

# **CABA Intelligent & Integrated Buildings Council (IIBC)**

## **Terms of Reference**

1. The CABA IIBC works to strengthen the large building automation industry through activities, research and projects that allow CABA to achieve its vision, which is: "CABA is the authoritative knowledge-based forum advancing the application and integration of automation in the residential and commercial building industry."
2. An IIBC Chairman and Vice-Chairman report to the CABA Board of Directors and will be appointed for a term of two (2) years, which can be renewed.
3. The Intelligent & Integrated Buildings Council will more specifically review opportunities, strategize, take action and monitor initiatives that relate to integrated systems and large building automation.
4. The Intelligent & Integrated Buildings Council members in reviewing issues and opportunities will provide advice, direction and recommendations to the CABA Board of Directors and Secretariat.
5. Specific Task Forces, Sub-Committees and working can be established to work on specific activities related to the IIBC.
6. The IIBC can appoint IIBC member reps to various industry stakeholder groups to represent CABA's interest.
7. Intelligent & Integrated Buildings Council members must be active in the Commercial, MDU and industrial sectors and they must also be with organizations that are CABA members in good standing.
8. The Intelligent & Integrated Buildings Council should meet a minimum of four (4) times annually, with at least one (1) face-to-face meeting.
9. The Intelligent & Integrated Buildings Council will receive administrative support from the CABA Secretariat.
10. CABA members that serve on the IIBC are considered volunteers and should receive recognition for their efforts. If there is a budget and with proper approvals IIBC members may be compensated for some of their work on specific IIBC projects.

Feb. 12, 2014

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