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|  <p>policies and procedures ELECTRIC BOAT MANAGEMENT ASSOCIATION</p> | APPROVED | NUMBER 2-1 |
| | | ISSUE 5 |
| | DATE February 25, 2009 | PAGE 1 OF 2 |
| <p>SUBJECT</p> <p style="text-align: center;">LONG AND SHORT RANGE PLANNING COMMITTEE</p> | | |

PURPOSE

To outline the function of the Long and Short Range Planning Committee.

AREAS AFFECTED

Board of Directors

DEFINITIONS

None

GENERAL

- A. Function. The Long and Short Range Planning Committee develops long and short range plans that will provide meaningful goals for the EBMA. Objectives compatible with the Constitution and Bylaws should then be set to support the goals. These objectives will serve as a guide for EBMA activities. The committee shall work with other committees to ensure the Board of Directors' actions are consistent with meeting the long and short range goals.

- B. Length of Plan. The Long Range plan shall extend for a period of at least five (5) years with emphasis on the first three (3) years.

- C. Committee Membership. EBMA Bylaws, Article VI, Section 6, assigns the responsibility to the Board of Directors for "setting... long range goals for future organization achievement". Therefore, this Committee will be appointed by the Chairperson of the Board. The Committee shall consist of two (2) Board members.

- D. Responsibilities. The Committee shall be responsible for developing and updating coherent long-range plans and supporting objectives. The Committee is encouraged to solicit, compile and formulate all gathered data which will be presented to the Board of Directors in a formal presentation and / or manner. This Committee has authority, to seek and obtain information and advice as required to formulate long range reports.

PROCEDURE

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| 1. | Board of Directors Chairperson | Appoint two (2) members of the Board at the July meeting to the Long and Short-Range Planning Committee. |
| 2. | Long and Short Range Planning Committee | Prepare and submit Short Range Plan to the Board of Directors at the September meeting. Provide comments and approve the Short-Range Plan at the September Board meeting. |
| 3. | | Submit to the Board of Directors at the October meeting an outline of the items being considered for the revised Long-Range Plan. Include a status of objectives in the current Long-Range Plan. |
| 4. | Board of Directors | Provide comments on the outline submitted by the November meeting. Take action, as necessary, to resolve problems or lack of progress in the implementation of objectives contained in the present Long-Range Plan. |
| 5. | Long and Short Range Planning Committee | Submit Long-Range Plan to Board of Directors at the January Board meeting. |
| 6. | | Resolve any comments received from Board of Directors and submit the Long-Range Plan. |
| 7. | Long and Short Range Planning Committee | Present final Long and Short Range Plans to the incoming administration at the June Board meeting. |