



You cannot download documents by going to the Member's Portal directly. You must click on the desired link on the "Building an Infrastructure for Quality" page (<http://cccif.org/BldgInfrastructureReport.html>).

- 1) Click on the link for the document(s) you would like to download:
 - a. ["Building an Infrastructure for Quality" Report and Executive Summary](#)
 - b. ["Facilities Inventory Project Data Report"](#)
 - c. ["Facilities Inventory Project Boston Report"](#)
 - d. ["Program Facility Standards"](#)

- 2) Log in with your email address and password. You will be automatically redirected to the selected document.
 - a. **If you do not know your password**, click on "Retrieve Account Information". Once you have received your password, return to (<http://cccif.org/BldgInfrastructureReport.html>) and click on the document link(s).

 - b. **If you do not have an account**, click "New Member Registration". Click "Sign Up. Complete information and save. Then return to (<http://cccif.org/BldgInfrastructureReport.html>) and download the document(s).

To edit "Member's Profile":

 - *If your company/organization is not listed, please click "New" and enter your organization.*
 - *Please select a Program Category and Tax Status*

If you have any questions about this process, please call us! 617-727-5944