

PEB AGREEMENT

PERMANENT EDITORIAL BOARD FOR THE AVIATORS CODE INITIATIVE

This is an agreement dated March 18, 2023, updating the agreement October 19, 2004 between the members of the Aviators Code Initiative (ACI) Permanent Editorial Board (PEB), establishing its roles and responsibilities.

- i. **Functions** – PEB members shall make and review recommendations concerning proposed amendments to ACI codes and supporting materials, approve new work product, and provide oversight of the ACI Initiative.
- ii. **Meetings** – The PEB members shall meet - electronically or in person - no less than one (1) time per year.
- iii. **Quorum and Votes** – A quorum of PEB members is required to consider binding decisions. The quorum need not all be physically present in the same location (see iv below). A majority of PEB members shall constitute a quorum. A vote of a majority of the quorum is required to approve binding decisions, unless otherwise provided in this agreement. Nonetheless, it is the intent of the PEB to seek consensus on all matters brought before them.
- iv. **Collaboration, Actions and Communications** – Most PEB work and consultation will be undertaken on-line and via teleconferencing, unless otherwise agreed.
- v. **Confidentiality** – PEB members shall maintain the confidentiality of any materials submitted in confidence to the PEB, and any internal discussions, upon request by unanimous consent of the PEB members participating therein.
- vi. **Representations** – No PEB member shall act on behalf of the PEB, create obligations for the PEB or make representations of the PEB's positions without the prior written consent of the PEB. Furthermore, in proposing changes or making recommendations, PEB members shall represent themselves rather than the organizations by which they are employed. The organizational affiliation of any PEB member shall be for identification purposes only.
- vii. **Ethics** – PEB members shall adhere to the ethical precepts of the ACI codes.
- viii. **Compensation, Expenses and Liabilities** – PEB members shall serve without compensation, and the PEB shall have no responsibility for members' expenses and liabilities incurred in connection to conducting PEB business. Members may receive reimbursement of expenses determined unanimously by the PEB to be just and reasonable.
- ix. **Agreement Revision** – Revisions of this Agreement may be made upon a two-thirds vote of the PEB members.
- x. **Acknowledgements** – Each PEB member shall be acknowledged within the Permanent Editorial Board page at www.secureav.com/PEB.pdf and elsewhere by agreement.
- xi. **Composition and Appointment** – The PEB shall consist of the below designated members. The appointment of new PEB members shall require a two-thirds vote of the PEB members.
- xii. **Resignation and Termination** – PEB members desiring to resign shall convey a written (in electronic or paper media) resignation to the other PEB members. Termination for cause shall be based upon material violation of this Agreement or incapacitation/death.

The members of the PEB are as follows:

Michael S. Baum, JD, MBA, ATP

Rusty Sachs, JD, DhE, MCFI

Ric Peri, VP AEA

Don Steinman, ATP, CFII

Bill Rhodes, Ph.D.

Donna Forsyth Wilt, Ph.D., ATP, CFII

Stan Rose, CEO HSA