

AFAA – Codes & Standards Policy

Codes & Standards Committee

Committee Makeup: The C&S Committee is composed of 2 Co-Chairs, individuals representing AFAA on various Technical Committees, individuals from the Board of Directors or from general membership.

The intent is to have balanced representation on the C&S Committee, so that no one membership class is dominant.

The Co-Chairs are not permitted to be of the same membership class.

Purpose/Charter: The responsibility of the C&S Committee is to represent the greater interest of the Association involving building, fire, and life-safety codes and standards as well as other matters concerning alarm requirements, regulations, licensing, ordinances, laws (such as ADAAG) and also matters related to other industry associations and organizations (such as SFPE, UL, NICET, etc.)

Committee Operating Methodology: The C&S Committee fulfills its purpose and responsibilities through extensive participation in the codes and standards-making process as well as proactive involvement in other industry related events and concerns.

General Philosophy: Decisions made by the C&S Committee are to be made by a consensus of the committee members. Decisions are to have the good of general membership interests in mind and are to generally promote and support the improvement and reliability of fire alarm system installations and the inspection, testing, and maintenance of those systems.

Proposals, Comments and Positions must initially pass a "Litmus Test" check list. See the following:

- Is it in agreement with the "mission" of the AFAA?
- Will it enhance the safety of the general public?
- Will it elevate the quality and reliability of fire alarm systems?
- Is it unbiased and not favoring a special interest group or member group?
- Is it for the betterment of the Fire Alarm Industry?
- Does it attempt to solve or resolve an identified industry problem?

Role of General Membership: AFAA members may contact any C&S Committee Member (including either or both C&S Co-Chairs) to solicit support/sponsorship for a proposal or action that the member deems would comply with the mission of the AFAA.

Availability of Information: Current C&S activities and related actions are to be posted on the AFAA website under the "Code-Alert" section.

Procedures: Generally, meetings of the C&S Committee are held immediately prior to the AFAA Board meetings and as necessary depending on code cycle activity. Conference calls are convened on an as-needed basis.

C&S Committee reports on all current activities at each Board meeting and Board conference calls.

Review/Oversight Process: Items that are or may be potentially controversial with general membership must be considered and a recommendation put forth to the Board for direction.

Items that are non-controversial and fall into the "common sense" category may be acted upon by the C&S Committee without specific approval from the Board. The Co-Chairs must be in agreement with each other.

AFAA Technical Committee Representatives are to adhere to their responsibilities as outlined in the document "Role and Responsibilities of AFAA Representatives on Technical Committees"

AFAA Technical Committee Representatives are to submit reports to the Chair of their activities from meetings and correspondence.

Prior to being balloted, each AFAA Technical Committee Representative is to make recommendation via email or letter to the Co-Chairs and must receive direction from the Co-Chairs as to how the vote is to be cast (directed vote).

Voting/Balloting: Voting is based on a simple majority of those C&S members that are present at a scheduled C&S meeting. Members do not have to be physically present to vote. Members are considered present and eligible to vote if they attend the meeting in person or via teleconference, video conference, or other electronic means.

Where time allows, certain voting may be conducted via email or fax. It is expected that from the time of the emailing of a ballot request from C&S to the response deadline would not be less than 5 calendar days.