



**MINUTES**

**BOARD OF DIRECTORS MEETING**

**PEACHTREE CORNERS, GA  
Friday, March 22, 2024**

**Approved by the Board of Directors on June 23, 2024.**

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**PRINCIPAL APPROVED MOTIONS**

Board of Directors Meeting

Friday, March 22, 2024

<b>No. - Pg.</b>	<b>Motion</b>
1 – 2	The minutes from the January 21, 2024 and January 24, 2024 BOD meetings be approved.
2 – 2	The Executive Committee recommends that the Board of Directors approve an MOU and work plan (ATTACHMENT A) with AIHA (American Industrial Hygiene Association).
3 – 2	The Executive Committee recommends that the Board of Directors approve an MOU (ATTACHMENT B) with the GCC Standards Organization (GSO).



## MINUTES

### BOARD OF DIRECTORS MEETING

Friday, March 22, 2024

#### MEMBERS PRESENT:

Ginger Scoggins, President  
Dennis Knight, President-Elect  
Bill McQuade, Treasurer  
Billy Austin, Vice President  
Wade Conlan, Vice President  
Chandra Sekhar, Vice President  
Jeff Littleton, Secretary  
Steven Sill, Region I DRC  
Ronald Gagnon, Region II DRC  
Mark Tome, Region III DRC  
Bryan Holcomb, Region IV DRC  
Jim Arnold, Region V DRC  
Susanna Hanson, Region VI DRC  
Scott Peach, Region VII DRC  
Joe Sanders, Region VIII DRC

Jonathan Smith, Region IX DRC  
Buzz Wright, Region X DRC  
Eileen Jensen, Region XI DRC  
John Constantinide, Region XII DRC  
Cheng Wee Leong, Region XIII DRC  
Mahroo Eftekhari, Region XIV DRC  
Richie Mittal, RAL DRC  
Doug Cochrane, DAL  
Blake Ellis, DAL  
Art Giesler, DAL  
Kishor Khankari, DAL  
Luke Leung, DAL  
Corey Metzger, DAL  
Heather Schopplein, DAL

#### GUESTS PRESENT:

Sarah Maston  
Devin Abellon  
Ken Fulk  
Charles Bertuch  
Genevieve Lussier

Sherry Abbott-Adkins  
Bassel Anbari  
Carrie Brown  
Patrick Marks  
David Yashar

#### STAFF PRESENT:

Candace Denton, Sr. Manager - Board Services  
Chandrias Jolly, Manager - Board Services  
Vanita Gupta, Director – Marketing  
Lizzy Seymour – Director – Member Services  
Mark Owen, Director - Publications & Education  
Kirstin Pilot, Director - Development  
Stephanie Reiniche, Director - Technology  
Alice Yates, Director - Government Affairs  
Craig Wright, Director of Finance

Tony Giometti, Group Mgr. - Conferences  
Ragan McHan, Mgr. – Conference Services

**CALL TO ORDER**

The meeting was called to order at 1:00pm.

**VALUE STATEMENT**

Ms. Scoggins read the value statement and advised that the full code of ethics, core values, and diversity statements were available online.

**ROLL CALL/INTRODUCTIONS**

Roll call was conducted; members, guests, and staff were in attendance as noted above.

**REVIEW OF MEETING AGENDA**

Ms. Scoggins reviewed the meeting agenda. *Review of Action Items* was removed from the agenda as there was nothing time sensitive; will be reviewed at a future meeting.

**APPROVAL OF MINUTES**

Mr. Arnold moved and Mr. Constantinide seconded that

1. The minutes from the January 21, 2024 and January 24, 2024 BOD meetings be approved.

**MOTION 1 PASSED** (Unanimous Vote, CNV).

**EXCOM REPORT TO THE BOD – MARCH 14-16, 2024**

Ms. Scoggins reported that ExCom had a very good retreat, and a lot of items were covered.

