**BOARD RESOLUTION OF [YOUR COMPANY NAME]**

**ACKNOWLEDGMENT OF UPDATED GUIDELINES**

**DULY PASSED ON [DATE]**

# ACKNOWLEDGEMENT OF UPDATED GUIDELINES

WHEREAS, the [NAME OF YOUR COMPANY] is a [TYPE] organisation which is accountable through its Board members and staff to [SPECIFY];

WHEREAS, regulations are required to support the staff, to notify the public, and to provide a foundation for accountability to the public and to applicable laws;

WHEREAS, legislation requires [YOUR COMPANY NAME] to establish regulations, as amendments to [LAWS];

WHEREAS, the Board's Policy and Planning Committee coordinated development of the regulations, established a period of public comment, reviewed the comments and forwarded committee recommendations to the full Board for their consideration; and

WHEREAS, the Board has reviewed those regulations, and approved them; and

WHEREAS, a copy of the regulations is attached hereto as Annexure A;

RESOLVED, [YOUR COMPANY NAME] adopts the regulatory amendments brought before it today and directs Board staff to work with the Department of [DEPARTMENT NAME] to promulgate the regulations pursuant to [LAW].

RESOLVED FURTHER, that the officers of [YOUR COMPANY NAME] are, and each acting alone is, hereby authorised and directed to take such further action as may be necessary, appropriate or advisable to implement this resolution and amendment and any such prior actions are hereby ratified; and

We, the undersigned, hereby certify that [YOUR COMPANY NAME] is comprised [NUMBER] members, of whom [NUMBER], constituting *a quo*rum, were present at a meeting duly and regularly called, noticed, convened and held this [DAY] day of [MONTH, YEAR], and that the foregoing Resolution was duly adopted at said meeting by the affirmative vote of [NUMBER] members, and opposed by [NUMBER] members, and that said Resolution has been duly recorded in the Minute Book and is in full force and effect.

[DIRECTOR]

[DIRECTOR]

[DIRECTOR]

**ANNEXURE A**

**NEW REGULATIONS**