

ICC REGIONS TOOLKIT

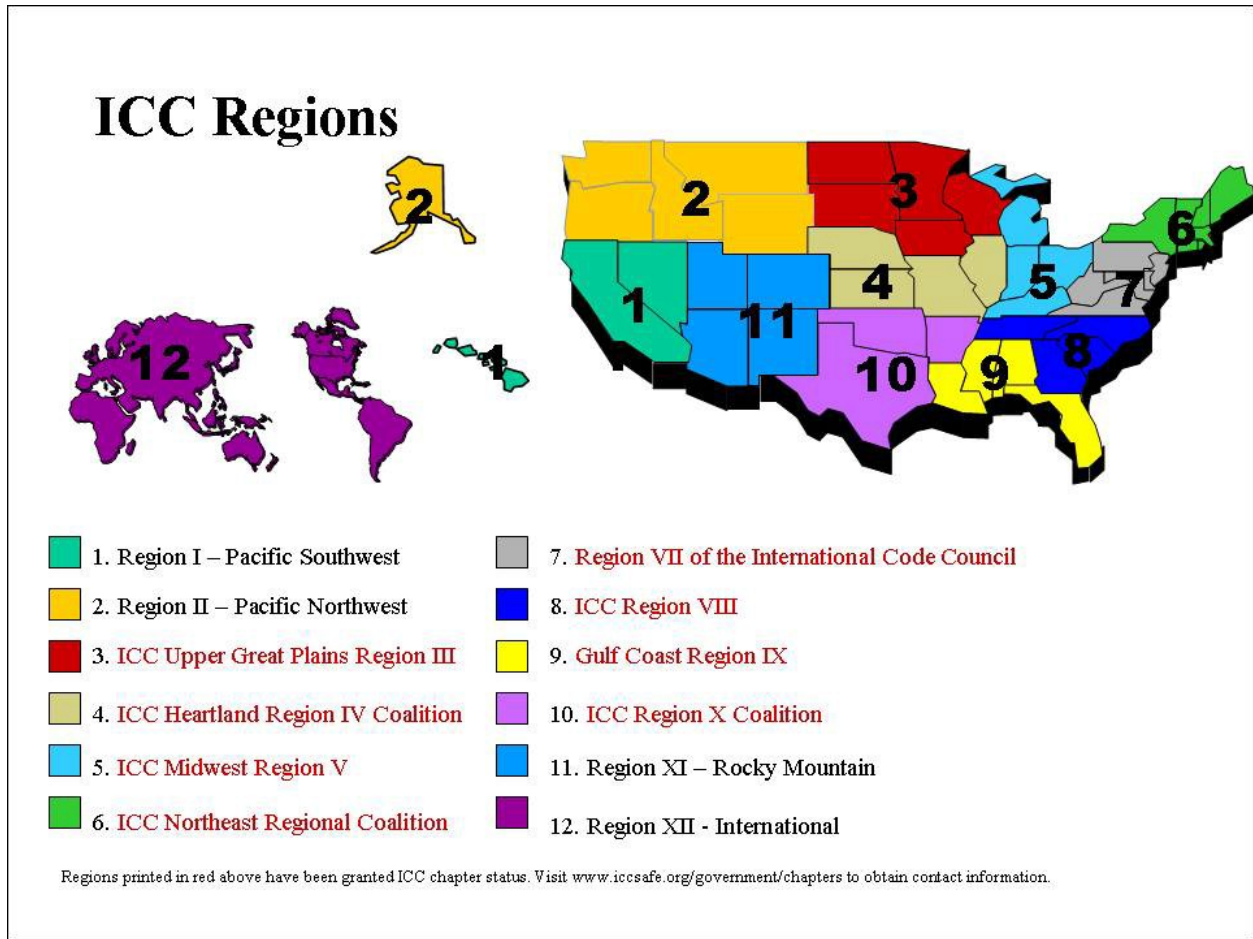


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INTERNATIONAL CODE COUNCIL
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THERE ARE CURRENTLY 12 REGIONS WORLDWIDE...



Region I..... California, Hawaii, Nevada

Region II Alaska, Idaho, Montana, Oregon, Washington, Wyoming

Region III Iowa, Minnesota, North Dakota, South Dakota, Wisconsin

Region IV..... Illinois, Kansas, Missouri, Nebraska

Region V..... Indiana, Kentucky, Michigan, Ohio

Region VI..... Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont

Region VII DC, Delaware, Maryland, New Jersey, Pennsylvania, Virginia, West Virginia

Region VIII Georgia, North Carolina, South Carolina, Tennessee

Region IX..... Alabama, Florida, Louisiana, Mississippi

Region X..... Arkansas, Oklahoma, Texas

Region XI..... Arizona, Colorado, New Mexico, Utah

Region XII International (For detailed list, please see Appendix 3.)

THE BENEFITS OF REGIONAL REPRESENTATION ARE MANY...

