The Worldwide Corrosion Authority
Standards Committee Leadership Training
Outline of Presentation

01 Rationale & Highlights of New Structure
02 Your Role in New Structure - Importance of Interim Leadership
03 Basics to Serve as Interim Leader
04 Running Meetings
05 Standards Development Process
06 Roles & Responsibilities
07 IP Awareness
08 Transition
Rationale & Highlights of New NACE Standards Program
Importance of NACE Standards Program

Serves the needs of industry and society at large

Fulfills NACE Mission, Goals, and Core Purpose

Promotes best practices and technical information exchanges

NACE is the preeminent community for disseminating knowledge, enhancing skills and expanding the professional networks of corrosion control and asset protection professionals worldwide.
NACE Standards Program Serves Critical Industry Needs

- Standards begin and end with industry
- Industry is the customer for standards, not individuals
- Standards require a clear industry need
- Industry pays to send their experts to represent their interests
- Government agencies engage to protect their interests (as industry partners, procurement agencies, customers)
- Regulatory agencies engage to protect health and safety of people and property

Executed properly, a standards program that meets industry needs generates stakeholder loyalty
Why change?

• Support Board of Directors strategic direction
• Standards help implement NACE’s mission
• NACE is neither the market leader nor the best-in-class for developing corrosion-related standards
• Create ability to identify and capture new standardization opportunities
• Desire to improve expressed by member leaders
• Direct focus to areas which afford the greatest opportunity for improvement
• Instill more rigor and restore customer confidence
Meeting Standardization Needs of Corrosion Community
Ultimate Objective

Engaging next generation of practitioners

Involving global community and serving more industry sectors

Producing relevant documents and associated products delivered via state-of-the-art means

Growing portfolio and increased market share of corrosion standards

Healthy Standards Program:
- Agile
- Efficient
- Responsive
- Continuous improvement
- Strengthens entire organization
New Standards Structure
New Standards Infrastructure

• Meets unique requirements of managing a successful standards program

• NACE Board of Directors endorsed the following recommendations:
  • Create independent standards structure
    • Standards-only governing body: Standards Board
    • Standards-unique committee structure
  • Streamline processes to optimize members’ strengths and publish relevant standards and technical reports in a timely manner
New Standards Infrastructure

Applicable to any document approved through consensus process
• Standards
• Technical Reports

Any proposed non-consensus peer-reviewed documents would be developed under Technical Coordination Committee (TCC)
What You Will See

• A Standards Program Governing Body:
  • Standards Board

• Standing Standards Committees:
  • Responsible for a particular subject matter with a portfolio of documents
  • Serve as dedicated voting entity
  • Balanced voting membership
  • Standards development/revision projects led by a Document Project Manager
  • Clear expectations for members

• Revised Structure, Processes, and Tools:
  • Prompt response to industry needs
  • Faster standards development
  • More time for growth initiatives
What You Won’t See

• A one-to-one duplication of STGs to Standards Committees

• 100% of all positions transferring into the new structure

• Canvass ballot process and Task Groups

• As many levels of infrastructure

• Multiple individuals, committees, or groups performing the same or similar tasks
The Standards Program within the NACE Structure

Board of Directors

Area Director

International Liaison and Associate Liaison

Section Technology Coordinator

STAG

TRAC

TCC

Research Committee

TMGs

STGs

STAG

Standards Board

Standards Committees

NACE Administered ISO Activities

TGs (new)

TEGs
NACE Dedicated Standards Structure

NACE Board of Directors

NACE Standards Board

NACE Standards Committees

NACE Standards Committees

NACE Standards Committees
Roles and Responsibilities – Board of Directors

NACE Board of Directors

- Overarching policy for the Society
- Appointment/Approval of Standards Board members
- Final approval of new areas of standardization (strategic level)
- Approval of funding for standards initiatives

