



## **SAI Platform Executive Committee Terms of Reference**

The SAI Platform Executive Committee (ExCo) oversees the general management of SAI Platform in collaboration with the SAI Platform Secretariat. ExCo entrusts the daily management of SAI Platform to the Secretariat. ExCo works with the Secretariat to drive activities, ensure strategic objectives are met and oversee the financial viability of the Platform.

ExCo consists of representatives of active member companies elected by members and approved by the General Assembly. ExCo members have a very pro-active role in leading and providing guidance to the association. Members are elected for a two-year period and can be re-elected for further terms.

### **ExCo has the power to:**

- Execute the decisions of the General Assembly and take all measures to ensure the Platform's objectives are achieved
- Approve initiatives and projects when required, monitor progress across all areas of activity
- Approve the budget and the annual accounts which are submitted to the General Assembly
- Oversee financial activity to ensure ongoing viability
- In case of urgency, take all decisions normally assigned to the General Assembly and afterwards seek ratification by the Assembly
- Appoint the Senior Directors of the Secretariat

### **Commitments**

- Serve on Executive Committee for at least two years (renewable)
- Spend approximately 2 hrs per week (3-4 hrs per week for the President) to address issues, correspond with other ExCo members and the Secretariat, and prepare for calls and meetings
- Ability/willingness to travel for physical meetings at least once per year
- Be prepared to join other activities and external meetings if required
- Act as ambassador for SAI Platform