



LonMark International

LonMark Smart City Committee Charter

A. PURPOSE

The primary function of the LonMark Smart City Committee (SSC) is to assist LMI in fulfillment of its Mission:

LonMark International's mission is to enable the easy integration of multi-vendor systems based on ISO/IEC 14908-1 and related standards.

This Charter addresses the composition, leadership, responsibilities and duties of this committee unless otherwise directed by the Board of Directors. The committee may also be referred to as a "Council".

B. OVERVIEW

Members of LonMark International agree that there are significant opportunities to advance open, interoperable solutions in the smart city market. LonMark's interoperability guidelines have significant potential to help smart city applications achieve greater success by using these standards as a foundation for better integration, interoperability, and market adoption.

C. OBJECTIVES

The objectives of the SCC are:

- To accelerating adoption of LonMark certified smart city control products.
- Develop and accelerate the usage of LonMark functional profiles for Smart City applications and devices.
- Establish alliances with potential partnering stakeholders.
- Leveraging the resources of member companies to maximize effectiveness of available resources.
- The SCC shall help define the requirements for integration and commissioning tools for Smart City LonMark products and shall promote their development and market adoption with LMI member companies providing such tools.
- The SCC shall advise the LonMark Membership, LMI Board, and Staff on LonMark conformity, interoperability, guideline updates, standards, and certification testing requirements for smart city and related applications.
- The SCC will investigate and develop a plan to set up an Open tools project that will fit into the special application LonMark certified smart city products using any new or existing media.
- Implementing education and outreach programs to create LonMark awareness worldwide.
- Engaging members in the activities of the committee.
- Identify and encourage new LMI members and participation in the committee.



D. COMPOSITION

Membership in the SSC is open to all LonMark Members in good standing. The LonMark Executive Director, Committee Chairman or Vice-Chairman may invite other interested persons to attend a particular meeting or portion of a meeting.

The committee chairman schedules committee meetings, at times and locations agreed on by the committee members. Notification of SSC meetings will be delivered in by email not less than 10 days before the date of the meeting. The meeting notice should specify the date, time, place and purpose of the meeting and provide sufficient information so that Members can form a reasoned judgment as to the business to be transacted at this meeting.

A quorum shall be 20 percent of the Voting Members of the committee, by the primary voting representative or their designated alternate at the meeting. Voting will be performed by a hand count (if in-person), roll call or electronically to ensure that an accurate count is taken. Each member company has one vote. All matters are decided by a simple-majority vote. A record of any voting must be included in the published meeting minutes.

E. LEADERSHIP

The SSC shall have a Chairperson (Chair) and Vice-Chairperson (Vice Chair). The Chair and Vice-Chair shall serve a term of two years.

From time to time, the SSC may authorize the formation of sub-committees, work groups and/or task groups to perform specific tasks. The Chairperson may select a leader from either the LSSC membership or the sub-committee can select its own Chairperson.

The Chairman prepares meeting agendas, ensures accurate preparation and review of meeting minutes, and provides quarterly updates to the Executive Director of LMI on the progress of the SSC. The Chair shall encourage the members to complete their assigned action items on schedule.

If the Chair is unavailable or unable to fulfill the expected role and responsibilities, then the Vice Chair will fulfill the role of Chair.

Secretary: The Secretary of the SCC will support the Chair and Vice Chair to fulfill their responsibilities and act on their behalf if they are unable to fulfill these. The committee secretary may be an LMI member or, on approval from the LMI Board, an LMI Staff member.

Technical Liaison: The Committee shall select a technical liaison. The technical liaison shall interface with the LMI Technical Director and shall be the point contact for any technical issues or opportunities requiring LMI technical staff engagement.



F. CONFIDENTIALITY

Each Member shall be responsible for preserving the confidentiality of its own proprietary information and shall, to the extent reasonably possible, refrain from exchanging confidential information and trade secrets while participating in meetings and activities. Each member shall be required to observe the confidentiality of other members.

G. ANTITRUST POLICY

LONMARK International activities and communications shall not include any discussion or action that may be construed as an attempt to:

- Raise, lower, or stabilize prices;
- Allocate markets, territories, or product lines;
- Prevent any person or business entity from gaining access to any market or to any customer for goods or services;
- Prevent or boycott any person or business entity, including specific manufacturers or customers, from obtaining products or services freely in the market;
- Foster unfair trade practices;
- Assist in monopolization or attempts to monopolize; or
- In any way violate applicable federal or state antitrust laws and trade regulations.

H. COMMITTEE WORK PRODUCT OWNERSHIP, PARTICIPATION, AND AUTHORITY

It is understood that all work products developed by the committee are the property of LonMark International on behalf of the membership.

All work products produced are to be available to all LonMark International members equally. Any LonMark International member in good standing may participate in the committee activities or gain access to the work items produced by the committee.

The committee or its leaders shall not enter into any binding commitments on behalf of LonMark International.

The LonMark International Board retains the authority to cease any activity of the committee not in alignment of the organizations objectives.