

Agenda and Minutes

Moderators meeting Tuesday 13th June 2017

1) Cornelia's request to train at JI 1 this year

There will be a space for her to train at the JI1 assessment this year.

We suggest that Suzi Carson will start her training at JI1 level in Jakarta (if that assessment goes ahead).

2) Jakarta planning

Discussion points;

*One more assessor to go to Jakarta/ who?

Melodie will ask George in Hongkong or Carol in Darwin. If they cannot do, then Louisa will be asked.

*Yusni / can she sit JI1 in Australia, HongKong or NZ if need be?

*If George or Carol (or someone else with JI experience from Aus.), can come to Jakarta and join the assessors then Yusni **can** sit in Jakarta. Otherwise she will have to sit elsewhere. We agreed that it was not time to move Suzi Carson up (as previously suggested) to assess JI1 independently yet.*

*Melodies role/ vetting of applications/ assignments.

Melodie will not be involved in the assessment of her candidates.

Susie Lever will vet the applications. She is the Moderator at the assessment in Jakarta.

*Finance and the involvement of the Exec.

We agreed that the Exec have no obligation to pay for any costs but it is all in the Jakartan's interest to cover it all. Melodie has had a meeting with the Exec and they have offered to donate \$1300 towards this to show support for further education of NZ assessors. Susie and Moni think that that \$ 1300 should be spread amongst the assessors ie used as a backup added to the Jakartan contribution and not to be given to just one assessor.

* Report to Geetaji. A full report on the assessment candidates, levels, assessors and results will be written after the assessment and taken to Pune for purchase of Certificates

* A procedure policy to be put in place if this was ever to occur again (bring NZ assessors to foreign country). In what order should things be organised? *We did not come to a decision or not whether this was necessary.*

* Can we get hold of the official letters from Australia and Hong Kong that they have no place for these Candidates (as a backup reference).

Melodie is going to write to the Australian CC chair and George in Hongkong to ask them to send us an official letter that they cannot receive the Jakartan Candidates this year. The letters are to be filed by the A&TT.

Next meeting Wed 28th June at 1.30pm