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PREFACE

Authority, Scope and Purpose

The ASME Constitution and By-Laws that provide the foundation and authority for the Standards and Certification Sector are available on the ASME Web site at http://www.asme.org/about-asme/governance/asme-constitution-and-by-laws

The Standards and Certification Sector, under the direction of the Board of Governors, is responsible for the activities of the Society relating to codes and standards, including related conformity assessment programs. The Standards and Certification Sector is led by the Council on Standards and Certification.

The Supervisory Boards, under the direction of the Council on Standards and Certification, shall supervise the activities as defined by the By-Laws.

The Standards Committees, under the direction of the Supervisory Boards, will operate in accordance with procedures that provide for procedural due process in accordance with acceptable criteria for American National Standard Procedures and such other criteria that may be established in the national interest for voluntary codes and standards.

The Supervisory Boards, under the direction of the Council on Standards and Certification, will assess the needs for codes, standards, and conformity assessment activities, recommend the committee charters to address the need, assure that proposed codes and standards are developed in accordance with procedures providing for due process, provide a forum for hearing appeals of standards committees’ actions or inactions*, and approve codes, standards, and conformity assessment criteria on behalf of the Society, based on assurance that the code, standard, or criteria was developed under procedures meeting the criteria for the development of American National Standards.

* Which shall include authority to direct entities under their supervision to take such procedural actions as are deemed necessary to assure due process, except that consensus code or standards writing activities, are subject to recommendations for consideration only.
1. ORGANIZATION AND MEMBERSHIP OF COUNCIL ON STANDARDS AND CERTIFICATION

1.1 ORGANIZATION

1.1.1 The Council on Standards and Certification is responsible to the Board of Governors.

1.1.2 The Boards and Committees responsible to the Council on Standards and Certification are those listed in B5.4.2.1 (By-Laws).

1.1.3 The Council on Standards and Certification Committee on Nominations shall be made up of three members of the Council, appointed by the Chair of the Council at the beginning of each fiscal year, after consultation with the Vice Chairs and Secretary of the Council. When a member of this Committee is being considered as a nominee, that member shall not be present.

1.1.4 See Appendix 1 for Standards and Certification organization chart
See Appendix 2 for Standards and Certification Vision and Mission Statements

1.2 MEMBERSHIP OF THE COUNCIL ON STANDARDS AND CERTIFICATION

1.2.1 The membership shall conform with B5.4.1.2 (By-Laws) and have:

   a. a Chair [reference B.5.4.1.3 (By-Laws)]. The Chair may not be recommended for appointment to a second consecutive term, however, additional service as the same chair may occur after an interruption of one or more years or following a partial term. Partial terms should not be counted in the one term limit;

   b. two Vice Chairs will serve coincident terms of three years with the Chair of the Council on Standards and Certification with the Vice Chair, Operations serving as the Chair, Board on Codes and Standards Operations, and the Vice Chair, Strategic Initiatives serving as the Chair, Board on Strategic Initiatives; and

   c. a Secretary. The ASME Managing Directors shall be members of the Council on Standards and Certification without vote and shall designate the Secretary of the Council from the Standards and Certification staff.

1.2.2 Each of the supervisory Board Chairs reporting to the Council on Standards and Certification shall be a voting member. The Board of Governors shall appoint the Senior Vice President, Standards and Certification (who shall serve as Chair), the two Vice Chairs, acting upon recommendation from the Council on Standards and Certification. Each representative shall serve a term of three years, which term will expire at the close of the second Business Meeting of the fiscal year.

Any vacancy in the office of Board Chair shall be filled by the Council on Standards and Certification, acting on a recommendation from the affected Board.
1.2.3 The twelve members-at-large shall be appointed by the Board of Governors. The term of each member-at-large shall be three years, with the terms of four members-at-large expiring at the close of the second Business Meeting of each fiscal year. The number of consecutive terms for members-at-large shall be limited to two. This limit can be exceeded for special circumstances if approved by the Council on Standards and Certification.

Any vacancy in at-large membership shall be filled in a timely manner. The Council on Standards and Certification will consider recommendations for members-at-large from Council members, as well as from external sources. Candidates for membership shall, in general, possess the qualifications described in Appendix 3, para. A3.2.1.2.