Ms. Scoggins moved that

2. The Executive Committee recommends that the Board of Directors approve an MOU and work plan (ATTACHMENT A) with AIHA (American Industrial Hygiene Association).

AIHA is an association for scientists and professionals committed to preserving and ensuring occupational and environmental health and safety (OEHS) in the workplace and community.

There was no discussion.

**MOTION 2 PASSED** (Unanimous Vote, CNV).

Ms. Scoggins moved that

3. The Executive Committee recommends that the Board of Directors approve an MOU (ATTACHMENT B) with the GCC Standards Organization (GSO).

GSO is the Gulf States standards organization, representing all the major countries in the Middle East. An MOU with GSO is an opportunity to promulgate ASHRAE Standards throughout the Middle East.

There was no discussion.

**MOTION 3 PASSED** (Unanimous Vote, CNV).

Ms. Scoggins reviewed the information items from the report. The full report was attached to the agenda.

### **MARKETING UPDATE**

Ms. Gupta provided a marketing update on activities for calendar year 2024. The full presentation was attached to the agenda.

Mr. Khankari commended and thanked Ms. Gupta and her team for their work.

Mr. Gagnon asked if MP ads could be translated into French.

Ms. Gupta advised that they could be. Mr. Gagnon volunteered to assist with the translation.

### **EXECUTIVE SESSION**

Executive session was called at 1:27pm.

Open session reconvened at 1:51pm.

### **FUTURE OF THE ANNUAL/WINTER MEETINGS BREAKOUT DISCUSSIONS**

Mr. Littleton reminded the BOD that beginning in 2031, every other year, Winter Conference dates will be in early March. The question we are grappling with is will attendees go to two major conferences in 4 months. If the answer is no, the Annual Conference will likely suffer.

He advised that this change was also an opportunity for Society to think outside the box. Society has had the same Annual/Winter Conference structure for forty years and this could be an opportunity to do something new.

He reported that the change was discussed in terms of 2031, but the first early March date would be in 2029. The 2029 date was approved previously, before the recent decision to have an early March date in Las Vegas every other year.

Ms. Scoggins advised that the scenarios attached to the agenda were not the only options. She advised that a final decision would not be made at this meeting. The goal of the breakout discussions was to determine which scenarios the BOD was in favor of so staff could do a deeper dive.

Ms. Seymour reviewed the presentation attached to the agenda.

She reported that staff was currently working to contract the 2027 and 2028 Annual Conferences and general chairs for some regions were already working on 2026 and 2027 CRCs.

She advised that the Conference Team was excited to try something new for Society conferences. The scenarios provided were meant to serve as starting point for discussion.

She reported that Society currently makes money on the Winter Conference and loses money on the Annual Conference. Normally, the Winter Conference earns enough to make up for Annual Conference losses.

Ms. Schopplein expressed concern over the reaction of TC members. Leadership should be careful not to alienate members.

Ms. Seymour suggested that making changes to the conference structure was a great opportunity to integrate the TCs into Society's topical conferences more. Technical activities could also be increased at the Winter Conference and/or condensed and streamlined at the Annual Conference.

Mr. Littleton encouraged BOD members to think outside the box and Society traditions. He advised that there were many ways to approach this change. For example, some organizations' society year is different from their fiscal year.

The BOD divided into small groups for discussion. When the group reconvened, an ExCom member from each small group summarized their group's discussions. A summary is below:

*(Scoggins) The group preferred option three. Option three seemed to be more efficient and it is a good idea to have everyone (chapter leadership and the technical side) together at one event. Region's Day is a great idea. Suggest the possibility of a topical conference tied to the leadership conference. Nominations timelines would need to change. The leadership and technical conference event could rotate. Hotels in early March will be more expensive because of spring break.*

*(Knight) The group did not pick a preferred option as there were members in favor of all three. Agree that this is a great opportunity to rethink conferences. Some members expressed concern over TCs and technical programs and suggested that a technical program was needed at every meeting. Suggested that the fall meeting be a leadership conference with a training and education focus. There were varying opinions on mega CRCs. Mega regional CRCs were suggested.*

