

## **IAA Insurance Regulation Committee**

### **Duties of Committee Members**

Each member of the IAA Insurance Regulation Committee (IRC) is appointed by their respective IAA member association to represent that member association on the IRC. As such, the expectations, or duties, of each member are as follows:

#### **1. Participate**

Each committee member should personally attend as many meetings of the IRC as possible. They should have read and be informed on the issues on the agenda prior to the IRC meeting. If they are unable to attend personally, they should provide comments to the Chair of the IRC in advance, or send an alternate who is informed on the issues.

#### **2. Be Active Between Meetings**

Each committee member is expected to support the work of the IRC between committee meetings. That involves active following of e-mail correspondence on the Committee list server, volunteering to draft public statements that the committee is issuing, serving on task forces, and working on committee projects.

#### **3. Represent Their Member Association**

Each committee member should have discussed with the appropriate parties in their member association the items on the agenda prior to the IRC meeting. During the meeting, they should accurately express the views of their member association. If action is requested between meetings, each committee member is expected to transmit the views of their member association in an accurate and timely fashion.

#### **4. Communicate Back to Their Member Association**

Following each IRC meeting or interim action, each committee member should communicate back to their member association what actions the IRC took and what items still remain to be discussed, or what items need input from their member association.

#### **5. Bring New Initiatives to the IRC**

Each committee member is encouraged to discuss IRC issues within their member association and to bring new initiatives to the IRC from it.

#### **6. Communicate about Fast Track Procedure Items**

When an item is put on the fast track procedure (FTP), it is very important that the public statements made through the FTP are really accepted by member associations in a timely fashion. This requires each committee member to raise the item for consideration within their member association when it first comes up and to share any concerns with the Chair of the IRC prior to the FTP deadline.