



# CP#48-16 – Compliance Code Action Committee

Approved: 04/16/2016 | Revised: 05/31/24

- 1.0 Purpose of Council Policy:** This policy establishes an ICC Compliance Code Action Committee (CCAC) and sets forth the objectives, procedures, and organization of the Committee.
- 2.0 Name of Committee:** Compliance Code Action Committee (CCAC)
- 3.0 Objectives:**
  - 3.1** Monitor code development and standard development issues to support the subsidiary organizations of the International Code Council (ICC): ICC Evaluation Service (ES), International Accreditation Service (IAS), and Solar Rating & Certification Corporation (SRCC).
  - 3.2** Pursue opportunities to improve and enhance code content and standard development on behalf of the subsidiary operations.
  - 3.3** Upon the completion of each code development cycle the CCAC shall submit a written report of activity to the ICC Board of Directors (ICC Board).
- 4.0 Scope:** The scope of the CCAC shall be to address topics and issues that directly impact or have the potential to directly impact the business or regulatory environment in which the subsidiary organizations operate by:
  - 4.1** Addressing relevant topics and issues within the ICC Family of Codes via the submission of code change proposals and public comments, by submitting code change proposals, by providing testimony at code hearings, and by otherwise fully participating in the code development process.
  - 4.2** Reviewing, analyzing, and responding to relevant proposals submitted by external entities for consideration in the code change process by providing testimony at code hearings, and by otherwise fully participating in the code development process.
  - 4.3** Addressing relevant topics within standards via the submission of content proposals, by providing testimony, by reacting to proposed modifications in standards, and by otherwise fully participating in a standard development process.
  - 4.4** Promoting the adoption and use of ICC standards that support the business model of a subsidiary organization by participating in relevant external Standard Development Organization adoption processes.
- 5.0 Intercommittee Coordination:** The work of the CACC shall be coordinated with any other ICC committee having primary jurisdiction to avoid conflicts and minimize

duplication. Questions of jurisdiction between itself and another committee or committees shall be subject to review by the ICC Board.

## **6.0 Rules and Procedures of Committee:**

- 6.1 Funding:** ICC will provide reimbursement for all reasonable travel expenses of Governmental Members serving on the CCAC in accordance with CP#4 – Members & Volunteer Travel Reimbursement when those members incur such expenses while attending and traveling to and from scheduled meetings, provided the travel has been preauthorized by the ICC CEO or their designee.
- 6.2 Staff Liaison:** A staff liaison shall be assigned for the CCAC and shall serve in accordance with Section 4.0 of CP#7. Staff shall not be a voting member of the CCAC. As a technical resource, staff is permitted to participate in the identification of opportunities to improve and enhance a particular International Code or portion thereof. In all cases, the final determination of the extent of the CCAC's participation in the code development process rests with the voting members of the CCAC.
- 6.3 Meetings:** All meetings shall be open and conducted in accordance with this policy, CP#7 and Roberts Rules of Order.

## **7.0 Committee Organization and Structure:**

- 7.1 Composition:** The CCAC shall consist of a balance of interests with at least 1/3 governmental representatives. The maximum percentage of governmental representatives permitted shall not be limited. Each subsidiary shall have not less than two representatives on the committee.
- 7.2 Appointments:** Appointments to the CCAC shall be made by the ICC Board in accordance with the objectives of Section 3.1 of this policy and this section. The ICC Board shall take into consideration a candidate's previous service on ICC Committees, interpersonal and administrative skills, experience in activities of, and support by, a Chapter or other professional association, geographical location of the candidate, and active support of the ICC mission and goals.
- 7.3 Term of Committee:** CCAC members shall be appointed to a 36 month term on a schedule coordinated with the Code Development cycle. No committee member shall serve more than two consecutive terms. Appointments for the first iteration of the CCAC may be for shorter terms to accommodate coordination with the Code Development Cycle.
- 7.4** In accordance with CP#7, the CCAC shall be considered a standing non-technical committee.

## **8.0 Other rules:**

- 8.1 Committee Representation:** No committee member shall represent the committee unless specifically authorized by a majority of the committee in accordance with these procedures.

- 8.2 Copyright:** CCAC members and participants in study groups shall agree in writing to waive copyright protection for the benefit of the ICC with respect to any code language created within the CCAC process, use of any language developed from a code, standard or work product must be with the express written permission of the copyright holder.
- 8.3 CCAC Work Groups:** The CCAC may create work groups of interested persons for the specific purpose of preparing proposed code changes for consideration by the CCAC. All meetings of the CCAC work groups shall be open with notice provided to interested parties which have expressed such interest. Work groups shall produce and develop an agenda and work plan for each assignment inclusive of the establishment of goals, timelines, and deliverables.
- 8.4** All issues not specifically addressed herein shall be in accordance with other applicable Council Policies and ICC Bylaws.