

International Fire Safety Standards

International Fire Safety Standards

9th July 2018

UN, Geneva

Paper 3 - Standard Setting Process

3.1 Purpose

The purpose of this paper is to guide and inform the discussion on IFSS Standard Setting. This paper will set out a proposed process for discussion and agreement.

3.2 The Work of the Standard Setting Committee

A Standard Setting Committee (SSC) will be formed with delegated authority to set IFSS. This will be a committee of experts reporting to the Coalition Trustees and with the express requirement to act in the public interest. The committee will be responsible for writing a set of fire safety standards fit for international use. In doing so the SSC will:

- Write principles based standards specific to the market problem and scope defined by the Coalition.
- Create and disseminate a Consultation Document. With the aid of the Coalition, feedback will be gathered by all global stakeholders by the set deadline.
- Write an Exposure Draft, based on Consultation Document feedback, as set out in the Work Plan. With the aid of the Coalition, feedback will be gathered by the set deadline.
- Issue the first edition of IFSS, based on feedback received, as set out in a Coalition work plan.

3.3 Independence and Expertise

The SSC will be independent and will act independently. Although members will be nominated by Coalition members, each individual is to act independently. No individual on the committee will represent any organisation, sector or geographic region. It is vital that each member work on the basis of their own skill, knowledge and expertise while taking an international and independent perspective in the public interest.

The committee will consist of a number of individuals to be decided by the Coalition Trustees. Once set, the SSC will decide and confirm their own Chair, Vice Chair and Executive Secretary.

3.4 Setting up the Standard Setting Committee:

- All Coalition Trustees will be invited to nominate individuals (from their organisation and/or beyond) to sit on the SSC.
- Coalition members nominating individuals will take on the responsibility to nominate individuals able to act independently and with the skills fit for the task. Moreover,

International Fire Safety Standards

Trustees will be expected to ensure the SSC members have experience and knowledge about the diverse sectoral and geographic nature of the market.

- After an agreed date, and all nominees are provided, Coalition members will begin a selection process. Trustees will rank all nominees, based on their own judgement, as to how the individuals meet the requirements against an agreed framework.
- After compiling all Coalition members' nominees, the top ranked individuals will be asked to form the SSC (if we mutually decide it is a committee of 10, the top 10 individuals will be selected).

3.5 Administration

- For each individual selected to be on the Standard Setting Committee, the nominating body commits to funding and supporting their expenses related to IFSS. This may include time, technology to support virtual working and any travel expenses. Most of the work will be virtual; so mostly the support will be time and technology. If the nominating body is not the employer of the individual, it is expected that the nominating body secure the support of the individual's employer.
- The Standard Setting Committee will work to a work plan agreed with the Coalition.
- Standard Setting Committee members will each have a proposed four year term. However, this will be staggered for the initial members. To support staggered succession going forward, initially, 1/3 of the committee will sit for 4 years; 1/3 for 5 years and 1/3 for 6 years. Each will be replaced by an individual serving for 4 years; thus ongoing we will have staggered succession.
- Each committee member can serve a maximum of 2 terms, subject to agreement by the Coalition; and can be further extended subject to agreement by the Coalition.