

**Draft**

**MEMORANDUM OF UNDERSTANDING**

**Between**

**Building Performance Institute, Inc. (BPI)**

**and**

**Building Performance Institute Canada, Inc. (BPI-Canada)**

**1.0 Purpose**

BPI and BPI-Canada enter into this Memorandum of Understanding in order to promote the improved energy performance of homes in Canada and the United States.

**BPI**

BPI was founded in 1993 as a credentialing organization focused on existing residential energy efficient retrofits. BPI is now an ANSI accredited standards developing organization and a certification organization.

**BPI-Canada**

BPI-Canada was founded in 2012 as a quality assurance program delivery organization which is focused on existing residential energy efficient retrofits.

**2.0 Goal of Agreement**

The goal of this Memorandum of Understanding is to foster the development of building performance in Canada and the United States through coordination and cooperation.

BPI and BPI Canada share mutual goals and cooperation will serve to make both efforts more effective.

**3.0 Roles and Responsibilities**

**BPI**

- 3.1 Develop and maintain ANSI accredited standards
- 3.2 Develop and maintain ANSI accredited certifications
- 3.3 Develop and maintain a contractor accreditation program
- 3.4 Develop and maintain a Quality Assurance Program (QAP) relating to the contractor accreditation
- 3.5 License the use of BPI standards, certifications, contractor accreditation and QAP to BPI Canada

BPI - Canada

3.6 Enter into a license agreement with BPI to use BPI standards and certifications in Canada

3.7 Pay a license fee to BPI for the licensed products.


**4.0 Administration of the Agreement**

3.1 Each organization agrees to identify a contact person(s) to monitor and assess implementation and application of the agreement within their organization and to address inquiries, disputes or questions arising from the implementation of the agreement.

3.2 Each organization agrees that this agreement is a dynamic and evolving instrument that may be amended with the consent of both organizations. The organizations agree to initiate periodic reviews of this agreement every year after 2013, and the operation of the agreement when such request is made by one of the organizations.

3.3 Each organization agrees to give written notice to the other of its intent to withdraw from this agreement at least thirty (30) days before the organization withdraws.

**Signature of Organizations**

By 

Laverne Dalglish, Operating Manager  
Building Performance Institute Canada,  
Inc.

Date JUN 18, 2013

By 

David Hepinstall, Chairman  
Building Performance Institute, Inc.

Date 6/15/13