

Standards Steering Committee (SSC)
Project Task Forces
Protocol
As of June 7, 2016

Project task forces

In order to encourage volunteerism while being sensitive to an individual volunteer's capacity for involvement, a project undertaken by the SSC will be organized using specific project task forces with always a Core Team in place. The Core Team will use its best efforts to incorporate up to three levels of involvement within the task force.

The scope of the project task forces is formalized by the SSC. The project management of the SSC selects the co-chairs of the project task force Core Team based upon expertise, experience and application to volunteer from the membership.

The task force will maintain a great deal of flexibility as to how to best organize itself keeping this basic structure in mind.

Level 1 task force involvement ("Core Team")

- The Level 1 members are formed by the project managers with substantial input from the SSC. The SSC can increase the number of Level 1 members as no volunteer member should be turned away, but cannot decrease the number of Level 1 members below 3-a project manager and one volunteer with expertise in the task force topic as it relates to the Reporting Standards and one volunteer with expertise in the task force topic as it relates to the INREV Guidelines.
- Core task force-seasoned industry professionals with decision making capacity in their firm and willing to commit on a longer term to the project (longer of: project completion or at least 1 year).
- Willing be an active and voting member of the task force. The project manager has no voting rights.
- Recommended but not required to include an SSC member. In lieu of an SSC member, the leaders of the task force must commit to regular participation in SSC meetings as requested by the SSC.
- Level 1 members can determine additional organizational and protocol requirements.

Level 2 task force involvement

- Level 2 is mostly used for projects that have multiple phases or pieces.
- The number of participants in Level 2 is determined by the Level 1 members with a sensitivity to balanced participation (as referenced above). Further organizational considerations are up to the discretion of the Level 1 members.
- Sub-groups of Level 2 members are willing to actively participate in a portion in the project and make recommendations for the core group. Core group members can, but are not obligated to participate in sub-group work.
- Welcome to participate in Level 1 discussions but will not vote.

Level 3 task force involvement

- Interested but inactive-utilized where deemed necessary and in a capacity deemed most appropriate- a broad group of industry participants interested in the global initiative. Communications to Level 3 members should be initiated and monitored by the Project Manager and upon request by the core team.