Welcome to the 33rd IAQG Council Meeting
Moscow meeting May 23, 2013
Housekeeping
Domestics

• Fire exits
• Restrooms
• Mobile phones – Switched off, or Silent
• Laptops – Please show courtesy to the presenters by refraining from the use of laptops
• No smoking
Code of Conduct

• Speak slowly
• Speak up if you do not understand
• Set cellular phones to silent mode
• Minimize computer use & be courteous to the presenters
• Start/End on time
• Follow published agenda
• The first time you use an acronym, please state its meaning
• Audio or video recording is not permitted
• Actively participate

• Attack the issue, not the person
• Respect all ideas and comments
• Only one person speaks at a time
• Avoid side meetings & private conversations
• Use the microphone and identify yourself when speaking
• Do not dominate the discussion
Anti-Trust Reminder

• Participants are not to discuss non-public, company-specific information relating to present or future competition in the marketplace
• Discussion of any of the following company-specific information is improper and is not permitted:
  • Prices (including any element of prices, such as credit terms, rebates or discounts)
  • Company-specific costs (discussion of comparative costs of technological alternatives is permitted)
  • Profits
  • Individual customers
  • Individual competitors
  • Business or strategic plans
  • Research & development
• Each participant is asked to speak-up immediately if these rules are not followed.
Conflict of Interest Reminder

• An interested individual must disclose the existence and nature of any potential conflict of interest to the Leadership Team
  • An interested individual is any member representative of the IAQG, working groups, or any subsidiary body who has a direct or indirect financial interest in a proposed transaction
  • Financial interest includes:
    • Ownership or investment interest in the entity in which the IAQG has a proposed transaction or arrangement
    • A compensation arrangement with the IAQG or with any entity with which the IAQG has a proposed transaction or arrangement
    • A potential ownership or investment interest in, or compensation arrangement with, any entity with which the IAQG has a proposed transaction or arrangement
• After disclosure of the potential conflict, the interested party will leave the concerned IAQG body
Members of the IAQG include numerous companies engaged in development of aerospace and defense technology

All members, and participants in IAQG working groups or any subsidiary body, must remain mindful of the laws and regulations regarding export/import of those technologies

Each member shall:

- Comply with all relevant export, import, and sanction laws, regulations, orders, and authorizations
- Items that are restricted by export/import regulations of any country will not be introduced or accessed
- All members conduct business in a way that assures that export restricted products and data are not shared
- Each member is responsible for his/her compliance to their country’s export/import laws and regulations
- Each member in possession of any export/import controlled technical data is responsible for safeguarding and protecting this technical data
Intellectual Property Reminder

• The IAQG is committed to maintaining a fair development process for materials within the Scope of the organization
• Member companies participate in working groups to create these materials
• IAQG Members are responsible for:
  • Ensuring the IAQG has the freedom to use the deliverables created in working groups
  • Ensuring intellectual property rights will be granted to the IAQG
• Each working group lead and sponsor is responsible for compliance to the IAQG Intellectual Protection Policy
Ethics Reminder

• The IAQG values their members, and each member and participant is entitled to be treated with courtesy and respect
• The IAQG respects the dignity and private life of each of its members and participants
• The IAQG looks for an atmosphere of good communication, involvement, and responsibility
• No form of discrimination or harassment will be tolerated
• Members and participants must abide by the law in all geographic locations where the IAQG carries on activities
• No form of corrupt practices for the benefit of those in the public or private sector will be tolerated
• Business courtesies, such as gifts and hospitality, given or received from customers, suppliers and partners must not exceed a nominal value and may not influence, or give the appearance of influencing, a decision
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Rules, the Roster, the Agenda

• IAQG Roster will be circulated
• Check your details and amend if necessary
• If you see a name in the Roster of someone you believe is no longer involved, please put a line through their details and note your name next to it

• Pros & Cons of the meeting – to be completed by all Council attendees by the end of Council meeting – hand to DonB, David, or Becky
Minutes from Nagoya Meeting were posted in the IAQG private web pages.

- Propose that the minutes be accepted as written
- Many thanks to Bryan Blunt for taking the minutes for the Nagoya meeting and again here in Moscow
<table>
<thead>
<tr>
<th>Presenter</th>
<th>Don Buehler</th>
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<tr>
<td>Subject</td>
<td>Nagoya Council minutes</td>
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<td>Does the Council accept the proposal to:</td>
<td>Accept minutes</td>
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<td>A vote in favor means:</td>
<td>We accept the minutes</td>
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<td>Not voting in favor means:</td>
<td>We must change the minutes such that they can be accepted as accurate</td>
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<td>Council Decision:</td>
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Performance Excellence Marketplace

• Be sure to visit the PEM companies participating here in Moscow:
Enjoy your time in Moscow, Russia