1.2.4 The criteria for members of the Council on Standards and Certification, its Boards, and Committees are provided in Appendix 3.

2. LEADERSHIP

2.1 Committee on Nominations. The Council on Standards and Certification Committee on Nominations shall recommend to the Council candidates for:
- Chair of the Council on Standards and Certification;
- Vice Chairs of the Council on Standards and Certification;
- Chair and Vice Chair of the Energy and Environmental Standards Advisory Board;
- Chair and Vice Chair of the Board on Strategic Initiatives;
- Chair of the Board on Hearings and Appeals; and
- Members-at-large of the Council on Standards and Certification.

The Committee shall refer to Appendix 3, Criteria for Standards and Certification Personnel, as guidance in selecting its recommendations for S&C positions.

2.2 Recommendations for the Council on Standards and Certification Chair and Senior Vice President

The Committee on Nominations shall consider all eligible members of the Council on Standards and Certification for the position of Senior Vice President, Standards and Certification. The Committee will confirm the willingness of the eligible members to serve and then will deliberate to determine its recommended candidates. This process will continue until a minimum of two candidates have been identified.

The candidates will prepare a form specified by the Council, which is similar to the Nominating Committee proposal form, for review by the Council members. The candidates will make presentations before the Council, in executive session, and answer questions from the members. Council on Standards and Certification members will select the candidate by secret ballot, whose nomination form then will be presented to the Board of Governors at their meeting during the second Business Meeting of the fiscal year that occurs at the end of the second year of the three-year term of the current senior vice president. If the Council’s first choice is unacceptable to the Board of Governors, the Council’s second choice will be submitted likewise. The remainder of the selection, nomination, and appointment process for the Council on Standards and Certification Chair shall be in accordance with Society Policy P-4.16.
Any vacancy in the office of Senior Vice President shall be filled by the Board of Governors, acting on a recommendation from the Council on Standards and Certification.

2.3 **Recommendation for the election of Vice Chairs of the Council on Standards and Certification**

The Committee on Nominations shall consider all eligible candidates for the Vice Chairs of the Council, i.e. Vice Chair, Operations; and Vice Chair, Strategic Initiatives. After determining the willingness of their recommended candidates to serve, the Committee will present their recommended slate of candidates, preferably one candidate for each Vice Chair position, to the Council membership for approval. The candidates will prepare appropriate biographical summaries for review by the Council members. The candidates will make presentations before the Council, in executive session, and answer questions from the members. Council members will select their candidates for the Vice Chair positions by secret ballot some time in the last year of the current Council Chair’s three-year term.

Any vacancy in the position of Council on Standards and Certification Vice Chair shall be filled by means of the process specified in para. 2.3, or by means of a similar process, as agreed to by the Chair and Secretary.

2.4 The Committee shall submit its recommendation for the remainder of the positions noted above for consideration by the Council on Standards and Certification when necessary.

2.5 **OFFICERS AND THEIR DUTIES**

2.5.1 The officers of the Council on Standards and Certification shall be:

a. Chair (refer to paragraph 1.2.1);

b. Two Vice Chairs (refer to paragraph 1.2.1); and

c. Secretary (refer to paragraph 1.2.1).

2.5.2 **Duties of Chair**

2.5.2.1 The Chair shall be the senior officer of codes, standards, and related conformity assessment activities.

2.5.2.2 The Chair shall preside at meetings and perform such other duties customarily associated with the office.

2.5.2.3 The Chair shall have reports prepared periodically by each of the Boards reporting to the Council on Standards and Certification for submittal to the Council.

2.5.2.4 The Chair shall be appointed as a member of the Board of Governors Sector Management Committee.
2.5.3 Duties of Vice Chair

2.5.3.1 In the absence of the Chair, one of the Vice Chairs shall fulfill the duties of the Chair's office.

2.5.3.2 The Vice Chair, Operations shall serve as the Chair of the Board on Codes and Standards Operations. The Vice Chair, Strategic Initiatives shall serve as the Chair of the Board on Strategic Initiatives.

2.5.4 Duties of the Secretary

2.5.4.1 The Secretary shall ensure that all of the duties associated with this office are fulfilled. This includes the preparation of Order of Business and Minutes of the Council on Standards and Certification meetings.

