

Practice for Submitting an ASTM Standard(s), in whole or part, into ISO or IEC

October 2008

When a request is received to submit an ASTM standard, or portion thereof, to be used as the basis of an ISO or IEC standard, or revision to an ISO or IEC standard, the following steps shall be completed:

1. The request shall follow the [Principles for the Use of ASTM Intellectual Property by Other Standards Organizations](#) and the [Guidelines for Cooperation with Other Standards Organizations](#)
2. *Endorsement by US Technical Advisory Group (US TAG) Administered by ASTM:*
 - The US TAG shall endorse the proposal by a 2/3 vote.
3. *Endorsement by Executive Subcommittee and by the technical subcommittee of ASTM Main Committee:*
 - Following US TAG endorsement, the request must be endorsed by a 2/3 vote of the appropriate ASTM Executive Subcommittee and by the technical subcommittee having jurisdiction over the standard.
4. Following endorsement by the ASTM Executive Subcommittee and by the technical subcommittee having jurisdiction over the standard, a Notification Form (attached) must be completed and returned to ASTM Headquarters.
5. ASTM Headquarters will consider the request and notify the US TAG whether or not permission is granted. If permission is granted, notification will be sent from the President of ASTM (with copy to the ISO Central Secretariat or IEC Central Office) detailing the conditions required for utilization of the ASTM material.

**REQUEST FOR PERMISSION TO SUBMIT AN
ASTM STANDARD, IN WHOLE OR PART, INTO ISO OR IEC**

1. Designation and Title of ASTM standard:

2. ISO TC _____ /SC _____ OR
IEC TC _____ /SC _____

3. Will the standard be submitted _____ in whole _____ or part? If part, which sections will be submitted?

4. List any changes that are contemplated to the base ASTM standard or portion thereof (use separate sheet if necessary):

5. Provide rationale for request (including why normative referencing is not an option or identification of specific barriers prohibiting the use of the ASTM standard (for example, government regulations, regional or national requirements, etc.) (Use separate sheet if necessary.) :

6. Indicate that the US TAG has endorsed the submittal:

Signature of Chairman, US TAG

Date

By a vote of: ____ in favor; ____ opposed; ____ abstain

7. Indicate that the Executive Subcommittee has endorsed the submittal:

Signature of Chairman, ASTM Main Committee

Date

By a vote of: ____ in favor; ____ opposed; ____ abstain

8. Indicate that the ASTM Subcommittee having jurisdiction over the standard has endorsed the submittal:

Signature of Chairman, ASTM Subcommittee

Date

By a vote of: ____ in favor; ____ opposed; ____ abstain

RETURN TO: Todd J. Sandler, ASTM International, 100 Barr Harbor Drive, PO Box C700, West Conshohocken, PA 19428, Tel: 610-832-9731, Fax: 610-834-7085, E-mail: tsandler@astm.org