

- 1 Notice of meeting and document circulation guidelines for REMC meetings is provided in the
2 table below:

circulated by the Executive Secretary of the IECRE	circulated by the Member Bodies to the IECRE Secretariat	Timeline	Timeline
draft agendas		three months prior to the REMC meeting	- 12 weeks
Amendments or decisions affecting the Basic Rules or Rules of Procedure		three months prior to the REMC meeting	- 12 weeks
proposals to be considered at the REMC meeting	proposals to be considered at the REMC meeting	eight weeks prior to the REMC meeting	- 8 weeks
meeting documents		six weeks prior to the REMC meeting	- 6 weeks
	other documents, including comments on documents to be considered at the meeting	three weeks prior to the REMC meeting	- 3 weeks
final agenda		two weeks prior to the REMC meeting	- 2 weeks
		Meeting	Week 0
unconfirmed Minutes		one month after the REMC meeting	+ 4 weeks
	comments on the REMC Minutes	within two months of their circulation	+ 8 weeks
	comments received on the REMC Minutes	make visible to members once received	+ 8 weeks
confirmed Minutes		three months after the REMC meeting	+ 12 weeks

3