



AAAAI Policy Regarding the Development of Joint Activities with Other Organizations or Entities

This policy relates to ideas regarding the creation of a “joint” work group report, “joint” slide set, “joint” manuscript, “joint” committee, etc.

1. The proposal to create a joint activity must be shared with the leadership of each individual organization in advance of formalizing the activity.
2. The proposal must include the name of the joint activity along with its purpose, methodology, publication plan, intended audience, inclusive list of all organizations proposed for involvement, timeline, list of suggested members and his/her role in the activity.
3. The leadership of each organization involved in the proposed joint activity will review the proposal and render a decision regarding support, as well as its purpose and members. This decision will be communicated within four weeks of receiving the request.
4. If the joint activity is approved, all communications from this group, including but not limited to manuscripts, must be reviewed via the standard procedure applied to such activities (task force reports, manuscripts, slide sets, webinars, etc) by each of the involved organizations. This process must be done in advance of publicly sharing or submitting any joint activity documents/products.
5. If at any time there are changes to the joint activity, including but not limited to title, scope, members, or timeline, the proposed changes must be communicated to the AAAAI, as well as each individual organization, for review and approval.
6. An annual report on the joint activity must be submitted to the AAAAI Board of Directors for review and comment.