2.5.4.2 In the absence of the Chair and Vice Chairs, at a Council on Standards and Certification meeting, the Secretary shall occupy the chair for the purpose of nomination and election of a Chair pro term who shall preside at the meeting.

2.5.4.3 In the absence of the Secretary, a Managing Director, Standards and Certification, shall fulfill the duties of Secretary.

3. BOARDS, EXECUTIVE COMMITTEES AND STANDING COMMITTEES

3.1 The Boards and Committees of the Council on Standards and Certification shall be established in accordance with the Society's By-Laws, Section 5. The membership structure of the Boards and Committees of the Council on Standards and Certification shall be approved by the Council and specified in the procedures of the Boards and Committees.

3.2 The Boards and Committees shall establish procedures, which shall be approved by the Board on Codes and Standards Operations on behalf of the Council on Standards and Certification prior to implementation.

3.3 The Council on Standards and Certification may establish at its discretion an Executive Committee and other subordinate groups to assist in the discharge of its duties. If an Executive Committee is established, its function shall be only advisory.
4. AD HOC COMMITTEES, TASK FORCES AND PROJECT TEAMS

4.1 Ad hoc committees, task forces, project teams, etc. deemed necessary to consider and make recommendations on specific issues may be established and disbanded at the discretion of the Chair.

5. ASME NOMINATING COMMITTEE VOTING MEMBERS AND ALTERNATES

5.1 The Standards and Certification Sector shall have four voting members and three alternates on the ASME Nominating Committee as per Society By-Law B4.2.2.2. The Council on Standards and Certification will select the S&C voting members and alternates on an annual basis, acting on recommendations from the Supervisory Boards.

Voting members and alternates shall be of the Member or Fellow grade and not serving in any elective office of the Society at the time of their selection. The voting members of the Nominating Committee are elected by the Committee for a term of two years and the alternates for a term of one year. Voting members and alternates shall begin their terms at the close of the Business Meeting at which they are elected.

If a voting member is unable to serve, then the Senior Vice President Standards and Certification shall identify one of their alternates to be promoted into the Voting member’s position. If no alternates are available from the Standards and Certification sector, another alternate from the Nominating Committee’s pool of alternates shall be identified. An alternate replacing a voting member at the Nominating Committee selection meeting during the first year of the voting member’s term shall serve the following year also to complete the two-year term.

6. RESPONSIBILITIES OF THE COUNCIL ON STANDARDS AND CERTIFICATION

6.1 The Council on Standards and Certification will supervise the activities of the Society relating to codes, standards, and conformity assessment activities in accordance with policies and procedures established by the Board of Governors. This supervision will include the following:

6.1.1 Relationship with Board of Governors

6.1.1.1 Recommend to the Board of Governors the necessary by-law changes to establish, maintain, or discontinue Standards and Certification Boards and Committees.

6.1.1.2 Review Society Policies that impact upon Standards and Certification and make appropriate recommendations regarding such Society Policies.

6.1.1.3 Refer such matters that have the potential of affecting a significant sector of the Society to the Board of Governors.

6.1.1.4 Propose nominees for Council on Standards and Certification membership to the Board of Governors.
6.1.2 Duties Relating to the Council on Standards and Certification, its Boards and Committees

6.1.2.1 Approve the structures of Boards and Standing Committees of the Council on Standards and Certification.

6.1.2.2 Establish, revise, and reconsider Standards and Certification operating policies.

6.1.2.3 Approve the establishment of new Standards Committees, and the sunset of existing Standards Committees.

6.1.2.4 Approve the initiation of conformity assessment activities, the revision of the scopes of conformity assessment programs, and the sunset of existing conformity assessment programs.

6.1.2.5 Delegate to the Board on Conformity Assessment approval of policies and procedures for the selection and training of ASME designees relating to its conformity assessment activities.

6.1.2.6 Delegate to the Board on Codes and Standards Operations approval of new and revised Standards Committee charters.

6.1.2.7 Delegate to the Board on Codes and Standards Operations approval of matters of procedures and personnel related to units reporting to the Council. Appointment of Council on S&C Board Chairs and Vice Chairs is not delegated and remains with the Council on Standards and Certification.