There are significant benefits for state and local chapters to participate in regional chapter activities. Some of these benefits include:

- < Stronger, more unified networks of building safety professionals.
- < Greater political strength when addressing code adoption initiatives, code development issues, etc.
- < Deal more effectively with state legislators by utilizing regional support.
- < Form a common position on important building safety issues and increase the impact of ICC in the region.
- < Bring a regional perspective to ICC committees and other activities.
- < Recognition as one of 12 chartered ICC Regional Chapters.
- < More efficient communication within the region and with ICC.
- < Offers a forum for regions to consider code related and building safety issues.
- < Collaboration on regional issues and broader representation for those issues at the national level.
- < Regional conferences to encourage networking.
- < Host opportunities for regional meetings among participating chapters.
- < Attract national speakers to regional meetings.
- < Pool education resources to create a truly outstanding educational event within a reasonable distance of ICC members.
- < Pool resources for shared activities.
- < Create standing and ad hoc committees to address common concerns.
- < Once ICC Regional chapter status is granted by the ICC Board of Directors, the region will enjoy the following chapter benefits: annual education benefit, complimentary registration for chapter president to ICC's annual conference, complimentary ICC membership, complimentary subscription to the Building Safety Journal, use of the ICC logo and the opportunity to participate in the chapter recognition program.

WAYS ICC CAN ASSIST YOU AT THE REGIONAL LEVEL...

ICC's ongoing support and commitment to regional chapters will include:

- < ICC staff support for annual business meetings and trade shows
- < Attendance of ICC President or CEO at annual meeting of the regional chapter
- < Posting of your regional e-newsletter on ICC's website
- < Regions bulletin board available on ICC's website
- < Meeting planning
- < Speakers' bureau
- < Code action committee organization assistance
- < Co-sponsorship of regional activities
- < Facilitation of regional meetings at ICC annual meetings

HOW TO GET STARTED...

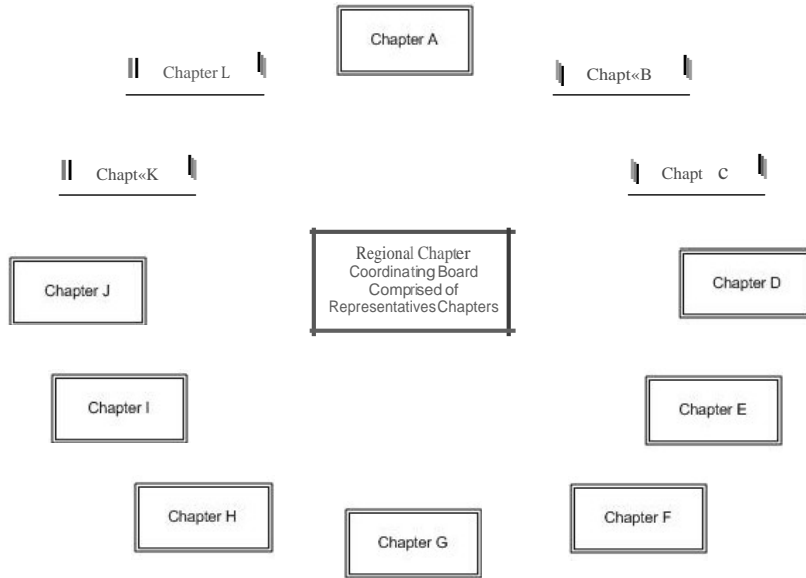
Here are some suggested steps to follow:

1. Talk to your chapter members about the opportunities and benefits of participating at the regional chapter level and determine how they would like to participate.
2. Consult the bulletin board forum for your region on the ICC web site at www.iccsafe.org/forums to review formation activities that may be underway in your region.
3. Identify the other chapter leaders in your ICC region and initiate contact. Discuss holding an ICC summit to explore forming a regional chapter. Please include your ICC Board Liaison, Staff Liaison and Chapter staff in all correspondence.
4. Consider formalizing the governance of the regional chapter with a Memorandum of Understanding (MOU). Appendix 2 contains a sample.
5. Pick a structure. There are many structures for the governance of regional chapters. There is no one-size-fits-all, but ICC has provided a template, as seen in Appendix 1.
6. Review ICC's Chapter Policy (CP #10-04) for the minimum requirements necessary to form a regional chapter.
7. Request a Chapter application from ICC's chapter staff (see below).

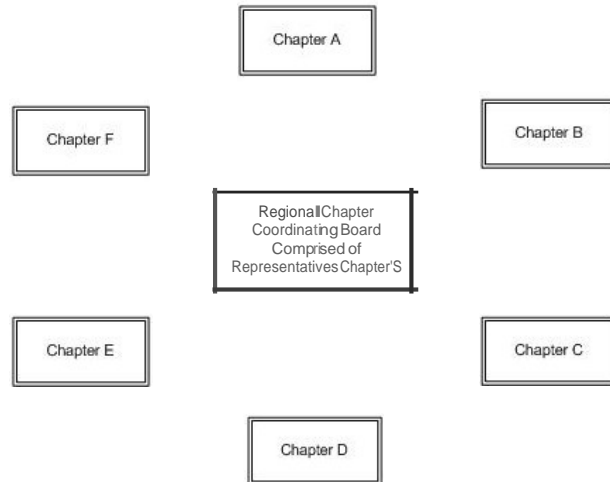
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APPENDIX 1: SAMPLE ICC REGIONAL STRUCTURE

Local Chapter Model



State Chapter Model



APPENDIX 2: ICC REGIONAL CHAPTER SAMPLE MEMORANDUM OF UNDERSTANDING (MOU)

MEMORANDUM OF

UNDERSTANDING Between

The below listed ICC Chapters:

Chapter A
Chapter B
Chapter C
Chapter D
Chapter E
Chapter F

1. PREAMBLE

1.1 The above listed ICC Chapters hereby express their interest in participating in the ICC Regional Chapter X for the purpose of improving communication between the organizations and ICC, and to identify other activities of mutual interest between the participating chapters.

