SUPPLEMENT TO PROCEDURES FOR ASME CODES AND STANDARDS COMMITTEES

CAR STANDARDS COMMITTEE
CONFORMITY ASSESSMENT REQUIREMENTS

Approved by the Board on Conformity Assessment on April 13, 2021

The American Society of Mechanical Engineers
Two Park Avenue
New York, NY 10016
These procedures are supplements to the latest revision of Procedures for ASME Codes and Standards Development Committees [Ref. (1)]. The two documents must be used together to provide the complete set of procedures for the Committee on Conformity Assessment Requirements.

1.1 Charter: To develop, interpret, and maintain a standard for ASME Conformity Assessment Requirements for ASME Codes and Standards.

1.2 The Codes and Standards developed by this Committee are not intended to be submitted to the American National Standards Committee to become American National Standards. Requirements concerning the ANSI approval process (i.e. BSR-8, BSR-9, ANSI Public review, etc.) do not apply.

3.1 The membership of the CAR Standards Committee shall consist of no more than twenty-five consensus Committee members plus delegates. Committee membership shall, as a minimum, include representatives from each of the ASME Standards Committees developing or administering standards having conformity assessment requirements. Each representative shall be recommended to be appointed as member of CAR by the Chair of that respective ASME Standards Committee. Additional Committee members or delegates may be permitted where the Committee agrees the background and skillset are beneficial for, and aligned with, the purpose of the CAR Standards Committee.

3.2 Committee members shall be classified in accordance with their major interests from among the following consensus categories, as appropriate.

   (a) general interest (AF);
   (b) manufacturer (AK);
   (c) owner (AO);
   (d) designer/constructor (AC);
   (e) insurance/inspection (AH);
   (f) regulatory/jurisdiction (AT).
   (g) material manufacturer (AM)
   (h) consultant (AU)

An appointment as a Member or Delegate shall be for a term of membership of five years, subject to reappointment after the same consideration as for initial appointment of Members and Delegates. The consensus Committee shall approve the appointment and reappointment of Members and Delegates of all Subcommittees and other subordinate groups.

Delegates shall be appointed as Members without vote.

To ensure balance, not more than one-third of the voting membership shall come from any single category without the recorded approval of the other classifications and the approval of the Board on Conformity Assessment.
5.1.2 The membership of subordinate groups shall be approved by the Standards Committee.

5.3.1 Project Team Members can be appointed by the Standards Committee or Standards Committee Chair.

6.1.6 Provide for interpretations of Standards within its charter.
7.2 Approval of Standards Actions

7.2.3 First Consideration Vote

(p) As the CAR Committee is charged with administering the ASME Conformity Assessment programs and providing administrative requirements to ensure compliance with CSP-53, Protection of the ASME Mark, negative votes shall deal with whether the proposed revision is a conformity assessment requirement administered by ASME or a technical requirement falling within the purview of the applicable Boiler Code Book section/technical standards committee.

(q) Proposed revisions to CA-1 shall be submitted to the Standards Committees that refer to CA-1 for their conformity assessment requirements. This submittal shall be concurrent with the ballot submitted to members of the CAR Committee.

(r) Standards Committee Comments and negatives related to technical changes of CA-1 shall be considered by the CAR Committee for changes and responses to the comments shall be made by the committee. If the Standards Committee Comments or negatives are substantive and changes are required the action shall be pulled back for consideration of changes and resubmitted via recirculation ballot.

7.2.4 Recirculation Vote

(h) If an issue arises that cannot be resolved between the applicable Standards Committees and the CAR Committee it shall be forwarded to the cognizant supervisory Board and BCA for resolution.

(i) ANSI procedures regarding ANSI Public Review and as stated in Section 7.2.4 (a) (2) and (f) do not apply

10.3 Interpretations are approved by the CAR Consensus Committee.

13 Amendments to this Supplement require the approval of the Board on Conformity Assessment.

14 CAR Cases

14.1 CAR Cases, as identified by sequential number, may be for the purpose of
(a) providing when the need is urgent, alternative requirements to existing requirements in CA-1; or
(b) to allow for early use of revisions to CA-1 Standard approved by the CAR Standards Committee prior to their publication in the CA-1 Standard.

14.2 CAR Cases require approval by the CAR Standards Committee and approval by the Board on Conformity Assessment prior to their use. Cases are also announced on the ASME website. Cases should be kept to a minimum and shall be annulled six months after the provisions are published in CA-1.

14.3 CAR Cases are effective for use upon the approval date by the Board on Conformity Assessment. They are listed with an expiration date three years later than the date of Board on Conformity Assessment approval unless an earlier expiration date is specified in the Case. Cases will be annulled automatically at the expiration date unless extended or previously annulled by voted action of the CAR Standards Committee. Cases which are due to expire will automatically be included in the CAR Standards Committee agenda at least one meeting prior to the expiration date. If a case is allowed to expire, this shall be stated in the CAR Standards Committee minutes.

14.4 When recommending a Case to the CAR Standards Committee, the Committee member shall also concurrently submit an accompanying revision or indicate whether a parallel revision to CA-1 has been submitted to the CAR Standards Committee for vote. Cases may be proposed to achieve the early implementation of CA-1 Standard revisions, but such Cases should not specifically identify their contents as being a part of a future revision.

14.5 CAR Cases shall conform to the following format:

(a) CAR Cases shall clearly indicate the limits of scope in the Title, Inquiry and Reply as well as the Edition of the CA-1 Standards to which the Case applies. Footnotes shall include only the approval date.
(b) Each reply will start with the words, “It is the opinion of the Committee that...”
(c) A Case shall not contain reference to another Case.
(d) The Case shall identify how the Case shall be documented when it is used.

14.6 When CA-1 revisions are submitted and approved which cover the contents of a Case, action shall be taken to annul the Case six months after publication of the revision to the CA-1 Standard.

REFERENCES
(1) *Procedures for ASME Codes and Standards Development Committees*, latest revision.