6.1.2.8 Approve Supervisory Board requests for:

a. Submittal of ASME copyrighted standards to the International Organization for Standardization (ISO) or the International Electrotechnical Commission (IEC) for adoption by these international bodies, and

b. Submittal of ISO or IEC copyrighted standards to an ASME Standards Committee for adoption as American National Standards.

6.1.3 Other Duties

6.1.3.1 Assure that the Standards and Certification Supervisory Boards:

a. Assess the need for codes, standards, and related conformity assessment activities;

b. Establish the necessary structure to develop the needed standards or to administer the conformity assessment activity;
c. Assure that all Standards Committees within the scopes of the respective Supervisory Boards are providing procedural due process; and

   d. Ensure the Standards Committees operate under accredited and/or certified procedures in effect.

   6.1.3.2 Review, comment, and testify on proposed legislation, circulars, guides, regulations, and other acts of government relating to voluntary standards or conformity assessment.

   6.1.3.3 Interact with government, industry, and academia to provide the necessary volunteers to serve on Standards and Certification Committees, if requested.

   6.1.3.4 Cooperate with voluntary standards developing organizations, as required, to consider the development of the necessary codes and standards to enhance public health, safety, and welfare in a cost effective manner.

   6.1.3.5 Review annually the participation of the Society in cooperative codes and standards activities which includes past performance, present activities, and future plans.

   6.1.3.6 Review Society Policies that impact upon Standards and Certification and make appropriate recommendations regarding such Society Policies.

7. MEETINGS

   7.1 The Council on Standards and Certification shall meet or hold electronic conferences no fewer than two times per year at locations determined by the Council or the Chair on behalf of the Council.

   7.2 Notice of meetings shall be made available at least four weeks prior to the date of the meeting.

   7.3 Agendas for the meetings shall be prepared by the Secretary after consultation with the Chair and other members of the Council who have recommendations.

   7.4 A quorum at a meeting shall consist of at least 50 percent of the Council members eligible to vote.

   7.5 The Chair may rule that all or a portion of the meeting be in executive session.

   7.6 On questions of parliamentary procedure not covered in this operation guide, Robert’s Rules of Order Revised shall be used.

   7.7 Minutes of the meeting shall be prepared by the Secretary.

   7.8 Records shall be retained in accordance with Codes and Standards Policy, CSP-38, Document Retention.
8. COUNCIL ON STANDARDS AND CERTIFICATION ACTIONS

8.1 Recorded Votes

8.1.1 To approve any proposals, a majority of those eligible to vote must vote in the affirmative. When a vote is taken at a meeting, a majority of those present and eligible to vote is required to approve a proposal; however, the Chair may rule that motion has not passed even if a majority vote has been cast. The reason for such ruling shall be the closeness of the vote, abstention of some members, or a combination of these reasons. In the event a voting member of the Council decides not to vote because of a potential conflict of interest, a majority of the remaining members of the Council must vote in the affirmative. The voting members of the Council on Standards and Certification are:

Chair
Vice Chairs
Representatives of Boards or Committees
Members-at-Large

8.1.2 When a written ballot is issued and any negative vote(s) with accompanying reasons are cast, a reballot will be submitted to the Council on Standards and Certification membership with the reasons for the negatives and the responses from the proposer. On receipt of a majority of affirmative votes on the reballot, the proposal will proceed. An "Abstain" ballot retains the Council member as part of the Council membership in the ballot results while a "Not Voting" ballot reduces the total membership for that particular action.

9. ANNUAL PLANNING, BUDGETING AND MONITORING

9.1 The Council on Standards and Certification contributes to the annual planning and budgeting process through establishing objectives and measures aligned with ASME strategic objectives; prioritization of its programs against such objectives; and monitoring performance of sector activities and cross-sector participation to ensure objectives are being met. Budget preparation, implementation, and monitoring are the responsibility of staff. The Senior Vice President, Standards and Certification and Managing Directors, Standards and Certification shall represent and speak for the Council on Standards and Certification during this annual process and may seek Council on Standards and Certification’s advice and action as needed.

