergio Mujica
Secretary-General

Ref. Council 2022

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TO THE P-MEMBERS OF DEVCO

Next DEVCO Chair – Call for nominations

Dear Members,

I am writing to inform you that, as the incumbent DEVCO Chair no longer fulfilled the requirements in the *Rules of Procedure* to continue serving in that role, Council has decided to initiate the selection process to appoint a new Chair with immediate effect. In the meantime, the DEVCO chairmanship is vacant.

I take this opportunity to thank Ms Mojdeh Tabari, who has retired from INSO (Iran, Islamic Republic of), for her commitment to ISO which she demonstrated in her chairmanship of DEVCO as was recognized by Council at its meeting in February.

In line with [Annex A to Clause 16 of the ISO Rules of Procedure](#) on the nomination process for Chairs of Policy Development Committees (PDCs), you are invited to submit nominations for the role of DEVCO Chair to electionsgov@iso.org by 24 May 2022 (24:00, Geneva time), by sending the following:

- the name and position of the nominee within the member body,
- the ISO governance CV for the DEVCO chair filled in by the nominee (template attached),
- A statement from the member body supporting the DEVCO Chair, committing to support them financially and their investment in time necessary to fulfil their responsibilities.

Information on the personal profile and job description of the DEVCO Chair and the characteristics of the member body supporting the DEVCO Chair are attached at Annex.

At the end of nomination process, CSC/NOM will review the nominations submitted by the P-members of DEVCO. Subsequently, at its June meeting, Council will appoint a new DEVCO Chair through an election process. The successful candidate will start their term, exceptionally with immediate effect, and for the 2023-2024 term.

Best regards,

Sergio Mujica

Enclosures

cc. President
Vice-President (policy)
Vice-President (technical management)
Vice-President (finance)
Treasurer

Annex to Clause 18 of the Rules of Procedure

Personal profile and job description for the DEVCO Chair

DEVCO Chair

The DEVCO Chair is appointed by the Council for a two-year term renewable once.

1. Roles and responsibilities of the Chair

- 1.1 Provides leadership to the ISO Committee on Developing Country Matters (DEVCO)
- 1.2 Supports the implementation and monitoring of the ISO Action Plan for developing countries
- 1.3 Chairs meetings of DEVCO and the Chair's Advisory Group (DEVCO CAG)
- 1.4 Appoints the DEVCO Vice-Chair in consultation with the Chairman's Advisory Group (CAG) and delegates to the Vice-Chair tasks as deemed appropriate
- 1.5 Ensures the work of DEVCO is carried out efficiently.
- 1.6 Promotes constructive debate and effective participation by all ISO members and partner organizations during DEVCO meetings.
- 1.7 Supports effective communication on developing country matters between ISO and ISO members and key stakeholders of ISO.
- 1.8 Participates in the ISO Council and its Standing Committee on Strategy and Policy as a non-voting member.
- 1.9 Represents ISO at national, regional and international events upon request of the Secretary-General
- 1.10 Promotes the importance of International Standards and the role of ISO with regional and sub-regional economic communities
- 1.11 Liaises closely with the Secretary-General.

2. Profile of the Chair

- 2.1 Senior staff officer (ideally CEO or equivalent) of an ISO member body with current employment conditions including:
 - a) Position tenure for at least three years beyond appointment date
 - b) Full-time employment – not a secondment from public service
- 2.2 Familiar with ISO Governance bodies, previous participation in ISO GA and DEVCO meetings. Possibly, having served on the Council
- 2.3 During their term of office, the DEVCO Chair shall not be the representative of a member body serving on the Council or the TMB, neither the Chair or member of the Chair Advisory Group of another ISO Policy Development Committee

- 2.4 Familiar with developing country issues, including those from least developed countries
- 2.5 Recognized chairing skills, such as consensus-building, leadership, impartiality and group dynamics management. Should also be a good communicator in a multicultural environment
- 2.6 Commitment of time required to effectively carry out the role.

3. Characteristics of the ISO member body supporting the Chair

- 3.1 NSB in existence for 10-plus years and with a governance structure that includes a range of diverse stakeholders.
- 3.2 NSB is committed to supporting the Chair financially and their investment in time necessary to fulfil their responsibilities .
- 3.3 NSB's span of activities should encompass at least standardization, sales and promotion, and possibly training, consultancy and/or conformity assessment.
- 3.4 NSB is P-Member of DEVCO and in a number of TCs/SCs to show they have a working knowledge of participating in ISO standards development.