

**ASME**  
**A112 Plumbing Materials and Equipment**  
**Policies**

**Subject: PM-1**  
**Project Initiation Request Form**

This Policy Memorandum implements the attached form for use in submitting requests for initiation of standards related projects by the A112 Standards Committee.

Reviewed and approved by the A112 Main Committee on December 9, 1998.

**New Standards Proposal Form**

In addition to the current PIR, a more detailed form will be implemented for use when proposing brand new standards. The current PIR form would still be used for revisions of standards.

F. Constantino  
Secretary, A112

Revised January 11, 2005: Transmittal letter revised, in the first sentence, “new standards” changed to “standards”

Revised July 24, 2007: Note added under “Scope of Project.”

Revised July 22, 2009: ADDED: Document Affected and Project Team

Revised July 14, 2011: ADDED: New Standards Proposal Form



## Request for the Development of a New ASME Standards Activity

<b>1.</b>	<b><i>Provide the title and scope of the proposed standard. [Note: This includes technical reports and guides.]</i></b>
<b>2.</b>	<b><i>Identify the affected stakeholders/users and the need(s) the proposed standard is intended to address. If possible, provide reference materials (including documents suitable as the basis for a first draft).</i></b>
<b>3.</b>	<p><b><i>Will the proposed standard enhance public safety?</i></b>      Yes <input type="checkbox"/>    No <input type="checkbox"/>    Not Sure <input type="checkbox"/></p> <p><b><i>If Yes, describe how.</i></b></p>
<b>4.</b>	<p><b><i>Will the proposed standard contribute to economic efficiency, in terms of facilitating supplier/purchaser agreements and/or international trade?</i></b>      Yes <input type="checkbox"/>    No <input type="checkbox"/>    Not Sure <input type="checkbox"/></p> <p><b><i>If Yes, describe how.</i></b></p>
<b>5.</b>	<p><b><i>Are there any potentially conflicting or duplicative standards in existence or being developed by other standards developing organizations?</i></b>      Yes <input type="checkbox"/>    No <input type="checkbox"/>    Not Sure <input type="checkbox"/></p> <p><b><i>If Yes, identify the standard(s)/standards developing organization(s).</i></b></p>
<b>6.</b>	<p><b><i>Does the proposed standard fall under the jurisdiction of a federal agency?</i></b>      Yes <input type="checkbox"/>    No <input type="checkbox"/>    Not Sure <input type="checkbox"/></p> <p><b><i>If Yes, identify the agency and pertinent reference (e.g. Title and Part of the U.S. Code of Federal Regulations).</i></b></p>
<b>7.</b>	<p><b><i>Which of the below best characterizes the evolution of the proposed standard?</i></b></p> <p><input type="checkbox"/> <i>The proposed new standard is an outgrowth of another standards development activity. If checked, please indicate the related activity.</i></p> <p><input type="checkbox"/> <i>The proposed new standard addresses emerging and innovative technological approaches.</i></p> <p><input type="checkbox"/> <i>The proposed new standard reflects new approaches and practices or fills unmet needs.</i></p>

8.	<p><b>Does the proposed standard contain any patented items or activities?</b>  Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/></p> <p><b>If Yes, identify the patented item or activity.</b></p>
9.	<p><b>Does the proposed standard fall under the jurisdiction of an existing ASME Standards &amp; Certification committee or board? [For a list of current ASME Standards &amp; Certification committees refer to <a href="http://cstools.asme.org/csconnect/CommitteePages.cfm">http://cstools.asme.org/csconnect/CommitteePages.cfm</a>.]</b>  Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/></p> <p><b>If Yes, identify the committee or board.</b></p>
10.	<p><b>Could the proposed scope be incorporated within an existing ASME standard?</b>  Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/></p> <p><b>If Yes, identify the standard.</b></p>
11.	<p><b>Would this standard, if developed, provide opportunities for supporting products or services, e.g. training or certification?</b>  Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/></p> <p><b>If Yes, please explain.</b></p>
12.	<p><b>Which of the below best characterizes the proposed standardization approach?</b></p> <p><input type="checkbox"/> <i>It is anticipated that the standard will apply a prescriptive approach.</i></p> <p><input type="checkbox"/> <i>It is anticipated that the standard will apply a performance-based approach.</i></p> <p><input type="checkbox"/> <i>It is anticipated that the standard will apply both prescriptive and performance-based approaches.</i></p>
13.	<p><b>Provide a list of companies, trade associations, agencies, and other principle groups advocating for the creation of a new standard. Please indicate which of these are willing to support the standard's development process. Provide personal contacts where possible. [Note: It is recommended that proposers volunteer to participate in the standards developing process.]</b></p>
14.	<p><b>Is it anticipated that this standard will be global in scope?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/></p> <p><b>If Yes, identify international stakeholders. Provide personal contacts where possible.</b></p>
15.	<p><b>What is the estimated timeframe to produce a standard? Explain.</b></p>

By signing the below, I acknowledge that copyright and all rights in all materials produced by ASME Standards and Certification Committees are owned by ASME, that ASME may register copyright in its own name, and that the only permitted reproduction of ASME copyrighted material is for Committee business. ASME Society Policies are available on ASME's web site at <http://www.asme.org/asmepolicies>.

