



## **Memorandum of Understanding**

### **ASHRAE And The Association for Facilities Engineering**

Founded in 1894, ASHRAE, Atlanta, Georgia advances the arts and sciences of heating ventilating, air-conditioning and refrigeration to serve humanity and promote a sustainable world.

Founded in 1915, The Association for Facilities Engineering (AFE), McLean, Virginia, is a professional organization that promotes the optimal operation of plants, grounds and offices at Fortune 500 manufacturers, universities, medical centers, government agencies and innovative small firms from around the world. AFE provides education, certification, technical information and other relevant resources to plant and facility engineering, operation and maintenance professionals worldwide.

ASHRAE and AFE agree to support the Memorandum of Understanding to advance and promote the mutual interests of their respective members. We are committed to working together on the following activities and goals:

#### **CONSISTENT LEADERSHIP COMMUNICATION**

Recognizing the importance of communication in organizational collaboration, both organizations commit to hold a liaison meeting annually (either in person or via conference call) of designated ASHRAE/AFE senior representatives to:

- Ensure ongoing advancement of collaborative projects.
- Keep each respective organization informed of major initiatives.
- Discuss new opportunities for collaboration.

ASHRAE/AFE shall take responsibility for initiating the first annual liaison meeting. Action items with assigned responsibilities shall be recorded at each meeting.

#### **CONFERENCES AND MEETINGS**

Each organization agrees to provide the other with a meeting invitation and two complimentary VIP registrations to the primary annual meeting.

ASHRAE and AFE agree to explore opportunities to provide speakers at the other organization's meetings to help provide updates and perspectives on technologies and trends of mutual interest.

Where mutually beneficial, each organization shall help publicize the other organization's meetings and promote attendance.

## **CHAPTER COLLABORATION**

ASHRAE and AFE agree to coordinate promotion of joint grassroots meetings of respective members. Exchange of Chapter/Section leader contact information will be considered as one way to accomplish this objective.

## **ADVOCACY**

Where mutually beneficial and to the extent allowed by laws and corporate policies, ASHRAE and AFE agree to work together on common public affairs goals and ideologies. During annual liaison meetings, public affairs strategies will be discussed and common goals identified. Collaborative opportunities to be considered include:

- Joint promotion of codes and standards at the local, state and federal levels.
- Promoting mutually beneficial positions during the development and passage of state and federal legislation.
- Education of legislators on issues important to the members of each organization.

## **PUBLICATIONS**

Recognizing that electronic and print publications are a primary means of disseminating new technologies, trends and practices, ASHRAE and AFE agree to:

- Provide at least one complimentary subscription of the primary membership periodical to be received at the headquarters location of the other organization.
- Explore opportunities to jointly produce publications of mutual benefit.
- Cross-market each organization's publications where appropriate and with industry standard distributor discounts.
- Use periodicals to promote the other organization's events, publications and other activities.

## **EDUCATION**

As leading providers of conventional and online educational services and in recognition of the vital role professional development has for our respective members, ASHRAE and AFE agree to:

- Cross-market educational offerings at the regional, national and international levels.
- Explore opportunities to co-develop new courses or other training programs that take advantage of overlapping and complimentary expertise between ASHRAE and AFE.
- Discuss ways that certification programs can be jointly developed or administered.

## **TECHNICAL ACTIVITIES COORDINATION**

ASHRAE and AFE agree to foster technical cooperation in areas of common interest by:

- Encouraging members in each organization to participate on technical committees and task forces.

- Providing opportunities to participate in and comment on proposed standards, guidelines, policies, and position statements developed on technical subjects as they relate to buildings and community developments.
- Establishing liaison representatives to key technical committees where mutually beneficial to do so.

## RESEARCH

Recognizing the importance research plays in accelerating the transformation to a more sustainable built environment, ASHRAE and AFE agree to:

- Promote research in areas where research results will add to the body of knowledge in promoting a healthy, sustainable and efficient built environment.
- Disseminate research results quickly, focusing on high-impact findings.
- Identify opportunities for research funding from other sources.

## ADMINISTRATIVE CONTACTS

The administrative contacts for actions tied to this MOU shall be:

### For ASHRAE:

Jeff Littleton  
Executive Vice President  
ASHRAE  
1791 Tullie Circle NE  
Atlanta, GA 30320  
Tel: 404-636-8400  
Email: [jlittleton@ashrae.org](mailto:jlittleton@ashrae.org)

### For AFE:

Wayne P. Saya Sr., CPE  
Executive Director  
Association for Facilities Engineering  
8200 Greensboro Drive, Suite 400  
McLean, VA 22102  
Tel: 571-395-8777  
Email: [waynesaya@afe.org](mailto:waynesaya@afe.org)

## TERMINATION

Either party may terminate this MOU, with or without stated cause, upon providing the other party with thirty (30) days written notice of intent to terminate.

## TERM

The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of three (3) years unless extended at that time by written agreement.

## LEGAL STANDING

This MOU reflects a commitment by ASHRAE and AFE to continue and enhance their working relationship and individual efforts toward achieving mutual objectives described above. It does not create a binding obligation or agreement between the two organizations, and neither organization has an obligation to negotiate toward or enter into a binding written agreement. In addition, this MOU does not create a partnership, joint venture, fiduciary relationship or similar relationship between ASHRAE

and AFE. Furthermore, it is understood that this Memorandum of Understanding is conceived as a dynamic document, meant to change as circumstances and priorities warrant. It may be modified or amended by written agreement between both organizations.

FOR ASHRAE



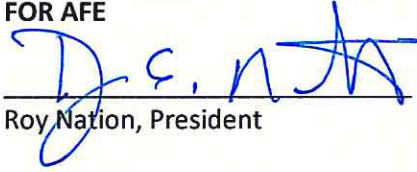
David Underwood, President

Signature

Date

4/26/16

FOR AFE



Roy Nation, President

Signature

Date

4/26/16

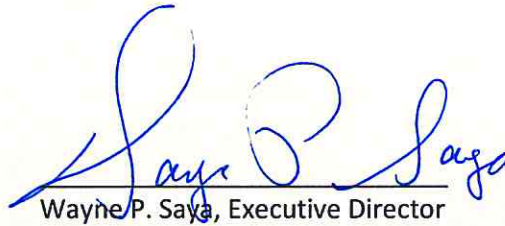
Jeff Littleton, Executive Vice President



Signature

Date

4-26-16



Wayne P. Sava, Executive Director

Signature

Date

4/26/16