

CEC Constitution - Guidelines
Record of Changes and Amendments

Revision No.	Date of Revision	Summary of Changes
1	July 2005	New Issue
2	August 2005	GL/13 only – additional first sentence under Part 3.
3	April 2006	Delete ref. To T & A Status in Progress Report
4	May 2006	GL/5 parts 1 & 1.2, GL/13 parts 5 & 6, GL/14 part 9, GL/18 part 4 relating mainly to Test Monitoring. Proforma 6 addition of page 1 footnote.
5	Sep 2006	Revised Proforma 6 Progress Report issue 9. Addition of ref fuels/ oils list and general tidy up.
6	November 2006	Revisions to GL in relation to joining a sponsor group in GL 5 (part 1.1), GL 13 (parts 1,5 & 6,7 &8), GL 15 (part 7). Change to issue number system for proformas contained in guidelines. Proformas 1 to 7 given the same Issue number as Guidelines i.e. Issue 6.
7	February 2007	Revision to GL 4, Item 1, first bullet point referring to Articles on Competition Law.
8	April 2007	GL2 App 1 addition of reference to correlation fluids GL13 Part 3 additional funding rules GL19 Part 2 renaming and renumbering of procedures in line with Statistics Manual
9	August 2007	GL 5 Part 1.1 addition of rules for appointment of non sponsor specialist to reference fluid co-ordinator. GL 13 Part 6 addition of rules for sponsors without own lab facilities GL 15 Part 8 addition of Disclaimer Proforma 2 – addition of other examples of Letters of Intent Proforma 6 – Update of Standards quoted, addition of Test Monitoring option on Page 1
10	March 2008	GL 17 Part 1 change to where the income from sales of sponsored test methods goes. GL17 Part 2.2 change to the requirement for new members of voluntary surveillance groups to now purchase access to the test method, prior to joining Group & attending meetings. GL 1 Appendix 1 – change to ACEA address Proformas 1-7 – addition of Revision Number and Date to titles.
11	September 2008	GL 5 Representation of members by 3 rd parties GL 11 Funding of additional tests at SG stage designed to improve test. Notification email when test finally accepted into CEC. GL 18 Validity of Candidate Test Results
12	October 2008	GL 15, part 7, Note on Voluntary Groups about new members to existing SGs must buy test method first

13	March 2009	<p>GL 4, part 1 change to frequency of Progress Reports and Group Meetings. GL 4, part 4.2, 4.3, 4.4 consistency of wording re consensus.</p> <p>GL5 part 1.1 clarification of membership of sponsored TDGs & SGs and part 1.2 4th bullet point for Voluntary Groups.</p> <p>GL 6, part 3.1 addition of last paragraph</p> <p>GL 11, Note 2, frequency of Progress Reports, Note 4, liability for running early candidate tests and them being declared invalid.</p> <p>Proforma 2 addition of clause to all versions of Letter of Intent in relation to liability for running early candidate tests and them being declared invalid.</p>
14	July 2009	<p>GL5 clarification to 1.1 and 1.2 support by sponsoring tests and part 3, 2nd paragraph, about showing test results outside the Group.</p>
15	January 2010	<p>GL18 addition of part 7, 'Conformance of Candidate and Reference Tests with the Method' introducing the Quality Index technique.</p>
16	May 2010	<p>Improvements to wording of Letters of Intent in Proforma 1 & 2. New version of Progress Report in Proforma 6.</p>
17	August 2010	<p>Amendments to Progress Report Template Appendix 1, including addition of report date & ISO 17025 column. Membership of a Surveillance Group by non-sponsors after a test is developed is added into GL5. Addition of Pre-Meeting of interested tendering parties added to GL10.</p>