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

**Evaluation of request.**

Requests for the development of a new ASME standard activity will be evaluated in accordance with ASME Codes & Standards Policy (CSP) 49, Guide for Establishing New Codes or Standards Projects, available at:

<http://cstools.asme.org/csconnect/pdf/CommitteeFiles/7614.pdf>

**Reference documents:**

CSP-49 Guide for Establishing New Codes or Standards Projects, March 11, 2009

Procedures for ASME Codes and Standards Development Committees, Rev. 13, July 27, 2009

**Subject: PM-2**  
**Units of Measurement**

ASME Policy CSP-60 states SI will be primary.

The committee reviewed ASME Policy CSP-60 and decided to include the following statement in all new standards and subsequent revisions to standards.

“The values stated in either SI (metric) or inch/pound units are to be regarded as the standard. In this Standard, the inch/pound units are shown in parentheses. The values stated in each measurement system are equivalent in application; however, each system is to be used independently. Combining values from the two measurement systems can result in non-conformance with this Standard. All references to gallons are to US gallons.”

Reviewed and approved by the A112 Main Committee on July 14, 2011.

F. Constantino  
Secretary, A112

Revised July 14, 2011: Policy change based on ASME Policy CSP-60

## **Subject: PM-3**

### **Project Team Meetings**

The following procedures and policies apply to the scheduling and conduct of project team meetings:

1. Meetings held not in conjunction with a meeting of the Main Committee.  
A meeting notice shall be distributed at least two months prior to a meeting unless a shorter period is approved by the Chair and Secretary of the Main Committee. A copy will be made available to the Secretary of the Main Committee who, upon request, will carryout it's distribution. The relevant information will be posted to the A112 web site by the Secretary of the Main Committee.

The meeting notice should, at a minimum, include the following information:

- Name of the group meeting
- Meeting location
- Meeting start time and approximate duration (or estimated adjournment time)
- Hotel accommodations, if necessary

2. Meetings held not in conjunction with a meeting of the Main Committee (with limited ASME Support).

The requirements of item 1 above apply. In addition, a request for meeting room arrangements (including hotel accommodations) will be submitted to the Secretary of the Main Committee at least three months prior to a meeting (preferably four months). The request should include the following information:

- Name of the group meeting
- Meeting location (city, state)
- Meeting start time and approximate duration (or estimated adjournment time)
- Approximate number of attendees
- Preferred hotel, if any.

ASME will pay for the cost of a meeting room including a flip chart (or equivalent) and screen. All other expenses must be assumed by the participants.

3. Meetings held in conjunction with a meeting of the Main Committee.  
These meetings will be arranged through the Secretary of the Main Committee. Request for meeting rooms should include the following information:

- Date
- Meeting start time and approximate duration
- Approximate number of attendees
- Special equipment (e.g. overhead projector, screen, etc.)



4. Meeting Agenda.

A meeting agenda should be distributed to those attending the meeting and the Secretary of the Main Committee prior to a meeting. It should, as a minimum, include the following elements:

- Name of the group meeting
- Address of the meeting location (including the name of the room)
- Meeting date
- Time meeting is to convene
- Items to be discussed at the meeting
- Approximate time meeting is expected to adjourn

5. Meeting Report.

A report of the meeting should be prepared and approved at the conclusion of the meeting, if possible. In any event, a copy of the report should be distributed with a copy sent to the Secretary of the Main Committee. It should, as a minimum contain the following elements:

- Name of the group meeting
- Address of the meeting location (including the name of the room)
- Meeting date
- Time meeting is convene
- Attendance list
- Approval of the minutes of the previous meeting, if applicable
- Actions taken at meeting (which can be in the form of an attached draft)
- Time meeting is adjourned

6. Meeting Scheduling.

All project team meeting notifications shall be submitted no later than six weeks prior to a meeting week. The staff secretary will also be given the authority to schedule necessary project team meetings.

Reviewed and approved by the A112 Main Committee on September 20, 2000 (LB 00-14).

F. Constantino  
Secretary, A112

Revised: December 8, 2009: Editorial changes made  
Revised: July 14, 2011: ADDED Meeting Scheduling

**Subject: PM-4**  
**Access to Raw Research Data**

This Policy Memorandum elaborates on the following action taken by the Main Committee at its January 25, 2001 meeting for handling the issue of access to raw data used as a basis for technical requirements in A112 Standards:

VOTED that raw research data used to base technical requirements included in an A112 standard be made available upon request to members of the A112 Main Committee and concerned Project Team. Such data may be edited to provide for the elimination of source identifiers when necessary (identification by blind coding or other descriptors).

A112 Project Teams and/or other subordinate standards development activities shall be guided by the this policy when considering the appropriateness of accepting data either solicited or offered for the purpose of developing technical requirements to be included in A112 standards. Testing organizations/sponsors shall be made aware of this policy and their obligation to agree with its provisions as a prerequisite for consideration of any test results offered to the committee. For the purposes of control, raw research data generated and accepted under this policy, shall be provided to the Secretary of the A112 Main Committee to whom requests for the data shall be made.