NACE Standards Board

NACE Standards Committees

NACE Standards Committees

NACE Standards Committees
Roles and Responsibilities – Standards Board

- Health & performance of NACE standards program
- Strategic planning for standards program
- Standards processes, procedures, tools
- Committee structure and membership
- Approval of new areas of standardization, products & services
- Final standards approval
- Hearings/appeals
- Strong advocate for the NACE standards program
- Cross activity coordination
- Metrics/process controls/improvements
- Manage external liaison relationships
- Recruit Standards Board members and grow their capabilities
Roles and Responsibilities – Standards Committees

NACE Board of Directors

NACE Standards Board

NACE Standards Committees

NACE Standards Committees

NACE Standards Committees

• Propose & approve new standards projects
• Develop standards
• Coordinate and ballot standards
• Address comments
• Approve standards
• Maintain standards in accordance with defined processes
• Manage committee membership in accordance with defined policies
• Assign Document Project Managers

• Provide clarification and interpretation of standards
• Use metrics defined by Standards Board to focus on standards development/maintenance and continuous improvement
• Elevate issues to the Standards Board
What’s New and Different?

<table>
<thead>
<tr>
<th>CURRENT SYSTEM</th>
<th>NEW SYSTEM</th>
</tr>
</thead>
<tbody>
<tr>
<td>28 Specific Technology Groups (STG)</td>
<td>21 Standards Committees (SC)</td>
</tr>
<tr>
<td>STGs responsible for TGs and TEGs</td>
<td>SCs only responsible for standards</td>
</tr>
<tr>
<td>200+ Task Groups develop standards</td>
<td>Document Project Managers lead standards development within SCs</td>
</tr>
<tr>
<td>Process required to approve every TG</td>
<td>SC Chair approves initiation of new standards</td>
</tr>
<tr>
<td>Canvass ballot to establish consensus body for every TG/ document</td>
<td>SC serves as voting entity for all standards in SC jurisdiction</td>
</tr>
<tr>
<td>7 interest classifications</td>
<td>3 interest classifications (user, producer, general interest)</td>
</tr>
<tr>
<td>NACE membership required</td>
<td>NACE membership optional</td>
</tr>
<tr>
<td>Participation as either Observer or Voting Member</td>
<td>Participation as either Observer or Voting Member</td>
</tr>
</tbody>
</table>
Value of New Structure

- Focuses committees exclusively on standards
- Shortens development time
- Open to participation by all materially interested stakeholders (NACE membership not required)
- Alignment of committees is flexible, offering industry sectors and technologies
- Enables strategic planning dedicated to standards development
- Agility to pursue new standardization opportunities
- More easily leveraged by other activities within NACE
- Visibility through Standards Board Chair seat on NACE Board of Directors
Your Role in the New Standards Structure
Your Role

- Your leadership is crucial during this transition period
- Help introduce major changes
- Be the champions for the new system
- Help smooth the bumps in the road
- Staff will be there at every step to assist you
Your Role

- Leader
- Communicator
- Administrator
- Organizer
Objectives

At the end of this module, you will be able to serve effectively as an Interim Standards Committee Officer by:

• Handling administrative responsibilities
• Achieving an equitable balance of voting membership by interest classification
• Conducting an effective Standards Committee meeting
Objectives

At the end of this module, you will be able to serve effectively as an Interim Standards Committee Officer by:

- Understanding the process of developing a standard
- Learning how to resolve negative votes
- Selecting Document Project Managers to manage standards development
- Utilizing NACE resources and staff
Resources

• Standards Board Operating Manual
• Standards Committees Operating Manual
• Standards Board Members
• NACE Technical Activities Staff
Initial Administrative Responsibility

Review Committee Scope & Assigned Documents

• Initial scope approved by Standards Board
• Submit revisions to Standards Board for approval
• Ensure scope clearly defines technology area or industry sector
• Avoid overlap with other Standards Committees

Prepare Committee Charter

• Includes scope, purpose, and program of work
Achieving Balance

• Although members participate as individuals and not as a representative of any organization, NACE recognizes that individuals are valuable for the technical views they bring based on their experiences with the organizations from which they come.

