

MCERTS for the Direct Toxicity Assessment of Effluents

Steering Committee Terms of Reference

Aims of Steering Committee

The aim of the steering committee is to oversee and guide implementation of the MCERTS performance standard for the direct toxicity assessment of effluents. Following implementation, the steering committee will provide input to, and generally support the future development of the scheme and ensure that the overall scheme continues to operate successfully.

Membership

To ensure the widest coverage while keeping the meetings to a manageable size, two categories of membership have been created:

- **Committee Members**, up to 10 in all, will be invited to attend all meetings.

Committee Members must fulfil one of the expertise criteria list below and be able to commit to attending regular steering group meetings and contributing to the development of the scheme.

Expertise Criteria for Steering Group Committee membership:

- Up to 2 members who are directly involved in the development of the MCERTS for DTA scheme.
- Up to 5 members from MCERTS for DTA approved laboratories.
- Up to 1 member from the trade body representing the approved laboratories (EIC).
- Up to 2 members who have experience of delivering proficiency testing schemes or ecotoxicological validation/ ring-testing.

The membership of the Steering Group Committee will be reviewed on an annual basis (by the group).

- **Corresponding members** will receive copies of agendas, minutes, briefing notes and other correspondence relating to the committee. Corresponding members will be able to comment and raise concerns via the chair.

Membership of the Corresponding group is open to any interested party.

Terms of Reference

The Steering Committee will:

- Support and oversee the progress of implementation of the MCERTS performance standard for the direct toxicity assessment of effluents.
- Ensure effective input from all interested groups.
- Identify areas of the standard, methods or other documents or procedures relevant to the scheme that require further review and/ or development.
- Ensure all agreed developmental requirements are appropriately planned and implemented within the scheme, including incorporation into the standard where necessary.
- Disseminate information regarding the standard and scheme to the wider community.
- Review, provide feedback and provide guidance on any disputes between the approved laboratories and the MCERTS approvers (The Environment Agency).

The steering committee will also be responsible for reviewing the proficiency testing element of the MCERTS scheme (the DTAPS) and providing feedback on design, fitness for purpose, etc as well as dealing with any disputes between the provider (the Environment Agency) and participants.

Meetings

Meetings will be held at least once annually and more often if required.