Terms of Reference

-INTERNATIONAL BREACHERS GROUP-
TECHNICAL AND SAFETY ADVISORY COMMITTEE
(TSAC)

ARTICLE I – NAME

Section 1. The name of this committee shall be the "*TECHNICAL & SAFETY ADVISORY COMMITTEE*", of the *International Breachers Group*, hereinafter referred to as "the committee".

Section 2. The headquarters of this committee is located in Horn Lake MISSISSIPPI, within the INTERNATIONAL BREACHERS GROUP, as adjusted from time to time.

ARTICLE II – PURPOSE

Section 1. The purpose of the committee shall be to advance, encourage, represent, and defend the interests of method of entry (MoE) personnel within the public safety breaching community throughout the worlds military, law enforcement, and security forces.

ARTICLE III – COMMITTEE MEMBERS

Section 1. The Committee will consist of nine permanent positions, representing the interests outlined in Annex A, including a Chairperson, Vice-Chairperson, Secretary, and six additional members.

Section 2. Committee Membership should be selected with due consideration to reflect geographic representation consistent with the respondents of the triannual Breachers Census, which is distributed by the IBG. Additional membership positions may be added as additional regions of the world establish more than 5% representation in the IBG Breachers Census.

Section 3. The *IBG Board of Directors* will *appoint* two positions to the TSAC, including the Secretary, and one additional "non-voting Observer", as a representative of the *IBG Board of Directors.* The *Observer* will possess a voting right only in circumstances where a tied decision is reached and a deciding vote is required.

Section 4. The Chairperson shall be *nominated* by the *Committee* on a *simple majority* basis (5 members) and *appointed* by the *Board of Directors* of the *International Breachers Group.*

Section 5. Committee Membership shall be open to those qualifying persons expressing written interest on an as-needed basis, as serving committee members stand down or are relieved.

Section 6. Committee membership should usually be limited to no more than five (5) consecutive years without an extension approved by a *two-thirds majority* of the remaining committee members, while there is no restriction on serving additional terms.

Section 7. An immediate past Chairperson may continue to serve on the Committee for one additional year.

Section 8. Membership in the Committee, which is voluntary, shall be free of fees or dues.

Section 9. When a vacancy occurs among the Committee, the *Secretary* (or in his/her absence, the *Chairperson*) shall call for nominations. A *simple majority* of serving members will *accept* Committee Members.

Section 10. Dismissal Procedure. The IBG Board of Directors, or the TSAM Chairperson, may '*suspend a Committee Member for cause'* until review at the next quarterly board meeting. Committee Members may be rejected or relieved for cause, by vote of a *two-thirds majority* of the board members attending, where the item had been placed on the written agenda distributed at least two weeks before the meeting.

ARTICLE IV – DUTIES OF THE OFFICERS

Section 1. The *Chairperson* shall preside at all committee meetings and report directly to the IBG Board of Directors. The Chairperson is also responsible for ensuring that the committee's core deliverables are consistently carried out in good faith.

Section 2. The *Chairperson*, upon the Committee's recommendation, has the capacity to nominate additional temporary members and subcommittees as required from time to time to address specific specialized issues.

Section 3. Temporary memberships and subcommittees should typically be for no longer than 12-months. For a longer extension of a subcommittee, the *Chairperson must* obtain the approval of the *IBG Board of Directors*.

Section 4. The *Vice Chairperson* shall be nominated by a *two-thirds majority* of the Committee and appointed by the *IBG Board of Directors.*

Section 5. The *Vice Chairperson* shall, in the absence or disability of the *Chairperson*, perform all the functions of the *Chairperson* except for any financial authority bestowed by the IBG *Board of Directors*. In such cases, the financial authority remains with the *Treasurer* of the IBG *Board of Directors*.

Section 6. The *Secretary* shall keep a record of all meetings of the Committee and its subcommittees. The secretary shall distribute a draft of the minutes prior to each meeting and maintain, for the permanent record, any corrections made at the time of acceptance. At the end of each 12-month period, and one calendar month prior to the *International Breaching Symposium*, the *Secretary* shall provide a complete set of the official minutes to the *Secretary* of the *IBG Board of Directors*.

ARTICLE V – MEETINGS

Section 1. The Committee shall meet quarterly per calendar year, at a time and place determined by the *Chairperson*. *Two-thirds (2/3)* of the Committee shall constitute a *quorum,* and a two-thirds majority of those present shall decide action on motions. Notices of meetings shall be sent two weeks in advance of the date thereof.

Section 2. Committee Members who have a conflict of interest concerning particular issues must recuse themselves from voting in such circumstances.

Section 3. Topics or votes may be held over for a maximum of two meetings, as required, to enable a vote of the full committee, by a simple majority vote, of those present.

Section 4. Special meetings of the Committee may be called by the *Chairperson* or the *Board of Directors*, or upon written request of three (3) members. Notice shall be sent at least two weeks prior to the date of the meeting. The business to be discussed shall be stated in the notification to all Committee Members.

ARTICLE VI – FISCAL PERIOD

Section 1. The fiscal year of the Committee shall start on November 01st and end on October 31st, in order to coincide with the annual *International Breaching Symposium*.

