



## Memorandum of Understanding

### ASHRAE And APPA

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 1914, APPA, "Leadership in Educational Facilities" supports educational excellence with quality leadership and professional management through education, research, and recognition.

ASHRAE and APPA 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/APPA senior representatives to:

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

ASHRAE/APPA shall take responsibility for initiating the first annual liaison meeting. Action items with assigned responsibilities shall be recorded at each meeting. The parties responsible for ensuring this MOU is actively pursued through the term of the agreement are:

#### 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 APPA:

E. Lander Medlin  
Executive Vice President  
APPA  
1643 Prince Street  
Alexandria, VA 22314  
Tel: 703-684-1446  
Email: [lander@appa.org](mailto:lander@appa.org)

## **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 APPA 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 APPA agree to coordinate promotion of joint grassroots meetings of respective members. Exchange of Region/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 APPA 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 APPA agree to:

- Provide at least one complimentary subscription 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.
- Explore mutually beneficial ways to translate ASHRAE publications into Spanish and French for distribution in Mexico and Canada, respectively.

## **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 APPA agree to:

- Cross-market educational offerings at the chapter, 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 APPA.
- Discuss ways that certification programs can be promoted, jointly developed, or administered.
- Cooperate to provide real world education and experience for University students in energy audit and assessment leading to a Building Energy Quotient (bEQ) rating.

## TECHNICAL ACTIVITIES COORDINATION

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

- Encourage members in each organization to participate on technical committees and task forces.
- Provide 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.
- Establish liaison representatives to key technical committees where mutually beneficial to do so.
- Work together to co-author a standard on Total Cost of Ownership (TCO)
- Explore opportunities to work together to enhance the operation and maintenance of facilities.

## RESEARCH

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

- Promote research in areas where research results will add to the body of knowledge in TCO (Total Cost of Ownership), Energy & Sustainability, Key Performance Indicators & Metrics; and Facilities Management Standards
- 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 APPA:

E. Lander Medlin  
Executive Vice President  
APPA  
1643 Prince Street  
Alexandria, VA 22314  
Tel: 703-684-1446  
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**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**

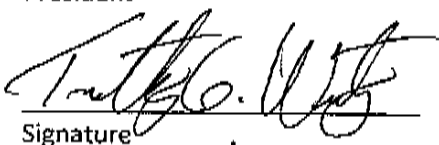
The term of this Memorandum of Understanding shall begin when signed by both parties and shall terminate at the end of three (3) years unless extended at that time by written agreement.

**LEGAL STANDING**

This MOU reflects a commitment by ASHRAE and APPA 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 APPA. 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**

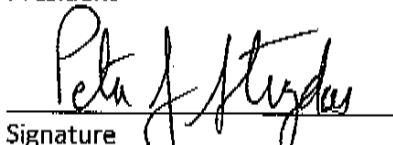
Timothy G. Wentz, P.E.  
President

  
Signature

7/13/16  
Date

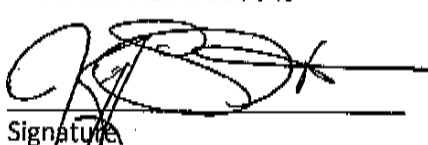
**FOR APPA**

Peter Strazdas  
President

  
Signature

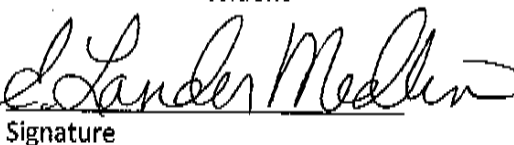
7-13-16  
Date

Jeff Littleton  
Executive Vice President

  
Signature

7/11/16  
Date

E. Lander Medlin  
Executive Vice President

  
Signature

7-13-16  
Date