

# Procedure for Maintaining and Amending Policies

## A. USMS Policies

USMS policies and the LMSC Standards will be reviewed at least every two years by the Board of Directors. Changes in policy require a majority vote of the BOD.

## B. Internal Committee Operating Guidelines

Internal committee operating guidelines will be maintained by the relevant committees and shall be reviewed at least every two years. Committee policies and guidelines that extend beyond internal committee operations are USMS policies and are subject to review by the Board of Directors.

Initial approval by the Board of Directors on 9/18/2011.

Reviewed and amended by the Board of Directors on 3/22/2021.