Article VII – Reasons for Dismissal

Section 1. A membership or application for membership to the Committee; or to other IBG meetings and events may be rejected or dismissed, either temporarily or permanently, by *a two-thirds* majority vote, with consideration to the following:

a) The member or applicant is wanted for or is arrested for an indictable offense
b) The member or applicant demonstrates unsafe practices or practices contrary to those industry standards identified by the Committee, or
c) The member or applicant becomes involved in activities that may negatively portray the IBG or the Committee

ARTICLE VIII – Core Deliverables

Section 1. The Committee will routinely deliver the following output:

a) Triannual distribution and review of the *International Breachers Census*
b) Coordinate the contribution of articles and best practices to the quarterly IBG Journal
c) Identify and assign topics of interest for presentation at the annual *International Breaching Symposium* and other significant breaching conferences worldwide
d) Quarterly review of any reported safety incidents
e) Maintain the "IBG Chat Group" on Secure Messenger (e.g. Signal)
f) Conduct periodic quality assurance and curricula review of training institutions and programs against industry competency standards, and
g) Notification and distribution of all reported significant After Actions Reviews (AAR), including lessons learned, specific to methods of entry in all domains of public safety, military, and hostage rescue breaching.

ARTICLE VIII – AMENDMENTS TO BYLAWS

Section 1. These Terms of Reference (TORs) may be amended, in whole or in part, *by a two-thirds majority* vote of those present at a meeting of the TSAC, provided that the meeting notice

contains specific notice of Intention and that a summary of the proposed change/changes is included.

ARTICLE IX – PARLIMENTARY PROCEDURE

Section 1. When any formality beyond the ordinary courtesies of joint action is required, Roberts Rules of Order (most recent edition) shall govern the proceedings.

ARTICLE X – DISSOLUTION

Section 1. Upon the dissolution of the Committee, any assets shall be distributed for tax-exempt purposes within the meaning of United States Internal Revenue Code Section 501 (c) (3) or the corresponding section of any future tax code.

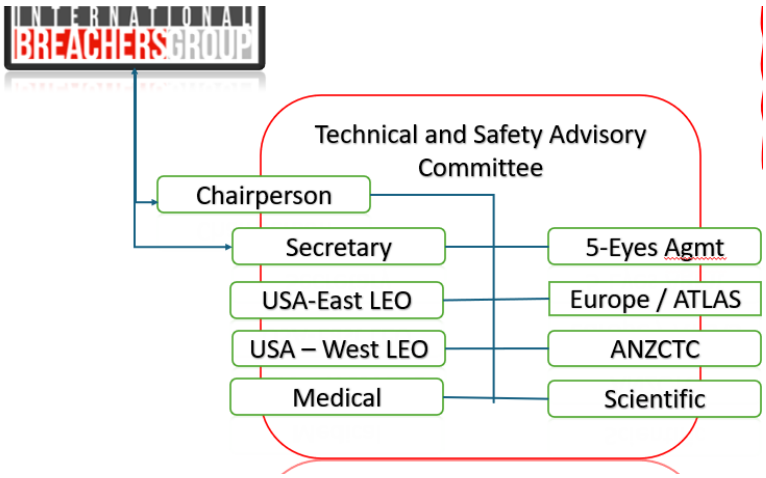
Annex A

Committee Membership

The *Technical and Safety Advisory Committee* ("The Committee") of the *International Breachers Group* (IBG), will comprise nine (9) permanent members representing the following interests:

1. One current serving (or serving within the last 3 years) member of a domestic Type-I law enforcement Tactical Team (aka. SWAT) at the state or local level from either the West, Mid-West, or South-West regions of the United States of America.
2. One current serving (or serving within the last 3 years) member of domestic Type-I law enforcement Tactical Team (aka. SWAT) at the state or local level from either the North-East or South-East regions of the United States of America.
3. One current serving (or serving within the last 3 years), member of a domestic Type-I law enforcement Tactical Team from Western Europe, preferably within the *ATLAS Network.*
4. One current serving (or serving within the last 3 years) member of a domestic Type-I law enforcement Tactical Team from within the *Australia & New Zealand Counter-Terrorism Committee* (ANZCTC)
5. One current serving (or serving within the last 3 years) member of a National Tier-1 Counter Terrorism or Hostage Rescue Unit from countries within the '*Five-Eyes Agreement*.'
6. Two current serving (or serving within the last 3 years) members of the scientific community contributing to the study and development of energetic material for hostage rescue methods of entry
7. Two current serving (or serving within the last 3 years) members of the medical community who are contributing to the study and development of the effects of energetic materials and blast overpressure (BOP) on personnel at the *Physician* or other *Advanced Provider* level.

Note: A single Committee Member may represent one or more of the above interest groups (e.g. an Advanced Care Provider from FBI-HRT would meet criteria #5 and 7).



Annex B

Annual Deliverables

January
February -Quarterly Meeting (Virtual)
March (Quarterly IBG Newsletter)
April
May -Quarterly Meeting (Virtual)
June (Quarterly IBG Newsletter)
July
August -Quarterly Meeting (Virtual)
September (Quarterly IBG Newsletter)
October -Deliver Summary of Minutes to IBG Board of Directors
November -International Breaching Symposium -Quarterly Meeting (in-person)
December (Quarterly IBG Newsletter)