10. DEDICATED SERVICE AWARDS

10.1 Annually, the Senior Vice President, Standards and Certification may present this ASME award to a Standards and Certification participant with a minimum service to the Society of ten years.

10.1.1 The purpose of the ASME Dedicated Service Award is to honor unusually dedicated voluntary service to the Society marked by outstanding performance, demonstrated
10.1.2 Any individual or committee may nominate candidates for the Dedicated Service Award. Nomination and eligibility information may be found at https://www.asme.org/about-asme/participate/honors-awards/service-awards/dedicated-service-award

10.1.3 The candidate must have at least ten years of service on a standards committee, board, or council. No person shall receive more than one ASME Dedicated Service Award. Individuals responsible for selecting a candidate for the Dedicated Service Award are not eligible to receive an award during this time.

10.1.4 The award consists of a plaque with medallion, a lapel pin, and certificate.

10.1.5 At the option of the awardee, a letter from the Council Chair to the individual’s management expressing appreciation for sponsoring the individual should be sent.

11. REVISIONS TO OPERATION GUIDE

11.1 This Operation Guide shall be reviewed no less frequently than every three years for revision, as necessary.

11.2 This Operation Guide may be amended by recommendation of the Council on Standards and Certification and approval of the Committee on Organization and Rules; however,

11.3 Any provisions covered by the Constitution, and By-Laws, and Society Policies must be in accordance with Article C8.1, Amendments to the Constitution and/or B8.1 Amendments.
APPENDIX 1 - ORGANIZATION CHART

STANDARDS AND CERTIFICATION ORGANIZATION

Council on Standards and Certification

Board on Standardization and Testing

Board on Pressure Technology Codes and Standards

Board on Nuclear Codes and Standards

Board on Safety Codes and Standards

Board on Conformity Assessment

Board on Codes and Standards Operations

Board on Strategic Initiatives

Energy and Environmental Standards Advisory Board

Board on Hearings and Appeals
APPENDIX 2 - VISION AND MISSION STATEMENT(S)

VISION STATEMENT:
To be the world leader in mechanical and multidisciplinary engineering codes, standards, conformity assessment programs, and related products and services.

MISSION STATEMENT:
Develop the preeminent, universally applicable codes, standards, conformity assessment programs, and related products and services for the benefit of humanity. Involve the best and brightest people from around the world to develop, maintain, promote, and employ ASME products and services globally.
APPENDIX 3 - CRITERIA FOR STANDARDS AND CERTIFICATION PERSONNEL

A3.1 GENERAL

A3.1.1 Council on Standards and Certification

The Board of Governors shall appoint, preferably from nominees recommended by the Council on Standards and Certification, the following to the Council:

a. Chair

b. Two Vice Chairs (Chair of Board on Codes and Standards Operations, and Chair of Board on Strategic Initiatives)

c. Members-at-Large

A3.1.2 Supervisory Boards (BST, BNCS, BPTCS, BSCS, BCA) BSI and EESAB

The Supervisory Boards, BSI and EESAB shall nominate, and the Board on Codes and Standards Operations, on behalf of the Council on Standards and Certification, shall appoint, membership of these Boards, except their Chairs and Vice Chairs, who shall be appointed by the Council on Standards and Certification, acting upon the recommendations of each Board or the CSC Committee on Nominations (see para. 2.1).

A3.1.3 Board on Hearings and Appeals (BHA)

The Council on Standards and Certification Committee on Nominations shall nominate, and the Council on Standards and Certification, shall appoint, the BHA Chair.

A3.1.4 Standards Committees

The Standards Committees shall nominate, and the Supervisory Boards shall appoint the membership of the Standards Committees within their respective charters.

The Standards Committee shall appoint the membership of Subordinate Groups established to assist the Standards Committee in the discharge of its duties. The membership shall be nominated by the Subordinate Groups.
The Standards Committee shall approve the process for selection of Project Team members, all of whom shall have signed an agreement to adhere to the Society Policies P-15.7 Ethics, P-15.8 Conflict of Interest, P-14.6 Society Name, Seal, Emblem, Initials, Titles, Identification, and Certificates, and P-15.9 Policy Against Discrimination; to acknowledge that copyrights and all rights in all materials produced in print or electronic form by ASME Standards and Certification Committees are owned by ASME and that ASME may register copyright in its own name; and to acknowledge that the only permitted reproduction of ASME copyrighted material is for Committee business.

