

International Fire Safety Standards

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Paper 2

The Governance Model

2.1 Purpose

IFSS governance is to enable the sustained support, transparency, equality, leadership and trust needed to achieve the universal implementation and use by all global stakeholders. This will be accomplished by the setting of a framework, defining roles and responsibilities of those involved in the Coalition.

In addition IFSS governance will ensure transparency and inclusion amongst participating parties, based on an inclusive, rigorous and principles-based standard setting process.

2.2 The Coalition

It is proposed that the Coalition of organisations will function in a 'Trustee' capacity. This group of Coalition members ('the Trustees') who have signed the Declaration will lead and administer the whole project. This includes setting up the independent Standard Setting Committee (SSC) through administering a process of nomination and selection of Standard Setting Committee members. A key point of governance is that the Coalition, made up of Trustees from each Member Body, run the project but do not get involved in the actual standard setting. The Trustees set up an independent standard setting committee and delegate all standard setting responsibilities to this independent committee. Through this model we separate the political work of running, growing and leading the Coalition from the technical work of drafting, consulting with the world and approving the standard. The Coalition, made up of the member bodies, will own all the IFSS and related intellectual property.

The deadline for signature of the Declaration for those who have not yet signed, will be set by the Coalition as soon as possible.

All matters pertaining to finances, intellectual property, coalition communications, strategy and implementation will be the responsibility of the Coalition. For completeness, note that individual members are responsible for their own costs.

Along with establishing the process of selection and deselection of the SSC, the Trustees will also draft the SSC Terms of Reference. However, as stated, the Coalition Trustees will not have a direct role in the standards setting process. The Coalition Trustees, along with the rest of the world will be consulted as part of the standards setting process, but the Trustees will not have a role in drafting, nor final approval of the standards approved by the SSC.

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After this process produces standards having been approved by the SSC, individual Coalition member organisations are expected to begin their own internal process of adopting the standards. At this time it is possible that a Coalition member organisation will decide not to adopt and leave the Coalition. This would be the decision of the individual member organisation and separate from the process of approval of the final standards by the SSC with the support of the Trustees.

2.3 Supporters

IFSS Coalition membership will be reserved for only not-for-profit membership professional bodies and similar associations. Commercial companies and government entities are not eligible for Coalition membership. However, companies and governments are the key stakeholders and beneficiaries of IFSS. Therefore, these who can not join the Coalition but who wish to voice their support for IFSS can become 'Supporters' of IFSS. To be Supporters, these entities will sign a declaration confirming their support for the project and intention to adopt IFSS. These Supporters would then be recognised & promoted through being listed on the IFSS website. Supporters would also be consulted through the normal SSC consultation process, and may have individuals on the SSC.

2.4 The Standard Setting Committee (SSC)

The Committee will have responsibility for drafting IFSS within the parameters laid down for them by the Trustees. They will regularly report to the Coalition, this reporting will be to demonstrate progress against agreed milestones. The SSC will not have a role in the governance of IFSS; their tasks will be specific to, and limited to the setting of the standards.

2.5 Intellectual Property (IP)

The published standards will remain the property of the Coalition, who will undertake to make the standards freely available at nil cost via their own organisations and the Coalition website.

Referencing of other IP in the published standards will be addressed by the SSC, who will ensure that full consent has been gained to publish such references.

2.6 Specific Governance Initial Steps

- The IFSS Declaration is signed to become an official member of the IFSS Coalition, if not already completed
- Members of the Coalition nominate an individual to be their Trustee
- Trustees confirm IFSS Coalition Bylaws
- Trustees ratify their own Officers (Chair, Vice Chair, Exec Secretary) as detailed in the bylaws
- Trustees nominate and select individuals for the Standard Setting Committee
- Trustees meet regularly through conference calls and online technology.