Steve Weinman Summary of Changes – Operating Procedure for ASME Codes and Standards Development Committees

There are many changes to the Procedures and the Procedures have been totally reorganized so there is no way to provide a marked up showing all the changes. I have gone through the Procedures and provided highlights of the changes.

- a section on Violation of ASME Policies and the possible consequences
- clarified that by submitting the PAF, applicants acknowledge and affirm their willingness to follow CSP-11
- when adding a new standards committee, it now needs only Board approval and sent to Council for two-week review
- for brand new standards committees the Board chair may appoint the initial officers or the standards committee can hold an election
- provides clear requirements for initial offers of new subordinate groups initial officers
- has limit for members from the same organization on the standards committee. Previously each standards committee had their own limits
- a new member shall not be appointed to the consensus body if the appointment of that individual will cause the consensus body to be unbalanced
- a representative shall submit a completed PAF before or at the meeting
- provides clear requirements for an alternate to a delegate
- notes that Resignations shall be reported to the standards committee for information
- that contributing members to a standards committee no longer need Board approval
- for nomination of the standards committee officer, if only one candidate is running then just one ballot is need. Previous procedures required two ballots (our supplement had this exception)
- provides clear officer election process
- provides clear membership and officer processing for subordinate group that report to the standards and that do not report to the standards committee
- changes consecutive three-year terms for subordinate group officers that report to standards committee to three terms (from 2) and provides exceptions (our supplement had these exceptions)
- for subordinate group officers that do not report to standards committee it eliminates the two-term limit.
- Clarifies that for a new standard when we receive a PINs comment and formulate a response, we need to retain these efforts
- Provides requirements for submittal of a Request for the Development of a New ASME SES Product.
- Introduces the concept of the bounds of a standard, which is related to the scope of a standard (is usually the same for existing standards)
- Clarifies that the proposed content for the first edition of a standard may be prepared and balloted in one record or several records for the purpose of obtaining initial feedback from the subordinate groups and/or standards committee.
- Introduces the concept of Minimum Viable Product and a milestone schedule
- Introduces monitoring the development of new standards
• Provides clarification on review and comment only ballots (e.g., the review and comment ballot form shall offer two forms of response: comment and no comment)
• Adds that any technically affected committees should also be included for review and comment when the standards committee is balloting a standards proposals.
• Notes that Conditional approval is not allowed. In other words if you vote to approve a proposal but require a change be made to the proposal you shall be recorded as disapproved
• Adds that responses to all comments related to the proposal received on a first consideration ballot shall be developed
• Our previous Procedures had that on first consideration no disapproval and at least 2/3 approval by the consensus body, excluding any not voting, to approve a proposal. Adds that provided greater than 50% of the total consensus body has voted approved. This is to highlight a proposal that has too many not voting and/or not returned votes that you would not have 50% of the total consensus body approving the proposal.
• Our previous Procedures had that on recirculation proposal that receive at least two thirds affirmative vote of the consensus committee membership, excluding any “Not Voting” and “Disapproved without Comment” responses are approved. Adds that provided greater than 50% of the total consensus body has voted approved.
• Adds additional clarification and processing of Editorial Proposals
• Moves requirement from Board Procedures concerning Supervisory Board Procedural Review and Approval to these Procedures.
• Dropped the section on Drafts Submitted for Review under a Canvass-type Process (para 7.6)
• For Board approval on first consideration it previously had no disapprovals at least two-thirds of the members qualified to vote have voted approval. Revised to No objection votes and a majority of the total supervisory board voting membership votes no objection
• For Board approval on recirculation it previously had its approved if less than 1/3 of the Board membership supports the objection. New Procedures add a majority of the total cognizant supervisory board voting membership votes
• Adds information concerning Interpretations applying to later editions when requirements that led to the original interpretation remain unchanged.
• Adds that ASME shall not issue interpretations of translations, derivative works, or other products not created in their entirety by ASME
• Interpretation approval - our previous Procedures had during a meeting that at least 2/3 of members present and eligible to vote, vote no objection, excluding any not voting responses. New Procedures adds and greater than 50% of the total consensus body or cognizant subordinate group votes no objection (we had that already as part of our Supplemental Procedures)
• Adds a new section on Intent Interpretation (we had that already as part of our Supplemental Procedures)
• Adds a new section on Cases (we had that already as part of our Supplemental Procedures)
• Adds requirement for Meeting Announcements (we had that already as part of our Supplemental Procedures)
• Provides additional guidance on staff recording of committee proceedings.
• Changes Administrative Items to Operational Actions and provides guidance on what type of actions they are.
• Committee Charter or revision to a charter to be approved by the Board and two-week review and comment of the Council. No longer requires Council approval of charters.
• Provides guidance when there may be a conflict of a committee charter between two standards committees.
• Adds several new definitions (e.g., ASME standard, conference committee, guide, regulatory committee and technical report)
• Adds an Appendix on Categories of Interest which list all the available categories and provides harmonized definitions that all committee are required to use. Several new categories added. (We had recently accepted several new categories in our latest Department Procedures).
• Adds a filing fee for an appeal. The filing fee may be reduced or waived by ASME staff.
• ASME Staff determines if a hearing is in order in accordance with Procedures
• Adds that the hearing panel shall consist of a minimum of 5 members of the consensus body (we had that already as part of our Supplemental Procedures)
• Adds guidance on appeal of an action for which a subordinate group has been delegated approval authority (e.g., approval of a response to a request for interpretation), on appeals to more than one level, challenges to hearing committee members and appeals relating to membership or other operational items.
• Adds guidance on Draft Standards for Trial Use. (We had that already as part of our Supplemental Procedures)
• Adds guidance on first new edition and on the differences of “Abstract”, Bounds of a standard” and “Minimum Viable Product”
• Adds guidance on ASME Standards, Guides, and Technical Reports. (We had that already as part of our Supplemental Procedures)
• Adds Annex Z: Template for Standards Committee Operating Guide