*(McQuade) The group did not reach a consensus. Some consolidation of CRCs would provide opportunities to standardize training and processes. How would a fall conference impact students and academics? The opportunity of option three is bringing the technical and grassroots sides together. Do we keep our current structure and move the annual conference to July?*

*(Austin) The group did not reach a consensus. The grassroots and the technical side need equal focus. Centralized meetings for international travelers would not be practical and would be a major cost increase. The group liked a leadership conference in the summer/fall and a meeting in the winter. In favor of the suggestion that staff support CRCs the way local chapters are supported for the Annual Conference.*

*The March conference should be referred to as the Annual Conference.*

*Normally, the members of the group are for change, but this change is for a group of meetings in the 2030s. Do we want to shake things up radically for a group of meetings in the 2030s? What happens if we get feedback that the Vegas dates will shift again? Would we radically shift again?*

Ms. Scoggins asked that the group leaders send comments to Ms. Seymour for consideration as options are vetted further. She advised that the BOD would discuss this item further in Indianapolis.

She thanked the BOD for their great feedback.

**UPCOMING MEETINGS**

Ms. Scoggins reviewed upcoming BOD meetings.

**ADJOURNMENT**

The meeting adjourned at 2:59pm.

A handwritten signature in black ink, appearing to be 'JH Littleton', with a horizontal line extending to the right.

Jeff H. Littleton, Secretary

**ATTACHMENTS:**

- A. Proposed AIHA MOU and Work Plan
- B. Proposed GSO MOU





## **Memorandum of Understanding ASHRAE and AIHA**

Founded in 1894, ASHRAE, Atlanta, Georgia serves humanity by advancing the arts and sciences of heating, ventilation, air-conditioning, refrigeration, and their allied fields. The ASHRAE vision is a healthy and sustainable built environment for all.

Founded in 1939, AIHA is the association for scientists and professionals committed to preserving and ensuring occupational and environmental health and safety (OEHS) in the workplace and community. The AIHA vision is a world where all workers and their communities are healthy and safe.

ASHRAE and AIHA agree to support the Memorandum of Understanding to advance and promote the mutual interests of their respective members. We are committed to working together toward on the following activities and goals:

### **CONSISTENT LEADERSHIP COMMUNICATION**

Recognizing the importance of communication in organizational collaboration, both organizations commit to hold a liaison meeting annually (either in person or via conference call) of designated ASHRAE/AIHA senior representatives to:

- Ensure ongoing advancement of collaborative projects.
- Keep each respective organization informed of major initiatives.
- Discuss new opportunities for collaboration.

ASHRAE/AIHA shall take responsibility for initiating the first annual liaison meeting. Action items with assigned responsibilities shall be recorded at each meeting. The parties responsible for ensuring this MOU is actively pursued through the term of the agreement are:

#### **For ASHRAE:**

Jeff Littleton  
Executive Vice President  
ASHRAE  
180 Technology Parkway  
Peachtree Corners, GA 30092  
Phone: 404-636-8400  
Email: [jlittleton@ashrae.org](mailto:jlittleton@ashrae.org)

#### **For AIHA:**

Lawrence Sloan  
CEO  
AIHA  
3120 Fairview Parkway Dr., Ste 360  
Falls Church, VA 22042  
Phone: 703-849-8888  
Email: [lsloan@aiha.org](mailto:lsloan@aiha.org)

## **CONFERENCES AND MEETINGS**

Each organization agrees to provide the other with a meeting invitation and two complimentary VIP registrations to the primary annual meeting.

ASHRAE and AIHA agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.

Where mutually beneficial, each organization shall help publicize the other organization's meetings and promote attendance.

## **CHAPTER COLLABORATION**

ASHRAE and AIHA agree to coordinate promotion of joint grassroots meetings of respective members. Exchange of Chapter/Section leader contact information will be considered as one way to accomplish this objective.