A3.1.5 Due Process

As the result of an appeal, an individual may be appointed to a Board, Committee or Subordinate Group by the group hearing the appeal, without the nomination of that Board, Committee or Subordinate Group.

A3.2 MEMBERS OF COUNCIL ON STANDARDS AND CERTIFICATION, BOARDS, AND COMMITTEES

A3.2.1 Council on Standards and Certification

A3.2.1.1 Chair and Vice Chair

A3.2.1.1.1 Individual Qualifications

Engineering expertise - broad

Management experience - broad

Standards and Certification experience - broad

ASME Member

A3.2.1.1.2 Council on Standards and Certification Balance

The Council will consider the experience, area of interest and overall qualifications of the Chair and Vice Chairs to ensure that one area of interest does not dominate the leadership of the Council.

A3.2.1.3 Overall Society Considerations

The Chair should have a knowledge of the other Society programs. This knowledge may be attained through service in other programs and/or through interaction with other programs during chair's experience in the Standards and Certification activities.
A3.2.1.2 Member-at-Large

A3.2.1.2.1 Individual Qualifications

Individuals shall be considered for appointment as a member-at-large based on the following criteria:

- Broad experience in the development and/or the application of codes and standards.
- Demonstrated interest in advancing the quality, recognition and acceptance of ASME codes and standards worldwide.
- Able to commit the necessary time, and have financial support.
- Ability to understand and discuss the viewpoints of one or more key stakeholder groups such as:
  - Manufacturing and Production Organizations (Industry and private utilities).
  - Owners and operators of fixed infrastructure (e.g. buildings, bridges, dams).
  - Public Utilities
  - Government (federal, state, local)
  - Architectural, Engineering, Construction and Consulting Firms
  - Insurance Companies
  - Educators
  - The General Public
  - Accreditation and Certification Bodies
  - Inspection Agencies

A3.2.1.2.2 Council on Standards and Certification Balance Requirements

The Council on Standards and Certification shall supervise the codes and standards, and related conformity assessment activities of the Society.

There are no requirements for balance among the members-at-large of the Council. However, consideration shall be given to maintaining membership that can contribute to the Council’s strategic goals and objectives, and can understand and discuss the viewpoints of the diverse stakeholder groups identified in A3.2.1.2.1.

A3.2.1.2.3 Overall Society Considerations

The members-at-large should preferably be members of ASME; however, it is conceivable that with changing circumstances that expertise not normally associated with ASME membership will be beneficial. This expertise or background may be in areas of law, environmental science, sociology, etc.
A3.2.1.3 Ex officio Members (Chairs of Standards and Certification Boards)

A3.2.1.3.1 Individual Qualifications

Engineering expertise – broad

Standards and Certification experience – broad

ASME Membership Grade: Member Grade or higher

Minimum three years of experience on the particular Standards and Certification Board for which the individual is being considered - preferred.

A3.2.1.3.2 Council on Standards and Certification Balance

Because these members serve as the result of their office on a Board, balance is not a consideration for appointment or election of the ex officio members to the Council.

A3.2.1.3.3 Overall Society Considerations

The Chairs of the Boards should have an understanding of the other Society programs and particularly of the policies affecting the office.

The Chairs of the following Supervisory Boards - BST, BNCS, BPTCS, BSCS, BCA - are appointed by the Council on Standards and Certification, acting upon the recommendations of each Board, as determined in accordance with each Board’s Operation Guide; the Chairs of the Board on Codes and Standards Operations and the Board on Strategic Initiatives are appointed by the Board of Governors, preferably from nominees recommended by the Council on Standards and Certification; the Chairs of the Board on Hearings and Appeals, and the Energy and Environmental Standards Advisory Board shall be appointed by the Council on Standards and Certification, acting upon recommendations from the Council on Standards and Certification Committee on Nominations.

The two Vice Chairs of the Council on Standards and Certification shall be the Chair of the Board on Codes and Standards Operations, and the Chair of the Board on Strategic Initiatives.

