# Guidelines in Forming a New TC

Dear

We are delighted by your interest in the HSI track and strongly believe that this area of Ergonomics and Human Factors is deserving of formalization as a Technical Committee (TC) within the IEA.

Technical Committees serve as ad-hoc platforms for exchanging up-to-date information and fostering discussion on specific ergonomics topics. You can explore the current list of IEA TCs at the following link: [IEA Technical Committees](https://iea.cc/leadership/technical-committees/).

If you are interested in forming a TC, here are some guidelines to follow:

1. **Initial Membership**: The TC must have at least six members. Executive members should be part of a federated or affiliated national/regional member society recognized by the IEA. The list of federated societies can be found here: [Federated Societies](https://iea.cc/leadership/federated-societies/).
2. **Steps to Establish a TC**:
	* Identify the Chair (and optional Co-chair) for the term 2024-2027.
	* Prepare a brief description outlining the TC’s background and objectives.
	* Develop a plan for the upcoming three-year period (IEA operates on 3-year cycles, aligned with the Triennial World Congress).

Additionally, we are organizing a meeting of the IEA STP committee members (TC chairs, co-chairs, and vice-chairs) in December. While the exact date and time are yet to be confirmed, the meeting will focus on recent activities and planning how we can support TCs in the future.

Best regards to you and your prospective team!