Welcome to New Member Orientation – We will begin shortly.

I am Kristy Straiton, a Staff Manager at ASTM, I will be hosting the meeting. Because of the high number of participants preregistered for the meeting, we are muting all attendees upon entry into the meeting. If you need to contact me please use the chat feature on WebEx. We will begin shortly.
Welcome New Members
New Member Orientation

www.astm.org
Today’s Goals

1. Introduction to ASTM International

2. What you can expect as a participating ASTM Member

3. Participating through the ASTM website

4. Key Points for Participation

5. Questions
Helping Our World Work Better

| 13,000 ASTM standards operate globally | Applied to just about everything from steel to sustainability | They improve the lives of millions every day |

© ASTM International
Over a Century of Openness

How We Work

- Worldwide acceptance and trust comes from the principle of openness
- Experts, individuals, organizations, academia, governments, trade associations, consultants and consumers come together
- Over 30,000 members from 150+ countries
- Exchanging expertise and knowledge
- Participating in a transparent process – open to anyone, anywhere
- Timely and relevant. Fully representative of sectors. An aid to innovation, not a hurdle to overcome

30,000 members
150+ countries
Introduction to ASTM International

- Opportunity for all stakeholders to participate in the standards development process
- Every member has equal say
- Consensus-based procedures
- Stakeholders on ASTM Committees:
  – Product Manufacturers
  – Regulatory Agencies
  – End Users
  – Professional Societies
  – Academia
Universal Equality of Opportunity

Operating Globally

- ASTM is one of the world’s largest Standards Developing Organizations, with global reach and influence
- Embracing all the principles of the World Trade Organization’s Agreement on Technical Barriers to Trade
- Working across political, cultural and geographic borders
- Recognizing expertise, not country of origin
- Trusted for market relevance and technical quality
- The choice for many global industries – 50% outside USA
- Our global outreach activities increase understanding
- Our Memorandum of Understanding Program provides tangible encouragement to developing economies

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Equal Voice

Small and Medium Sized Enterprises (SME’s)

- Members from small companies play a critical role in today’s global economic infrastructure
- ASTM committee structure ensures balanced participation from stakeholders
- SME technical input and vote is equal to that of large multinational companies
- ASTM uses technology to lower barriers to participation and speed the process
- Electronic balloting of standards from inception to publication
- Web conferencing to engage additional experts and accelerating the development process
- Helps SME’s to maintain their technical presence in global markets and makes it possible to sell products more successfully around the world

51% of ASTM members come from organizations with 250 employees or less
Examples of ASTM Committees

- A01 on Steel, Stainless Steel and Related Alloys
- C16 on Thermal Insulation
- E50 on Environmental Assessment
- D01 on Paint
- D02 on Petroleum Products and Lubricants
- D20 on Plastics
- E60 on Sustainability
- F04 on Medical and Surgical Materials and Devices
- F24 on Amusement Rides and Devices
- F37 on Light Sport Aircraft
- G01 on Corrosion of Metals
Effective and Relevant Around The World

The Role of Standards

- We rely on our members’ expertise and commitment – their good science, good engineering and good judgment
- Recognizing expertise not geography – 149 countries are represented by our members
- Our voluntary consensus process gives everyone an opportunity to participate – ensuring standards are effective and relevant across diverse markets
- Our standards help everyone: consumers, businesses, manufacturers, innovators and governments
- Embracing all the principles of the World Trade Organization’s Agreement on Technical Barriers to Trade
- Incorporated into contracts, regulations, codes, and laws, they support established and emerging economies and free and fair global trade
Technical Committee Operations

- ASTM manager for each committee
- Regulations Governing ASTM Technical Committees
- ASTM editor for each committee
- Form & Style Guide
Technical Committee Organization

- Technical Committees form to address specific industry needs

- Subcommittees are established to address subsets of specialized subject matter

- Subcommittees organize their expertise into Task Groups to write standards
Balloting

- Documents are drafted and revised in the task group
- New standards are required to be balloted at the subcommittee level at least once
- After subcommittee approval, the main committee & entire Society
Voting Interests

- Technical committees are “classified” and “balanced”
- “Balance” in ASTM means that committees have more User, General Interest, and Consumer members than Producer members
- Only one official vote is assigned per company
- Every member receives ballots and should vote
Member Expectations

ASTM requires all participating members with the official vote to return ballots

- Review standards activity in the committee
- ASTM’s website facilitates this
  - www.astm.org
The Board of Directors voted unanimously approved the Responsibilities of Membership as an Appendix to the Regulations Governing ASTM Technical Committees.