## **ADVOCACY**

Where mutually beneficial and to the extent allowed by laws and corporate policies, ASHRAE and AIHA agree to work together on common public affairs goals and ideologies. During annual liaison meetings, public affairs strategies will be discussed, and common goals identified. Collaborative opportunities to be considered include:

- a) Joint promotion of codes and standards at the local, state, and federal levels.
- b) Promoting mutually beneficial positions during the development and passage of state and federal legislation.
- c) Education of legislators on issues important to the members of each organization (targeting those that directly impact public and occupational health, such as indoor air quality and pandemic preparedness and response)

## **PUBLICATIONS**

Recognizing that electronic and print publications are a primary means of disseminating new technologies, trends, and practices, ASHRAE and AIHA agree to:

- a) Provide at least one complimentary subscription of the primary membership periodical to be received at the headquarters location of the other organization.
- b) Explore opportunities to jointly produce publications of mutual benefit.
- c) Use periodicals to promote the other organization's events, publications, and other activities.
- d) Create reciprocal discounted pricing on ASHRAE standards and AIHA publications (i.e., consider setting up AIHA as an ASHRAE standards distributor).
- e) Explore feasibility of creating new guidance documents that help interpret relevant ASHRAE standards vis-a-vis industrial hygiene/OEHS practice.
- f) Offer opportunities for thought leaders from each organization to be featured in the other organization's magazines and journals.

- The ASHRAE Journal includes a periodic column entitled, 'IAQ Applications'. Extend AIHA an opportunity to provide up to three (3) articles per calendar year.
- For the AIHA Synergist and the Journal of Occupational and Environmental Health (JOEH), extend ASHRAE a corresponding opportunity to submit articles from a mechanical engineering perspective.

## **EDUCATION**

As leading providers of conventional and online educational services and in recognition of the vital role professional development has for our respective members, ASHRAE and AIHA agree to:

- a) Cross-market educational offerings and the regional, national, and international levels.
- b) Explore opportunities to co-develop new courses or other training programs that take advantage of overlapping and complimentary expertise between ASHRAE and AIHA.
- c) Discuss ways that certifications programs can be jointly developed or promoted.
- d) Co-host conferences related to IAQ. Explore the idea of a periodic “ASHRAE track” at AIHA’s annual conference (AIHA Connect). Similarly, explore the idea of a periodic “AIHA track” at an ASHRAE annual meeting.
- e) Offer up to two (2) complimentary full-access registrations (consider earmarking for the CEO/Exec VP and Board Presidents) for one (1) annual event hosted by each organization.

## **TECHNICAL ACTIVITIES COORDINATION**

ASHRAE and AIHA agree to foster technical cooperation in areas of common interest by:

- a) Offer opportunities for selected representatives of each organization to participate in the other’s technical committees, task forces, etc. where interests align and intersect (if voting privileges cannot be extended, consider a “corresponding” member” status). This includes opportunities for each other’s members to provide input and peer review on reports, articles where appropriate.
- b) Related to (a), establish official AIHA liaison representatives on key ASHRAE and AIHA technical committees. As an example:
  - For AIHA, IAQ Task Force and IEQ Committee
  - For ASHRAE, Environmental Health Committee, 62.1, 62.2, and 241

## **RESEARCH**

Recognizing the importance research plays in accelerating the transformation to a more sustainable built environment, ASHRAE and AIHA agree to:

- a) Promote research in areas where research results will add to the body of knowledge and support respective Society initiatives.
- b) Disseminate research results quickly, focusing on high-impact findings.
- c) Identify opportunities for research funding from other sources.

#### **LOCAL COMPONENT COLLABORATION**

- a) Provide opportunities for AIHA and ASHRAE members to speak at meetings of ASHRAE chapters and AIHA local sections.
- b) Explore opportunities to co-host joint meetings of domestic ASHRAE local chapters and AIHA local sections in selected metropolitan areas.

