

STANDARDS POLICY BOARD

INTRODUCTION AND MISSION

Taken from the Vision 2000 Corporate mission statement, CSA's mission regarding Standards Development is to understand and fulfil Canadian society's needs for consensus standards related to safety, quality, and performance.

In carrying out this mission, our vision is to be a leader in the world community of standards and to be proactive in meeting the changing needs of Canadian society, the environment, and the challenges of the competitive marketplace.

ACCOUNTABILITY

- The Standards Policy Board (SPB) is accountable to the CSA Group Board of Directors and reports to the Board through the Chair of the SPB.
- The President, Standards, reports dually to the Chair of the SPB and the President & CEO of CSA Group.
- The SPB is accountable for the principles and policy governing standards development for the Canadian Standards Association, a division of CSA Group.

RESPONSIBILITIES

- Provide strategic vision and leadership for standard development which may include, but is not limited to, receiving or initiating proposals, reviewing proposals, and approving and taking forward proposals for new and existing fields of standardization.
- Develop standards development principles and policy and provide the Board of Directors with specific governance policy recommendations.
- Review and bring forward to the Board of Directors recommendations regarding the allocation of CSA resources for standards development.
- Review and approve sector program plans and priorities on a broad basis, bring forward recommendations for additions, deletions and enhancements, and monitor their implementation.
- Periodically review sector strategic level committee structures and evaluate and approve proposals for revisions.
- Review and approve the business cases associated with new standards development activities.



- Review and approve revisions of the Standards Development Regulations (and procedures, as required) to ensure their consistency with policy and principles. Advise management, as requested.
- Provide the ultimate forum for standards development dispute resolution.
- Monitor and advise regarding liaisons with other organizations and bodies, as appropriate.
- Regularly assess the effectiveness of the SPB in fulfilling its mandate and broad strategic role.
- Perform such other duties as may be assigned to it by the Board of Directors.

COMPOSITION

- The Chair and other members will be appointed by the CSA Group Board of Directors every two (2) years, for a term of two (2) years, and may be reappointed for further terms, not normally to exceed three (3) terms.

- The SPB shall consist of a Chair appointed from the Board of Directors, and up to fifteen (15) voting members according to the following matrix of interest categories:

Industry/Provider:	4-6 members
Government/Regulator:	3-5 members
Consumer/User:	3-5 members
General Interest:	3-5 members

In determining compliance with the matrix ranges, the Chair is excluded.

- The Chair of the Board of Directors, the President & CEO of CSA Group, and the President, Standards, shall be ex-officio non-voting members of the SPB.
- The Board of Directors may appoint non-voting associate members, as required.
- One-half (50%) of the voting members shall constitute a meeting quorum.
- Appointments to the SPB are individual appointments; alternates or proxies are not permitted.
- Meetings of the SPB shall normally be open only to members of the SPB. However, on specific request, visitors or observers may be permitted with the consent of the Chair.

VOTING (AT MEETINGS AND BY CORRESPONDENCE)

To the extent possible, decisions should be made by consensus.

For approval of any motion, affirmative votes shall:

- constitute at least one-half of the total voting membership; and
- amount to at least two-thirds of the votes cast.

Approved by the CSA Board of Directors
May 31, 1995