Members receiving such data are responsible for its security and agree to restrict its use for committee purposes only (e.g., for the purposes of discussion at a committee meeting or as a basis for a response to a letter ballot or other vote on approval of a draft standard or portion thereof). The data and the information contained therein shall not be shared with any person or organization and shall be returned to the Secretary of the Main Committee after an agreed period of review. For this purpose, the Secretary of the Main Committee shall maintain an appropriate log.

This Policy does not apply to data generally available through research publications or other means and to which there is no security or proprietary issue attached.

Reviewed and approved by the A112 Main Committee on July 19, 2001.

F. Constantino  
Secretary, A112

**Subject: PM-5**  
**Project Team Membership**

- 1 Appointments.  
This Policy Memorandum elaborates on the following action taken by the Main Committee at its July 22, 2009 meeting for handling the issue of appointing members to the A112 Project Teams:

“The nominations for all appointments to any A112 project team must first be sent to the project team leader for approval. If he/she disapproves the appointment, reasoning must be submitted for the A112 Standards Committee review. The Standards Committee will then make the final decision regarding the appointment.”

Reviewed and approved by the A112 Main Committee on July 22, 2009.

- 2 Terminations.  
The committee has decided it should add a termination policy in order to make sure project teams are streamlined and balloting is not affected by a lack of voting. The following policy was agreed upon:

“Not attending three consecutive meeting via teleconference or in-person or not voting on three consecutive ballots is grounds for termination. Each instance will be reviewed by the project team chair as well as the standards committee chair. The member in question will be given the right to appeal.”

Reviewed and approved by the A112 Main Committee on July 14, 2012.

F. Constantino  
Secretary, A112

Revised July 14, 2011: ADDED Termination Policy

**Subject: PM-6**  
**Regulatory Authority Committee**

This Policy Memorandum elaborates on the following action taken by the Main Committee at its July 22, 2009 meeting for handling the issue of the Regulatory Authority Committee:

It is the purpose of the A112 standards committee to develop and maintain standards on materials, fixtures, devices, and equipment used or installed in plumbing or mechanical systems. These A112 standards are often adopted by jurisdictional authorities and/or referenced in model codes. To help promote use of the A112 Plumbing standards and to foster communication the committee shall establish a Regulatory Authority Committee (RAC) as set forth below.

(a) Membership. Every jurisdiction enforcing one or more ASME A112 standard shall be entitled to appoint a representative to the RAC. The representative shall be an official responsible for enforcement of plumbing Codes, standards, or regulations or a delegated representative. Members or alternates of the standards committee are precluded from membership on the RAC.

(b) Appointment. Membership on the RAC is voluntary and only requires a letter of appointment from the jurisdiction, on file with the ASME A112 Secretary.

(c) Officers. The RAC shall elect a Chair, Vice Chair and Secretary for a three year term of office. The Chair, or Vice Chair in the Chair's absence, or Secretary in the Chair and Vice Chair's absence, shall act as a spokesperson for the RAC at the A112 standards committee meetings.

(d) Secretary. The Secretary shall record and, with the assistance of ASME, distribute agendas and minutes of all meetings of the RAC to the RAC members. The Secretary shall receive and maintain all documents relative to the RAC and any correspondence with interfacing organizations or individuals in the name of the RAC, and perform other duties as requested by the Chair. In the absence of the Chair and Vice Chair at a meeting, the Secretary shall take the chair.

(e) Meetings. The RAC should meet (or hold a telephone or Web conference) at least once annually. Attendance shall be encouraged but is not required. A meeting should be held prior to, or in conjunction with, the standards committee meeting.

(f) Privileges and Responsibilities. Members of the RAC will be provided access to standards committee ballots and are encouraged to comment on ballots sent out for first consideration. The standards committee and/or applicable Project Teams shall respond to comments from RAC members.

(g) Annual Survey. A survey shall be sent to the members of the RAC on an annual basis. It shall request any questions on, or proposed revisions or additions to (e.g., need for new standards), the A112 standard being enforced in the jurisdiction. The results of the survey shall be provided to the A112 standards committee.

Reviewed and approved by the A112 Main Committee on July 22, 2009.

F. Constantino  
Secretary, A112

**Subject: PM-7**  
**A112 Cases**

Cases shall only be considered as a health and safety issue after a recommendation from the project team that it is technically viable, and is an urgent need. A PIR shall be submitted from the proponent(s) of the case and the project team leader when a case is issued.

Reviewed and approved by the A112 Main Committee on July 14, 2012.

F. Constantino  
Secretary, A112

**DELETED      PM**  
**A112 Draft Outline Template**

This Policy Memorandum implements the subject template to assist A112 Project Teams in the preparation of A112 Draft Standards. The template may be obtained from the Secretary of the Main Committee or downloaded from the A112 web site.

Suggestions for improvement of the guide/template should be forwarded to the Secretary of the A112 Main Committee.

Reviewed and approved by the A112 Main Committee on September 20, 2000 (LB 00-14).  
DELETED by the A112 Main Committee on July 24, 2007 [Meeting].

F. Constantino  
Secretary, A112