A3.2.2 Supervisory Boards

A3.2.2.1 Individual Qualifications

Engineering expertise - broad

Standards and Certification experience - five years

ASME membership - preferred.
A3.2.2.2 Supervisory Board Balance

The ex officio members of the Supervisory Boards represent standards developing areas within the scope of the particular Board. The members-at-large should represent a broad range of interests. The roles of the Supervisory Boards are to:

a. assess the need for codes, standards, and conformity assessment projects;

b. plan for the project;

c. develop the structure for the project;

d. appoint the members of the Standards Committees;

e. approve proposed codes, standards, and conformity assessment criteria on behalf of the Society, based on assurance that the code, standard, or criteria was developed under procedures meeting the criteria for the development of American National Standards;

f. provide a forum for hearing appeals of Standards Committees’ actions or inactions*; and

g. recommend operating policy to the Council on Standards and Certification.

With the aforementioned roles, a Supervisory Board need not have the detailed balance of a Standards Committee; however, the Council on Standards and Certification must ensure that no interest dominates the membership of the Board.

A3.2.2.3 Overall Society Considerations

The Supervisory Boards are the first level of Standards and Certification supervision. The membership of the Boards are generally selected from the Standards Committees; the Boards should be a source of proposed nominees for appointed and elected positions. The terms of office of members of the Boards are covered in the procedures of the respective Boards; the member term is five years; the number of consecutive terms for members-at-large shall be limited to two. This limit can be exceeded for special circumstances if approved by the Council on Standards and Certification.

* Which shall include authority to direct entities under their supervision to take such procedural actions as are deemed necessary to assure due process, except that consensus code or standards writing activities are subject to recommendations for consideration only.
A3.2.2.4 Members and Alternates of the Nominating Committee (NC)

A3.2.2.4.1 Individual Qualifications

Engineering expertise - broad

Standards and Certification experience - three years

Society experience – broad

Minimum three years codes and standards development experience and a minimum of five years membership in the Society.

A3.2.2.4.2 Board Balance

Not applicable to NC Delegates.

A3.2.2.4.3 Overall Society Considerations

The NC Members and Alternates should preferably have participated in at least one activity under another Sector.

A3.2.3 Standards Committees

A3.2.3.1 Individual Qualifications

ASME Codes and Standards Development Procedures provide the criteria for balance of the Standards Committees. The committee procedures are in accordance with procedures that have been accredited as meeting the criteria for development of American National Standards.

The ASME Codes and Standards Development Procedures provide for individual members.

A3.2.3.1.1 The ASME Codes and Standards Development Procedures describe the individual members as follows:

Members are technically qualified individuals with a concern and willingness to participate in work within the charter of the standards committee. The consensus committee recommends them to the cognizant board for appointment for a term not exceeding five years. Selection shall include consideration of the business interest of the employer, if any, who supports the member’s standards committee participation, as well as the type of experience or expertise the individual brings to the standards committee, to maintain a proper balance (see para. 3.2.5). In their standards committee activities these members participate, including voting, as individuals rather than as representatives of their employer or of any other organization.

A3.2.3.1.2 The individual members of the Standards Committee through engineering practice and service on Subordinate Groups should have an engineering expertise that is broad.
A3.2.3.1.3 Although ASME membership is desirable, it is not mandatory. The Society's position is that nonmembers may serve on the Standards Committees and through this service the individual will desire to become a member of the organization that provides the vehicle for enhancing public health, safety, and welfare.

A3.2.3.1.4 The volunteers must have travel funds available. ASME provides a modest amount for travel funds for public involvement, leadership and training conference focusing upon legal implications to the Society of its Standards and Certification programs, and international Standards and Certification activities. However, the volunteer needs travel support from his/her employer or him/herself. The availability of clerical services is not a prime condition for acceptance of a volunteer, whereas, the individual normally needs employer's approval because of the time involved in preparation and attendance of meetings.

A3.2.3.2 Committee Balance

A3.2.3.2.1 ASME Codes and Standards Development Procedures address committee balance with these words from paragraph 3.2.5 of those procedures:

**Classification of Members.** In order to establish balanced representation for developing evidence of consensus on standards, consensus committee members shall be classified in accordance with the business interests of their primary source of support... Alternates shall not be counted in determining the balance of the consensus committee. The classification system and the classifications assigned to members shall be proposed by the consensus committee, shall be subject to approval by the cognizant board...

