



## DLC Industry Advisory Committee Charter

**About the DesignLights Consortium (DLC):** The DLC® is a non-profit organization whose mission is to achieve energy optimization by enabling controllability with a focus on quality, people and the environment. The DLC supports high-quality, energy-saving lighting solutions in collaboration with utilities and energy efficiency program members, manufacturers, lighting designers, and federal, state, and local entities. Through these collaborations, the DLC establishes product quality specifications, facilitates thought leadership, and provides information, education, tools and technical expertise.

**Purpose of the Industry Advisory Committee (IAC):** The purpose of the IAC is to support the mission and strategic direction of the DLC to drive efficient lighting through education, collaboration, and expertise. Activities and agenda of the IAC include, but are not limited to, DLC business updates, programs to promote lighting quality, utility best practices for energy efficiency programs, ongoing opportunities, challenges and potential risks to the advancement of energy-saving lighting technologies.

**Role and Responsibilities:** The IAC is an advisory body to the DLC and will not hold votes. The IAC provides perspectives and recommendations toward supporting the DLC mission. The IAC is not a governing body, it does not hold votes and its representatives are not fiduciaries of the DLC. IAC Committee members participation is intended to provide feedback from and represent the interests of their respective industry role/size, rather than individual companies.

**Representatives:** The IAC will be comprised of up to 18 representatives from the lighting industry with the following profile:

- One Lighting Designer East Region – Self-nomination and appointment by the DLC
- One Lighting Designer West Region – Self-nomination and appointment by the DLC
- One designee from up to six of each of the top Manufacturers - Defined as: identified in “Manufacturer” field on the DLC SSL QPL; and having the highest product count for each individual manufacturer listings as of September 1 of the year prior to the term start.

- Designee from three small SSL Manufacturers – Defined as: identified in “Manufacturer” field on the DLC QPL; having less than 250 employees; and must have product(s) listed on the SSL or Horticultural QPL. Self-nomination and election by peers
- Designee from three lighting controls Manufacturers on the NLC QPL with systems(s) listed – Self-nomination and election by peers
- Designee from two medium SSL Manufacturers - Medium is defined as: identified in “Manufacturer” field on the DLC QPL; having greater than 250 employees and less than 1000 employees; and must have product(s) listed on the SSL or Horticultural QPL. Self-nomination and election by peers
- Designee from two lighting distributors. Self-nomination and election by peers

If the designee in any of the above is no longer able to participate, an alternate designee will replace the elected designee (see Alternate Participant/Succession plan below).

**Meetings:** The IAC will meet on a quarterly basis or when new developments are raised by the DLC or IAC. When possible, at least one meeting per year will be held in person and other meetings held virtually. The Executive Director of the DLC will host and Chair the meetings.

The call for topics to discuss at the next scheduled meeting will be due to the DLC two weeks prior to that meeting. Agendas will be provided one week in advance of meetings. Minutes will be recorded and provided to IAC representatives.

**Nominations and Term Limits:** Nominations for committee positions are submitted by interested candidates that meet the above requirements. IAC Committee members participation is intended to represent the interests of their respective industry role/size, with ten members elected through a peer polling process. All voters must identify their group (small, medium, controls, distributor or hort) and should belong to the same group as they are voting.

Terms for all representatives [commence on January 1 after the year of their election] are for two years and requirements include active participation in a minimum of 3 of the 4 quarterly meetings. There are no limits on how many terms a committee member may serve.

### **Alternate Participant/Succession Plan**

A predetermined alternate representative will be allowed to attend meetings if the elected or appointed committee member is unable to attend. At the beginning of

the 2 year term, each committee member shall designate one person from their company to serve as their alternate and who is able, willing, and reasonably prepared to step into their IAC position if the elected or appointed representative were unable to continue. If necessary, the DLC has the right to refuse the successor and select the candidate from their representative group with the next highest votes from the previous election.