

## AWPA TECHNICAL COMMITTEE REGULATIONS

Effective ~~August 15, 2017~~ August 15, 2018.

The following regulations covering the organization and operation of Technical Committees were originally adopted by the Executive Committee on April 18, 1984 and have been revised many times since then. This revision includes all amendments made up to and including August 2017.

### The following revisions were adopted by the Executive Committee on August 15, 2018:

#### 6.0 PROPOSED EVALUATION

##### ~~METHODS~~ ANCILLARY DOCUMENTS

**6.1** Proposed Evaluation Methods allow for publication of new methodologies for evaluating wood protection systems. A proponent shall submit the methodology to the appropriate Preservatives Technical Committee and request that it be published as a Proposed Evaluation Method. The Proposed Evaluation Method shall be in a format suitable for publication on the AWPA members' website with a summary of the method on the public portion of the AWPA website. Proposals for new or revised Proposed Evaluation Methods shall be submitted to AWPA in a suitable electronic form as determined by AWPA at least 75 days prior to the commencement of the Committee meetings. Upon an affirmative majority vote of the Technical Committee during its meeting, the new or revised method shall be published for ~~up to~~ three (3) years. If the method is not renewed prior to its expiration by a majority vote of the committee, it and then reviewed for renewal or the Proposed Evaluation Method will be automatically removed from the website. Proposed Evaluation Methods which become an AWPA Evaluation Standard shall be automatically removed from the website upon publication of the Standard. Proposed Evaluation Methods are not AWPA Standards and are therefore not subject to the same requirements as are proposals for standardization.

**6.2** Guidance Documents provide information which is helpful in carrying out the work of the Committees. Proposals for new or revised, or to withdraw Guidance Documents shall be submitted to AWPA in a suitable electronic form as determined by AWPA at least 75 days prior to the commencement of the Committee meetings. Upon an affirmative majority vote of the Technical Committee during its meeting, the Guidance Document shall be approved without expiration. Guidance Documents are not AWPA Standards nor are they regulations and are therefore not subject to the same requirements as proposals for standardization.

**7.1.1 Fall Technical Committee Meetings** – No proposal for adoption or substantive revision of a Standard shall be ratified unless written notice of the proposal and its supporting data have been delivered to the AWPA office in a suitable electronic form as determined by AWPA. Such delivery shall have been successfully accomplished at least seventy-five (75) days prior to the commencement of the Committee Meetings. AWPA shall reject any late proposals and groups of proposals which are multiple variations of revisions to the same section(s) of a standard. Proposals deemed unclear, deficient, incorrect, or improperly formatted shall be returned with written notice to the proponent before sixty-eight (68) days prior to the commencement of the Committee Meetings. The proponent must re-submit a corrected proposal acceptable to AWPA at least sixty (60) days prior to the commencement of the Committee Meetings in order to be considered. No substantive revisions to any proposal or supplementary data submitted in support of a proposal shall be considered for submission after this sixty (60) day deadline.

**8.4 Parliamentary Procedure** – The ~~Tenth~~ Eleventh Edition of *Robert's Rules of Order, Newly Revised* shall serve as the guide to Parliamentary Procedure at all Committee meetings. Exceptions: The use of ~~“Lay on the Table”, “Postpone until a certain time” and “Postpone indefinitely”~~ any procedure which has the effect of delaying consideration of any item beyond the adjournment of the present meeting shall not be permitted ~~during any Committee meeting.~~

**8.7.2 Motions for Authorization of Proposals** – Any Technical Committee member in good standing may move to authorize proposals for letter ballot either as originally ~~written~~ submitted or as modified by the Committee.