#### **PUBLIC OUTREACH / COMMUNICATIONS**

- a) Commit2Care.org (focus on protecting workers and communities from airborne transmitted diseases). Have ASHRAE be a non-paying Partner. Offer opportunities for ASHRAE subject matter experts to contribute to Commit2Care e-newsletter, blogs, webinars.
- b) For other public-facing publications developed by each organization, communicate externally through various channels (e.g., e-newsletters, web, social media)

#### **TERMINATION**

Either party may terminate this MOU, with or without stated cause, upon providing the other party with thirty (30) days written notice of intent to terminate.

#### **TERM**

The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of three (3) years unless extended at that time by written agreement.

#### **LEGAL STANDING**

This MOU reflects a commitment by ASHRAE and AIHA to continue and enhance their working relationship and individual efforts toward achieving mutual objectives described above. It does not create a binding obligation or agreement between the two organizations, and neither organization has an obligation to negotiate toward or enter into a binding written agreement. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship, or similar relationship between ASHRAE and AIHA. Furthermore, it is understood that this Memorandum of Understanding is conceived as a dynamic document, meant to change as circumstances and priorities warrant. It may be modified or amended by written agreement between both organizations.

**FOR ASHRAE**

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Printed Name/Title

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Signature

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Date

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Printed Name/Title

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Signature

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Date

**FOR AIHA**

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Printed Name/Title

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Signature

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Date

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Printed Name/Title

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Signature

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Date

**Work Plan  
in Support of  
2024 Memorandum of Understanding  
ASHRAE and AIHA**

Continued work on new MOU that specifies and tracks actionable deliverables (Larry Sloan to lead efforts with ASHRAE's Treasurer, Bill McQuade).

<b>ADVOCACY / GOVERNMENT AFFAIRS</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Work together on common policy affairs and ideologies.	Yates/Ames	As needed	
Promote mutually beneficial position on state and federal legislations.	Yates/Ames	As needed	
Collaborate and prepare joint education to legislators/regulators on issues of mutual importance.	Yates/Ames	As needed	

<b>MEMBERSHIP / PUBLICATIONS</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Provide complementary association memberships to AIHA CEO and ASHRAE EVP each year.	Littleton/Sloan	Annually	
Provide one (1) complimentary subscription of each org's primary periodical (printed and/or digital access) – AIHA's The Synergist and ASHRAE's Journal.	Owen/	Annually	
Explore cross-marketing each organization's publications where appropriate	Owen/		
Explore reciprocal articles in each organizations journal or newsletters.	Chaplin/	Quarterly	

<b>EDUCATION / MEETINGS</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Discuss cross-promoting relevant education to each other's organization.	Gupta/	As needed	
Explore the idea of a periodic "ASHRAE Session" at AIHA's annual conference (now known as "AIHA Connect"). Similarly, explore the idea of a periodic "AIHA session" at an ASHRAE annual meeting.	Giometti/	Annually	
Offer up to two (2) complimentary full-access registrations (consider earmarking for the CEO/Exec VP and Board Presidents) for one (1) annual event hosted by each organization.	Keller/	Annually	
Explore opportunities to co-develop webinars / new courses on topics of mutual interest	Owen/Sloan		
Explore co-sponsorship or endorsement of relevant conferences where mutually beneficial.	Giometti/	to be held in Montreal in Sept 2025	

<b>WORKTECHNICAL ACTIVITIES</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Offer opportunities for selected designees of each organization to participate in the other's technical committees, task forces, etc. where interests align and intersect. This includes opportunities for each other's members to provide input and peer review on reports, articles where appropriate.	Reiniche/Sloan	Annually	<ul style="list-style-type: none"> <li>a. Environmental Health Committee (EHC)</li> <li>b. 62.1 (Ventilation and Acceptable IAQ)</li> <li>c. 62.2 (Residential IAQ)</li> <li>d. 241 (Control of Infectious Aerosols)</li> <li>e. TC 1.12 (Moisture in Buildings)</li> <li>f. Standard 55 - Thermal Environmental Conditions for Human Occupancy</li> </ul>
Establish official AIHA liaison representatives on key ASHRAE and AIHA technical committees where there would be interest in both memberships in participation.	Reiniche/Sloan	Annually	