Responsibilities of Membership

Proposed revision to Section 1.1.2.1
1.1.2.1 Responsibilities of membership—Open participation and the consensus process are core values and the principal strengths of standards development in ASTM International. To be successful, the consensus process depends on the ability of members to work together with an attitude of collaboration and collegiality. Each member is expected to participate and contribute in good faith to the standardization activities undertaken by the committee(s) to which they belong. For additional information on the responsibilities of membership, see Appendix B.
Appendix B
(Non-mandatory Information)

ASTM International - Responsibilities of Membership

Introduction

The mission of ASTM International is to be recognized globally as the premier developer and provider of voluntary consensus standards, related technical information, and services that:

- promote public health and safety, support the protection and sustainability of the environment, and the overall quality of life; contribute to the reliability of materials, products, systems and services; and facilitate international, regional, and national commerce.

There are many different roles within the ASTM Standards Development Process including: ASTM Technical Committee members, technical contacts for work items, subcommittee and main committee officers, and attendees at meetings. The following guidelines are intended to assist members in the ASTM process in executing their respective roles and responsibilities. Because no single set of guidelines can address every possible situation, ASTM members and visitors should attempt, even when the guidelines do not specifically address a situation, to act in a manner which is consistent with the mission of ASTM and its policies, as well as the spirit of these guidelines. Concerns regarding member responsibilities shall be reviewed and resolved by the appropriate officers of the Technical Committee.
## Member Conduct – Responsibilities of Membership

<table>
<thead>
<tr>
<th><strong>Work for the benefit of all ASTM stakeholders</strong></th>
<th>Recognize that the development of standards is for the benefit of the greater community, over and above the interests of any individual, company or representative organization. Members represent an individual interest and must be prepared to accept consensus decisions that are in the broader interest.</th>
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<tbody>
<tr>
<td><strong>Uphold the principles of the consensus process</strong></td>
<td>Uphold the principles of the consensus-based process through openness, transparency, balance and respect in accordance with <em>Regulations Governing ASTM Technical Committees</em> and policies for the development of Standards.</td>
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<tr>
<td><strong>Professional decorum</strong></td>
<td>(a) Advocate their position in a courteous, respectful and professional manner.&lt;br&gt; (b) Focus statements on the scientific, technical, and procedural issues and not on a specific individual or organization.&lt;br&gt; (c) Allow others to present their position and be respectful of their viewpoint.</td>
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<td><strong>Member participation</strong></td>
<td>(a) Perform all duties required of them by their committee. This includes completing and returning ballots.&lt;br&gt; (b) Conduct themselves in a professional and respectful manner.&lt;br&gt; (c) Express viewpoints through the making of proper motions, through participation in the formal debate on those motions, and voting on motions and ballots.&lt;br&gt; (d) Refrain from knowingly disseminating false or misleading information.</td>
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<td><strong>Member education</strong></td>
<td>Read, become familiar with, and adhere to the <em>Regulations Governing ASTM Technical Committees</em> and all other duly established policies and procedures related to the ASTM Standards Development Process.</td>
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<td><strong>Technical Committee/Subcommittee Chairmen</strong></td>
<td>(a) Chairmen act in an impartial manner in the performance of their duties as chair.&lt;br&gt; (b) Chairmen are consistent in conducting meetings in a professional manner and in particular with respecting the participation by both members and attendees.</td>
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<tr>
<td><strong>Declare voting interests</strong></td>
<td>In order for the Standards Development Process to operate fairly and effectively, it is necessary that technical committees contain the representation of a variety of interests and that those interests are balanced within the committees. In order to ensure the necessary balance of interest, members have a continuing obligation to provide ASTM with timely, accurate, and complete information concerning their voting interest.</td>
</tr>
<tr>
<td><strong>Oral communication and written correspondence</strong></td>
<td>(a) Participants take reasonable steps to ensure that any statements are properly portrayed as the opinion or position of that individual and not representative of ASTM. Do not use ASTM stationery for making statements or responding to inquiries.&lt;br&gt; (b) ASTM does not provide interpretations of standards. ASTM only provides official statements as outlined in Section 16 of the <em>Regulations Governing ASTM Technical Committees</em>. A committee or subcommittee may take action to introduce a revision to the standard to further clarify its intent.&lt;br&gt; (c) Individual members consult ASTM Headquarters prior to distributing information to subcommittee or main committee rosters to avoid inappropriate conduct.</td>
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Technical Committees Webpages (public)
Technical Committees Webpages (public)
Logging In – Members Only Area
Options
MyCommittees Area
Committee Rosters

Member Information

IMPORTANT

The roster information is provided for you to communicate with other members regarding ASTM activities and to facilitate corrections to your current records. No other use of this information for personal or business reasons is authorized.

