

## Rules for the EFC Approved Course Label Scheme Granted by the European Federation of Corrosion

### GENERAL RULES

1. The EFC is an international non-profit association with the objective to contribute to the general advancement of the science of corrosion and of the corrosion protection of materials.
2. The purpose of the EFC Approved Course Label (hereafter the Label) is to support the education and training of corrosion professionals in limiting the detrimental impacts of corrosion on assets, the environment, and health.
3. The Label is granted to courses reviewed in detail and proposed by EFC Member Societies, who are responsible for the course content and delivery. The course has to be focused on corrosion, corrosion prevention, or corrosion protection.
4. It is not intended that the Labelling Scheme will deliver profits towards the wider activities of the EFC; it is intended, as in clause 2, to support education and training.
5. Any Member Society of the EFC is entitled to apply for the Label. The application comprises submission of a questionnaire on the course governance. It shall be delivered by e-mail to the EFC Scientific Secretary at [roman.bender@dechema.de](mailto:roman.bender@dechema.de).
6. The application is examined by the *EFC Course Endorsement Committee* (hereafter the Committee) composed of four respected volunteers and the EFC Scientific Secretary. Members of the Committee do not receive remuneration or expenses for the examination work. The chair and members of the Committee will be ratified by the Science and Technology Advisory Committee (STAC) at their first meeting after their nomination. The period of membership for the Committee will be three years, which may be extended.
7. The Committee will consider if the course outcomes, content, and governance are appropriate in view of the Label objectives stated above. In case of doubt, the Committee can ask the applicant for additional information. This assessment is to be preceded by the Member Society assessment of the course, the course developer(s), and the tutor(s) before the application, which is expected to be more detailed than any assessment that is appropriate to be undertaken by the Committee.
8. The decision of the Committee is anticipated to be by agreement or will be by a majority vote of all voting members. Committee member(s) associated to a Member Society which applied for the labelling is (are) not entitled to vote. The EFC Scientific Secretary shall not be the chair and shall not vote. The chair shall hold a casting vote under the common convention of having a second vote to be applied only if the first vote by all members (including the chair) results in a tie and further open discussion between the members cannot subsequently resolve the tie. The decision of the Committee is final.
9. The EFC Scientific Secretary shall inform the applicant about the outcome of the assessment within 3 months after the first delivery of the documents by the applicants to the Scientific Secretary.
10. The applicant can start using the Label on the day the labelling fee is paid. The labelling fee is 500 Euro for the first labelled course of a Member Society and 300 Euro for any further course or course re-examination. The labelling fee is non-refundable.
11. Course Label approval shall be valid for 3 years; no annual fee shall accrue.
12. The EFC shall advertise the labelled courses on its web page and elsewhere at no additional charge to the applicant.
13. The applicant is obliged to inform the EFC Scientific Secretary of any substantial change recognized by the Member Society in the course governance or content (e.g., course structure, new or novel content, departure from the present basis of technology or learning) within 2 months after the change occurs. The Committee will decide whether a new examination of the application is necessary. It can decide to revoke the Label.

14. If there is no substantial change in the course governance and content, the applicant Member Society is not obliged to re-apply for the Label after its expiration. The Label may be renewed upon a simple written request addressed to the Committee via the EFC Scientific Secretary and, subject to agreement of the Committee, payment of a 3-year labelling fee. The Committee may determine to call for re-application if there are any doubts relating to the validity of the use of the Label or the course quality and outcomes.

### **TRANSITIONAL PROVISIONS**

15. In the initial period, the labelling scheme is reserved for courses owned, developed, and maintained by European Member Societies of the EFC, or supported by the European Member Societies. In future, the Label may be open to all EFC members.
16. Only European Member Societies of good standing are entitled to apply for the Label.
17. There is an initial reduction of the labelling fee for applications delivered in 2021 and 2022 of 200 Euro per course.
18. The labelling fee scheme shall be re-examined in the future in view of the documented administration costs and advantages provided to the Member Societies.