



INSTITUT INTERNATIONAL DU FROID  
INTERNATIONAL INSTITUTE OF REFRIGERATION

177, boulevard Maiesherbes  
75017 Paris - France

Tel. +33 (0)1 42 27 32 00  
Fax +33 (0)1 47 63 17 98

**IIFIIR.ORG**  
in |  |  |   
iif-iir@iifir.org

## IIR SUB COMMISSION D2 CERTE

### TERMS OF REFERENCE (2021)

#### Background

In accordance with the Scientific Council meeting report of 10 September 1981 and article 10 Chapter 3 of the IIR Internal Regulations, a Sub-Commission of Commission D2 was created and a first version of the Terms of Reference (ToR) was established in Vienna in 2004. Since 2004, this Sub-Commission is **named “Sub-Commission D2 CERTE on Test Stations (Refrigerated Transport)” and is recognized as the main representative forum of the test stations working towards the implementation of the Agreement on the “International Carriage of Perishable Foodstuffs and on the Special Equipment to be Used for such Carriage” (ATP) testing. This Sub-Commission systematically organizes a technical meeting once a year in order to harmonize the practices of official ATP test stations in charge of ATP laboratories, recognized by the UNECE and the Working Party in charge of the ATP agreement. This Sub-Commission has a representation in WP11 in the name of the IIR and presents IIR recommendations at each session of this Working Party and, if necessary, ATP amendment propositions previously discussed by official tests stations or having obtained a technical consensus, been validated and sent to the UNECE WP11 Secretariat by the General Director of the IIR. The present terms of reference aim at updating the previous ones with the new practices adopted by the Sub-Commission since 2014.**

#### Name of the Sub-Commission

The original name of the Sub-Commission was “Test Engineers Group”. The name “D2 CERTE on test stations” is cancelled due to the fact that the meeting of this Sub-Commission is now commonly known as the “CERTE Meeting”. The new name of the Sub-Commission will be “CERTE” as of March 2015.

## Objectives

The objectives of CERTE are:

- to study and propose methods and procedures for the performance assessment of refrigerated or insulated transport vehicles and to exchange information,
- to increase of recognition of test reports on insulated and refrigerated vehicle performance amongst IIR members in line with the ATP agreement and its requirements,
- **to provide advice and recommendations, formulated by the IIR, to the UNECE's inland transport committee and to Working Party 11 regarding Annex 1 of the ATP agreement,**
- to encourage the harmonization of testing and certification procedures and standards,
- to encourage the publication of information through the IIR,
- to represent the IIR at events dealing with the ATP agreement, especially the meeting organized by UNECE.

## Membership

Members of the Sub-Commission are:

- Managers, Engineers and Technicians of the official test stations equipped with laboratory and testing facilities and recognized by UNECE and listed here :  
<http://www.unece.org/fileadmin/DAM/trans/main/wp11/teststations.pdf>
- Representatives of research institutions directly involved in the testing or design of vehicles dedicated to the transport of perishable foodstuffs
- Experts whose knowledge of the subject will benefit the Sub-Commission
- Invited observers from Transfrigoroute International (TI) which signed an agreement with the IIR.

New members can be proposed by the Sub-Commission and should be unanimously approved by the President, Vice Presidents of Commission D2, and the President of Section D of the IIR.

Members are expected to be either national experts designated by their country, individuals or representatives of corporate members of the IIR.

## Commissions involved

The CERTE Sub-Commission is under the jurisdiction of Section D, Commission D2.

## Chairperson, Vice-Chairperson and Secretary

The chairman should preferably be a D2 board member and in any case be in charge of a test station. He should be appointed by the Director of the IIR after consultation of the head of Section D and President of Commission D2.

- Chairperson: Thomas SUQUET
- Secretary: Tobias MYNOTT

## Meetings

The Sub-Commission shall hold at least one meeting per year preferentially before the WP11 meeting. Each year, the President and the Secretary prepare the agenda for the meeting and consult members of the Sub-Commission to identify the topics which can be included in the final agenda. The Chairman sets the final agenda and, in accordance with the hosting organization, the duration of the meeting.

With the agreement of the chairman, any expert able to assist in examining questions on the agenda may be invited to attend any part of the meeting. In that case, the expert is not considered as a member and cannot take part in decisions or Sub-Commission recommendations.

If the Sub-Commission plans a periodic meeting in which only its members take part, the meeting can be organized by a test station in a non-IIR member country, provided that the test station is a corporate member of the IIR and contact is made with the authorities before, during or after the meeting, in order to present the IIR, its role and its services, and to invite the country to become an IIR member country. If a workshop or a conference is associated with the meeting of the Sub-Commission, the test station issuing the invitation should be located in an IIR member country.

A special session of the meeting must be dedicated to ATP problems in order to prepare reports for WP11, in the name of the IIR. This special session will last at least half a day and the chairman is to decide when it takes place in the overall schedule.

At the beginning of the meeting, the chairman decides if another topic proposed by a member can be included or not in the agenda.

## Minutes

Minutes shall be written after each meeting. They are approved by Email. When approved, the minutes are sent to IIR headquarters which officially send them to the secretariat of UNECE in charge of WP11. Minutes contain at least a list of recommendations for WP11 and the names of the CERTE members appointed to represent the Sub-Commission and the IIR at the annual WP11 meeting in Geneva.

## Decision-making procedure to establish a technical consensus for recommendations to WP11

Every effort should be made by the members of the Sub-Commission to reach consensus.

When an official position or a recommendation must be sent to WP11 in the name of the IIR the decision-making procedure is the following:

A written recommendation or an official position has to be submitted to the Sub-Commission members. If at least three objections to the proposed recommendation are formulated, the recommendation shall be considered as not endorsed by the Sub-Commission and cannot therefore be sent to WP11 in the name of the IIR. If less than three objections to the proposed recommendation are formulated, the recommendation shall be considered as endorsed by the Sub-Commission and can then be sent to WP11 in the name of the IIR. If a member states an objection and if the recommendation is nevertheless endorsed by the Sub-Commission, the aforementioned member can ask the chairman to report his objection in the minutes.

Only one vote is allowed per country. The Sub-Commission members of each country shall indicate their voting representative to the chairman before each Sub-Commission meeting.