Name: Straiton Kristy
Phone: 610-832-9640
E-Mail: kstraion@astm.org
Address: ASTM International
100 Barr Harbor Drive
WEST CONSHOHOCHEEKN, PA 19428
United States

Classification:

Member Status: Regular Non-Voting Member
Ballots

From: conavi@astm.org
To: CONAVI@ASTM.ORG

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C1242 WK47547 Item 3

Ballot for Spring 2015 Meeting from Subcommittee C18.06 on Attachments
Proposed revision of C1242-14a:

- Design and Installation of Dimension Stone Attachment Systems

Ripper for Dowel Anchor to be added to section “6. Anchor Types”

Section “6. Anchor Types” describes parts of the anchor depicted as “Figure 1 Dowel
Anchor” with comments and a withdrawn “negative” from Main Committee
discussion at New Orleans meeting.

Add to Figure 1.

Ripper with a fixed or loose metal dowel. Avoid dowel misalignment in hole and
prevent panel that could result from dowel misalignment.

Add to Figure 1.

Avoid gravity loads from dowel to backup with metal anchor shown as a brake-formed
anchor also be a rolled or extruded shape. Negative unintended slip at slot according
to

Add bearing structural shim for leveling, separation, and to transfer weight of stone to
weight to prevent bearing of stone on dowel end or weld.

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Specification for Zinc Aluminum Alloys Ingot Form for Hot Dipped Coatings
WK41601 POF (2886)
POTENTIAL CONTACT: Jessica L. Minckey
jessica.minckey@beaumont.com
(770) 514-2275

 afirm with comment  afirm with comment  afirm with comment  afirm with comment

 All items, except as marked below

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Key Points for Participation

- Join Subcommittees & Task Groups that interest you and your organization
- Return Ballots, this is your voice in the process
- Meeting Information posted on the ASTM website
ASTM Opportunities

- Have a voice in the standard that affects your bottom line
- Leadership Training
  - Lead a Task Group or committee of your peers
  - Effectively run a meeting
  - Interaction with Industry Experts/Leaders
- Networking opportunities
Find a Mentor

ASTM Technical Committee Mentor Program

Attending your first meeting, learning the standards development process, and becoming familiar with the inner workings of a technical committee can be a daunting task for new members. ASTM’s mentoring program is designed to quickly involve new members in the standards development activities of a technical committee by providing one-on-one instruction from a seasoned member before, during, and after a meeting. If you would like to request a mentor please complete the electronic form below and submit.

ASTM International is also pleased to offer a series of free one-hour online training workshops. If you have any questions about the training or mentoring program, please contact Sam Brittn.
Nominate Your Committee’s Next Leader

The Emerging Professionals Program
Emerging Professionals Program

Criteria

Potential candidates for the program must meet the following criteria:

• One to five years of experience in standards development or in using ASTM standards in their work;
• Works for a company, association, or government agency that is using and/or developing ASTM standards, or attends a university (graduate level or higher) where their work involves/contributes to a significant ASTM activity;
• Is available to attend the appropriate technical committee meeting; and
• ASTM International membership is required for the candidate and mentor. Student membership is acceptable for the nominee.
Standards Development Resources

Regulations Governing ASTM Technical Committees
- Recommended reading: Entire item; critical: sections 4 - 12

Form and Style for ASTM Standards
- Recommended reading: Introduction (1 page), Information on the type of standard you may be writing or critiquing (+/- 10 pages)

ASTM Technical Committee Officer Handbook
- Recommended Reading: Peruse cover-to-cover
- A one-stop shop for an overview on what you need to know (not just for officers!)
Training

- [http://www.astm.org/MEMBER_TRAINING/](http://www.astm.org/MEMBER_TRAINING/)

- [http://www.astm.org/MEMBER_TRAINING/howto.html](http://www.astm.org/MEMBER_TRAINING/howto.html)

- [http://www.astm.org/leadership/leadership_index.html](http://www.astm.org/leadership/leadership_index.html)

- Free WebEx courses on different aspects of the ASTM standards development process
Thank you