



NOTICE OF MEETING / DRAFT AGENDA

Number and title of Committee ISO/TC 345 Materials for specialty technologies	
Secretariat AFNOR	Meeting Meeting dates: September 8 th to 10 th , 2026 from 9:00 a.m. to 5 p.m. (Hefei time)
Host SAC	Place Address: No. 566 Huayuan Avenue, Baohe District. Hefei City, Anhui Province China ZOOM: Meeting ID: https://iso.zoom.us/j/91211592355?pwd=M5D1tvbhQAHSE9sHtCcZNuTK4XGkZt.1 Password: 083339 International numbers available: https://iso.zoom.us/j/91211592355?pwd=M5D1tvbhQAHSE9sHtCcZNuTK4XGkZt.1

Additional relevant information on meetings can be found:

- [My ISO job](#)
- [TMB/SMB Guidance on effective virtual and hybrid meetings](#)
- ISO Helpdesk [knowledge base](#)
- ISO/IEC Directives, Part 1, Clause 4 and Annex SK

Committee members have to be registered by using [ISO Meetings](#) to be able to participate.

	Tuesday 8 th of September 2026	Wednesday 9 th of September 2026	Thursday 10 th of September 2026
Morning (9 a.m. to 12:00 p.m.)		ISO/TC 345 AHG 2	ISO/TC 345 plenary meeting
Afternoon (2:00 p.m. to 5 p.m.)	ISO/TC 345 AHG 1	ISO/TC 345/WG 1	

#	Items	Action (e.g for vote for discussion for information)	N-Doc Number*	Approx. time allocated (min)
1.	Opening of the meeting and welcome from host			5 min
2.	Roll call of delegates			5 min
3.	Work environment: ISO Code of Ethics and Conduct	Information	N 002	5 min
4.	Adoption of the agenda	Decision	N 064	10 min
5.	Approval of the report of the last meeting	Decision	N 058	15 min
6.	Appointment of the resolution drafting committee	Decision		5 min
7.	Report of the Committee Manager	Discussion	N*	20 min
8.	ISO/IEC Directives presentation and ISO updates	Information	N*	60 min
9.	Strategic issues / Strategic Business Plan	Discussion	N*	60 min
10.	Subgroups reports	Discussion	N*	60 min
11.	Report on specialty metals and minerals from new P member(s) <i>if any new</i>	Information	N*	TBD
12.	Liaisons with other committees/organizations (reports and review)	Decision	N*	60 min
13.	Discussion on proposals	Discussion		TBD
14.	Items for future work	Discussion		TBD
15.	Next meetings	Decision		5 min
16.	Any other business	Information		TBD
17.	Approval of resolutions	Decision		30 min
18.	Closure of the meeting			5 min