

FORM FOR PROPOSALS ON IAPMO USEC/USPSHTC COMMITTEE DOCUMENTS

NOTE: All proposals MUST be received by 5:00 PM EST/EDST on August 2, 2010.

For further information on the standards-making process, please contact
Codes and Standards Administration at 909-472-4110.

For technical assistance, please call IAPMO at 909-472-4111 or 909-230-5535.

FOR OFFICE USE ONLY

LOG #: _____

DATE REC'D: _____

PLEASE USE SEPARATE FORM FOR EACH PROPOSAL

Please indicate in which format you wish to receive your ROP/ROC Paper Download* CD-ROM

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ROP/ROC from our Website, no copy will be sent to you.

Date _____ Name _____ Telephone #: _____

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Please Indicate Organization Represented (if any) _____

1. **IAPMO Document Title** _____ **IAPMO No. & Year** _____

Section/Paragraph _____

2. **Proposal Recommends** (check one): New Text Revised Text Deleted Text

3. **Proposal** (Include proposed new wording, or identification of wording to be deleted): [Note: Proposed text should be in legislative format: i.e., use underscore to denote wording to be inserted (inserted wording) and strike-through to denote wording to be deleted (~~deleted wording~~).] Please note if you are referencing a standard or other publication, please provide two copies.

4. **Statement of Problem and Substantiation for Proposal:** [Note: State the problem that will be resolved by your recommendations: give the specific reason for your proposal including copies of tests, research papers, etc. If more than 200 words, it may be abstracted for publication.]

5. **This Proposal is original material.** [Note: Original material is considered to be the submitter's own idea based on or as a result of his/her own experience, thought or research and, to the best of his/her knowledge, is not copied from another source.]

This Proposal is not original material, its source (if known) is as follows: _____

I hereby grant the IAPMO all and full rights in copyright, in this proposal, and I understand that I acquire no rights in any publication of IAPMO in which this comment in this or another similar or analogous form is used.

Signature (*Required*): _____

IAPMO CODES DEPARTMENT FAX • (909) 472-4198 or (877) 852-6337
Mail to: Code Development • IAPMO • 5001 E Philadelphia St • Ontario • CA • 91761-2816
Email to: codechange@iapmo.org

INSTRUCTIONS FOR SUBMITTING PROPOSALS – PLEASE READ CAREFULLY –

1. Type or print in BLACK ink.
2. Indicate the title of the document and the document year. Also indicate the specific section or paragraph that the proposed amendment applies to.
3. Check the appropriate box to indicate whether this proposal recommends adding new text, revising existing text, or deleting text.
4. In the space identified as “Proposal”, indicate the exact wording you propose as new or revised text, or the text you propose be deleted.
5. In the space titled “Statement of Problem and Substantiation for Proposal”, state the problem that will be resolved by your recommendation and give the specific reason for your proposal. Include copies of test results, research papers, fire experience, or other materials that substantiate your recommendation. [See note below, item (f).]
6. Check the appropriate box to indicate whether or not this proposal is original material, and, if it is not, indicate the source of the material.
7. Sign the proposal.

If supplementary material (photographs, diagrams, reports, etc.) is included, you may be required to submit sufficient copies for all members and alternates of the technical committee. For publication in the Report on Proposals, the technical committee is authorized to abstract the “Statement of Problem and Substantiation for Proposal” if it exceeds 200 words.

NOTE:

The IAPMO Regulations Governing Consensus Development in Paragraph 7.0 state: Each proposal shall be submitted to the Secretariat and shall include:

- (a) identification of the submitter and his or her affiliation (i.e., technical committee, organization, company), where appropriate;
- (b) identification of the document, edition of the document, and paragraph of the document to which the proposal is directed;
- (c) the proposed text of the proposal, including the wording to be added, revised (and how revised), or deleted;
- (d) a statement of the problem and substantiation for proposal;
- (e) the signature of the submitter; and
- (f) two copies of any document(s) (other than an IAPMO document) being proposed as a reference standard or publication (see 10.1).