

UACE (SCOTLAND) ADMINISTRATION GROUP

**Friday 30 January 2004 at 11 a.m.
Airthrey Castle, Room 21
University of Stirling
Stirling FK9 4LA**

Dorothy Christie, Group Secretary

Before the business meeting there will be feedback and discussion on the ILA Workshop in Glasgow on 14 January 2004.

Papers are attached under the following headings:

UACE(S)ADMIN(04)01

- 1 Marketing Guidance
- 2 Operational rules and supplementary guidance
- 3 Registration overview
- 4 System overview
- 5 Compliance overview

AGENDA

- 1 Minutes of the previous meeting held on 24 October 2003 (attached)
- 2 Matters arising from the minutes
- 3 Future of UACE(S) UACE(S)ADMIN(04)02 (attached)
- 4 Open forum on CE matters
- 5 Future topics
- 6 Any other business
- 7 Venue, date and time for next meeting