

**Statutes Committee Meeting**  
**Friday April 15, 2016**  
**Braga, Portugal**

**DRAFT AGENDA**

1. Welcome
2. Attendance
3. Previous Meeting
4. Preparation of General Meeting
  - Guidelines for Technical Training Courses and Technical Short Courses – to be incorporated into procedures manual
  - Admission to full membership of Bulgaria
  - Change of Membership for the Japanese Vacuum Society; New Member Society:  
The Japanese vacuum society (JVS) is considering to merge with the Japanese Surface Science society, and discussing to jointly establish a new society. This is a Major change and should be approved by GM20.
5. Other Business
6. Next Meeting and Adjournment