<b>LOCAL COMPONENT COLLABORATION</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Consider opportunities for AIHA and ASHRAE members to speak at meetings of ASHRAE chapters and AIHA local sections.	Seymour/AIHA	As Needed	
Explore opportunities to co-host joint meetings of domestic ASHRAE local chapters and AIHA local sections in selected metropolitan areas	Seymour/AIHA		

<b>PUBLIC OUTREACH / COMMUNICATIONS</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Commit2Care.org Explore: - Having ASHRAE be a non-paying Partner. - Featuring ASHRAE subject matter experts on future Commit2Care webinars, e-newsletter articles, blogs			
Consider collaboration on technical guides on pandemic response that includes how the new Standard 241 fits in as a component with the other IH risk controls			
Explore how ASHRAE/AIHA can address needs of vulnerable workers. Industry sectors include nursing homes, veterans' homes, long-term care, daycare facilities, blue collar manufacturing, and retail.			

<b>RESEARCH</b>			
<b>ACTIVITY/TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>TIMING</b>	<b>STATUS and COMMENTS</b>
Consider development an Excel equivalent clean air calculator	Reiniche/McClellan		



Draft

**Memorandum of Understanding**  
Between  
**The GCC Standardization Organization (GSO)**  
And  
**American Society of Heating, Refrigerating and Air-Conditioning  
Engineers (ASHRAE)**

**Preamble**

This Memorandum of Understanding (this “MOU”) is dated xxxxx , 2024 (the “Effective Date”) by and between the:

**GCC Standardization Organization (GSO)**, with its principal place of business at the Diplomatic quarter, Riyadh, Kingdom of Saudi Arabia, 11691,

and

**American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)**, with its principal place of business 180 Technology Parkway NW Peachtree Corners, GA 30092, USA.

**WHEREAS**

**GCC Standardization Organization (GSO)** is recognized as a non-profit, intergovernmental Standardization Organization, established in 2001 and started its operation in 2004, comprising of member states countries namely United Arab Emirates, The Kingdom of Bahrain, The Kingdom of Saudi Arabia, The Sultanate of Oman, The State of Qatar, The State of Kuwait, and the Republic of Yemen. The mission of GSO is to assist the Cooperation Council for the Arab States of the Gulf (GCC) to achieve the objectives set forth in its Charter and in the GCC Economic Agreement by unifying the various standardization activities and following up implementation and compliance with the same in cooperation and coordination with the standardization bodies in the Member States (NSBs) to develop the production and service sectors, foster the intra-GCC trade, protect the consumer, environment and the public health, enhance the GCC economy and its competitiveness and meet the requirements of Gulf Custom Union and Gulf Common Market.

**The American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)** founded in 1894, is a global society advancing human well-being through sustainable technology for the built environment. **ASHRAE** and its members focus on building systems, energy efficiency, indoor air quality, refrigeration and sustainability within the industry. Through research, standards writing, publishing and continuing education, ASHRAE shapes tomorrow’s-built environment today. ASHRAE was formed as the American Society of Heating, Refrigerating and Air-Conditioning Engineers, with more than 50,000 members from over 132 nations, by the merger in 1959 of American Society of Heating and Air-Conditioning Engineers (ASHAE) founded in 1894 and The American Society of Refrigerating Engineers (ASRE) founded in 1904.