2. GUIDING PRINCIPLES

- 2.1 Each chapter recognizes the importance and status of all participating chapters.
- 2.2 The regional chapter will support the development of the region and each participating chapter.
- 2.3 The regional and participating chapters will foster mutual interest in code administration, enforcement and safety, and seek to share knowledge and expertise.

3. OBJECTIVES

To this end, it is agreed that each signatory chapter will participate in the development of a closer working relationship, which will facilitate and;

- 3.1 Encourage a positive environment within the region,
- 3.2 Provide a basis for joint activities in priority areas of common interest, e.g.,
- Continuing professional development
 - Education
 - Regular exchange of technical information

- Liaison on legislative issues
 - Mutual response to natural and manmade disasters
 - Dialogue with external agencies, organizations and research bodies
 - Dissemination of information
- 3.3 Establish a mechanism at a senior level coordinating the activities of the regional chapter.
- 3.4 The participating chapters agree to:
- 3.4.1 Apprise each other of undertakings they may be planning that could be of mutual interest,
 - 3.4.2 Disseminate pertinent information to their respective members,
 - 3.4.3 Consult with respect to programs and activities that might be undertaken collaboratively,
 - 3.4.4 Respect the role each other plays within the profession,
 - 3.4.5 Work together and build a strong relationship in order to promote and enhance the development of the regional chapter and ICC,
 - 3.4.6 Recognize the need for open communication on matters of mutual interest, to ensure an accurate, consistent and reliable working environment.

4. COORDINATION

- 4.1 The regional chapter's activities shall be coordinated by a regional chapter coordinating council.
- 4.2 The regional chapter coordinating council shall be comprised of one representative of each participating chapter.
- 4.3 The regional chapter coordinating council shall establish rules of procedures.
- 4.4 Meetings of the regional chapter coordinating council shall follow Roberts Rules of Order.

5. GENERAL

- 5.1 This Understanding is intended to encourage and further extend dialogue between the participating chapters and the ICC. This will permit all organizations to consider those issues which affect both organizations and which will foster increased cooperation in addressing policies and practical matters of interest to both the participating chapters and the ICC.
- 5.2 The participating chapters acknowledge that:
 - 5.2.1 Nothing in this Understanding reduces or constrains the participating chapters in exercising their legitimate roles with respect to their own members.

- 5.2.2 This Understanding is effective on the date of its execution by the parties, and its term will be ongoing.
- 5.2.3 This Understanding may be amended by the parties from time to time as agreed by the participating chapters; any participating chapter may terminate the Understanding on six (6) months notice of its advising the regional chapter or on shorter notice by mutual agreement.
- 5.2.4 This Understanding does not create or confer any contractual, legal or equitable rights between any of the parties. None of the parties is subject to any legal responsibilities or obligations arising out of or connected to any non-performance of any provision of the Understanding.
- 5.2.5 The parties declare that nothing in the Understanding will be considered as creating a partnership, joint venture or agency relationship.

Signatures:

Chapter A _____ Date _____

Chapter B _____ Date _____

Chapter C _____ Date _____

Chapter D _____ Date _____

Chapter E _____ Date _____

Chapter F _____ Date _____

APPENDIX 3: REGION XII BREAKDOWN

The Americas - Canada, Greenland, Latin America (Central & South America), and the Caribbean

U.S. Territories - Puerto Rico, U.S. Virgin Islands, Guam, Northern Mariana Islands, American Samoa and possible others.

Asia region 1 - Japan, P.R. China, Hong Kong, Vietnam, Indonesia, Korea, Taiwan, India, Philippines, Republic of Palau, Singapore, Sri Lanka, Thailand, and others.

Asia region 2 - Afghanistan, Armenia, Bahrain, Iran, Iraq, Israel, Kuwait, Lebanon, Jordan, Pakistan, Russia, Turkey, Saudi Arabia, Egypt, Qatar, Syria, United Arab Emirates, Yemen and others.

Oceania - Australia, New Zealand, Fiji, Papua New Guinea, Federated States of Micronesia, Western Samoa, Solomon Islands, Tonga, and others.

Europe - Austria, Belgium, Bulgaria, Croatia, Czech Republic, Denmark, Finland, France, Germany, Gibraltar, Greece, Hungary, Iceland, Italy, Netherlands, Norway, Poland, Portugal, Republic of Ireland, Romania, Spain, Sweden, Switzerland, United Kingdom, Yugoslavia and others.

Africa - All African countries except Egypt, including Madagascar