Not more than one-third of the membership of consensus committees dealing with safety codes and standards shall come from any single category without the recorded approval of the other classifications and the approval of the cognizant board.

No single category shall have a majority on consensus committees dealing with product standards except with the recorded approval of the other classifications and the approval of the cognizant board.

A3.2.3.2.2 The standards development procedures provide, "4.4.2 The Chair shall review the performance of standards committee participants at least once each year."

A3.2.3.2.3 The regional location of nominees for Standards Committees is not a consideration for appointment. Qualified persons in regard to engineering expertise and balance of interest are the primary considerations.

A3.2.3.3 Overall Society Considerations

The Supervisory Boards through their consideration of nominees for Standards Committee positions shall avoid burdening any person with too many assignments.
A3.2.4 Subordinate Groups of Standards Committees

A3.2.4.1 All requirements of A3.2.3 are applicable except that the individual members should have specialized knowledge in an area related to the activity.
APPENDIX 4 - SOCIETY POLICIES ASSIGNED TO SECTOR

The Council on Standards and Certification is responsible for the periodic review and maintenance of Society Policy P-9.1, Metric System (https://www.asme.org/getmedia/c450b2dd-fc34-4eb9-9b16-a7c7c2687af7/SocietyPolicies_9-1_MetricSystem.aspx)
APPENDIX 5 – SECTOR AWARDS

A5.1 The following Society awards are sponsored by the Council on Standards and Certification or one of the Boards reporting to the Council.

A5.1.1 The Melvin R. Green Codes and Standards Medal recognizes outstanding contributions to the development of documents, objects or devices used in ASME programs of technical codification, standardization and certification. It is sponsored by the Council on Standards and Certification.

A5.1.2 The Bernard F. Langer Nuclear Codes and Standards Award is given in recognition of an individual who has contributed to the nuclear power plant industry through the development and promotion of ASME C&S or the ASME Nuclear Accreditation Program. This award is sponsored by the Board on Nuclear Codes and Standards.

A5.1.3 The Performance Test Codes Medal is awarded for outstanding contributions to the development and promotion of ASME Performance Test Codes. The award is sponsored by the Board on Standardization and Testing.

A5.1.4 The Safety Codes and Standards Medal is sponsored by the Board on Safety Codes & Standards. It is given to individuals who have contributed to the enhancement of public safety through the development and promotion of ASME Codes and Standards or the ASME Safety Accreditation activity.

A5.1.5 The J. Hall Taylor Medal is sponsored by the Board on Pressure Technology Codes and Standards. It is presented for distinguished service or eminent achievement in the field of Standards and Certification pertaining to the broad fields of piping and pressure vessels which are sponsored or undertaken by ASME.

A5.1.6 The Patrick Higgins Medal is sponsored by the Board on Standardization and Testing. It is awarded to an individual who has contributed to the enhancement of standardization through contributions to the development and promotion of ASME codes and standards or conformity assessment programs in the areas of Plumbing Materials & Equipment; Screw Threads; Tools (machine, cutting and hand); Fasteners; Chains, Attachments and Sprockets for Power Transmission & Conveying; Metal & Metal Alloy Wrought Mill Product Nominal Sizes; Pressure and Temperature Instruments & Accessories; Classification & Designation of Surface Qualities; Gage Blanks; Chemical Standard Pumps; Dimensional Metrology; Industrial System Energy Assessment; Overhead Hoists; Measurement of Fluid Flow in Closed Conduits; Reliability, Availability, and Maintainability of Power Plants; Steel Stacks; Verification and Validation in Computational Modeling and Simulation; Engineering Drawing and Related Documentation Practices.

A5.1.7 ASME Wilfred C. LaRochelle Conformity Assessment Medal is sponsored by the Board on Conformity Assessment. This ASME Wilfred C. LaRochelle Conformity Assessment Medal was established and given by the ASME Conformity Assessment Department in honor of Mr. Wilfred C. LaRochelle to recognize distinguished service in the area of Conformity Assessment, including but not limited to, the establishment, advancement and promotion of ASME’s Product & Personnel Certification and Accreditation Programs.