## **NOW, THEREFORE,**

**GSO and ASHRAE** (hereinafter collectively referred to as the "Parties", and each individually as a "Party") committed to working together to strengthen their cooperation and mutual exchange with a Memorandum of Understanding, toward on the following objectives and activities:

### **Article 1 Objectives**

**GSO and ASHRAE** agrees to accomplish the following goals:

- To promote communication, cooperation, and exchange of information about standardization and related activities between the Parties.
- To collaborate on the broad objectives through various initiatives, workstreams, consultation forums, proof of concept exercises, pilots, and pertinent joint activities.
- To promote mutual understanding of the roles, functions, and specialization of each Side.
- To promote awareness and capacity-building programs in the field of standardization and related activities.
- Exchange of notifications relating to all new proposed standards, technical regulations, and conformity assessment procedures at early stage.
- Cooperation aiming at relevant participation to GSO's regulatory process.

### **Article 2 Scope of Cooperation**

#### **1- Standards, Technical Regulations, and Conformity Assessment**

- The two Parties promote the use of international standards to boost mutual trade.
- Exchanging catalogue of the standards that are published by each Party.
- Exchanging annual work programs and plans of standards, and of the international technical committees of priority interest in each region.
- Exchanging technical guides and other technical documents published by each Party in the fields of conformity assessment, where possible.
- Encourage members in each organization to participate on technical committees and task forces.
- Both parties provide opportunities to participate in and comment on proposed standards, technical regulations, and guidelines.
- Both Parties seek to foster mutual recognition of applicable conformity assessment procedures in accordance with the guides and documents of the specialized international organizations.
- Harmonizing both parties' standards related to HVAC, heat pumps between the two regions, and in adopting common positions at international for the benefit of global trade and consumers in general.
- Explore mutually beneficial ways to translate ASHRAE publications into Arabic.

## 2- Research & Statistics

- Promote joint research in areas where research results will add to the body of knowledge in fields of mutual interests.
- Identify opportunities for research funding from other resources.
- Exchange of Data and research and studies statistics ASHRAE conducts or sponsors from economic analyses to investment, business, industry, and trade policy.

## 3- Capacity Building and Exchange of Information

- GSO (through GCC Standardization Training Center) and ASHRAE undertake to cooperate in organizing seminars, workshops, conferences, Joint awareness programs, and symposia on public policy and mutual issues.
- Explore opportunities to co-develop new courses to be delivered by both parties.
- Discuss way that certifications program can be jointly develop or administrated.

## 4- Exchange of Experts & Project Teams

Exchange of Experts: The Parties agree to exchange experts with a view to enhancing the objective of the MoU to boost the activities relating to standards, certification, research & statistics, capacity building, and exchange of information.

Project Teams: The Parties recognize the importance of open communication in the furtherance of the Broad Objectives and are committed to providing continued, high-level support from their respective organizations. In furtherance of this, the Parties will form a project team that will begin to work together. Notwithstanding the foregoing, neither Party is ultimately obliged to enter into one or more definitive agreements.

### Article 3

#### **Expenses**

The expenses incurred in connection with the cooperative activities under this MoU will be covered in accordance with the terms mutually agreed upon by the Parties and subject to budgetary availability.

### Article 4

#### **Term and Termination**

- This MoU will come into effect from the date of signature and will remain in effect for five years and is automatically renewable for a similar period or periods unless one of the Parties' requests in writing its termination giving six months' notice.

### Article 5

#### **General Provisions**

- Any issues arising from the interpretation or implementation of this MoU will be settled through consultations between the Parties or such other

means as they may mutually decide.

- The Parties agree to regularly review this MoU to ensure that it meets its goals, and that MoU may be amended and supplemented by mutual agreement for expanding the cooperation.
- No amendments to this MoU are allowed by the Parties without prior written agreement of the other Side.
- Each party will designate a liaison officer who will be responsible for communication continuation on this MoU.

Issued in ....., .... on the ...../...../2024, in two original copies in the English language.

<p><b>GCC Standardization Organization</b> (GSO)</p>	<p><b>American Society of Heating, Refrigerating and Air- Conditioning Engineers</b> (ASHRAE)</p>
<p>Mr. Saud Alkhusaibi President</p>	<p>..... .....</p>