ASBA POLICY PROCESS TIMELINE

January

Call for proposed policy positions to boards and Zones.

March-April

- Boards submit proposed policy positions to Zones.

End of May

- Zones identify a maximum of three proposed policy positions (Zone 2/3 – six) and submit them to ASBA Board of Directors for consideration for FGM (email to htkachuk@asba.ab.ca).

June-October

- ASBA Policy Development Advisory Committee (PDAC) reviews proposed policy positions, works with originating boards to clarify intent, add relevant background, etc. and presents to Board of Directors with recommendations.

August-September

- Proposed policy positions are reviewed by ASBA Legal.
- Board of Directors approves proposed policy positions for circulation to boards and Zones.

End of September

- Zones and boards review proposed policy positions to ensure each is sufficiently clear for boards to make informed decisions. (Email any edits to htkachuk@asba.ab.ca).

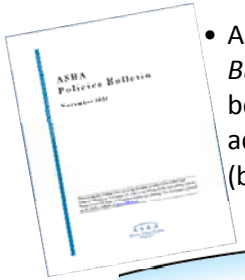
Early October

- PDAC finalizes proposed policy positions; presents them to Board of Directors, which accepts them for presentation to the membership at FGM.

28 days prior to business meeting

Deadline for proposed emergent policies.

21 days prior to business meeting



- ASBA sends *Policies Bulletin* to all member boards 21 days in advance of FGM (bylaw requirement).

the Sunday prior to business meeting

- PDAC meets to discuss FGM business session and any proposed emergent policies for consideration at FGM.

the third Monday in November

FGM business session

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