• Standards Committee Voting Members are classified into one of three interest classifications (User, Producer, General Interest) based on the organization from which they come, or the industry interest from which they most draw their technical basis.
Achieving Balance

Standards Committee Balance Defined

- Voting Members in any one interest classification should not significantly outnumber the members in the other interest classifications.
- One interest classification cannot exert undue influence over the standards development process.
- Strive to have no one interest classification with more than 50% of the total committee voting membership.
Achieving Balance

Definition Continued…

• To ensure that there is no undue voting influence, the number of Voting Members from any one company or organization will be limited to 10%

• Additional members from an organization may participate as Observers, able to participate in all activities and comment on ballots

• Individual Consultants must disclose if they are retained by a company in an area of technology being covered by the committee and shall be considered employed by the company for the purposes of interest classification
Three Interest Classifications:

- **User**: A member whose technical views are drawn from an organization that purchases or uses materials, products, systems, or services, other than for household use, covered in the SC scope, provided that the member would not also be classified as a producer as it relates to the work of the SC.

- **Producer**: A member whose technical views are drawn from an organization that produces or sells materials, products, systems, or services covered in the SC scope.

- **General Interest**: A member whose technical views are drawn from an organization that cannot be classified as either a Producer or a User. Examples include members whose technical views are drawn from consumer interest, academic, regulatory, or laboratory communities, or who are individuals whose participation is not being sponsored in any way by any other interest.
Achieving Balance

- Principal tenet of consensus process
- Chair responsibility to aim to achieve equitable balance of voting members among User, Producer, and General Interest classifications
- Interest classifications will be listed on roster
- Staff available to provide assistance and/or data
Effectively Running a Meeting
Effectively Running a Meeting

Before the Meeting

- Review correspondence
- Review minutes and action items from previous meeting
- Review status of SC documents
- Update roster in conjunction with staff
- Contact Document Project Managers
- Staff Standards Liaison will touch base on administrative procedures and document updates
Effectively Running a Meeting

Why is an Agenda Important?

- Prepares Chair
- Provides checklist
- Prepares attendees
- Assists with travel approval for SC members
- Creates interest
- Defines clear objectives
- Serves as valuable organizational tool
Effectively Running a Meeting

Agenda Includes

- Meeting date, time, location
- Introductions
- Agenda and previous meeting minutes approvals
- Committee Membership Update
- Reports on document progress
- Unfinished business
- New business
- Next meeting
Effectively Running a Meeting

Agenda Template

AGENDA
(Name of Committee)
(Date of Meeting) - (Time of Meeting)
(Location of Meeting)

1. Call to Order
2. Review Safety Procedures (face-to-face meetings only)
3. Introduction of Meeting Attendees
5. Approval of Agenda
6. Approval of Previous Meeting Minutes
7. Membership Update
8. Old Business
   8.1 Status of Committee Documents
      8.1.1 Document 1 Title – DPM
      8.1.2 Document 2 Title – DPM
      8.1.3 Etc.
   8.2 Other Committee Activities
9. New Business
   9.1 Documents in Need of Five-year Review
      9.1.1 Document 1 Title
      9.1.2 Document 2 Title
      9.1.3 Etc.
   9.2 Potential New Standards Projects
   9.3 Presentations on Topics of Interest to SC
10. Next Meeting
11. Adjournment

Minutes of NACE Standards Committees are for the exclusive use of the Committee and NACE Staff. Unless authorized by NACE, they should not be distributed beyond the Committee membership.
Effectively Running a Meeting

Opening a Meeting:

- Start on time
- Delegate the task of taking minutes if the committee doesn’t have a secretary
- Acknowledge NACE Antitrust Policy, Patent Disclosure, and IP Statement
- Announce that recording of any kind (audio or video) is not permitted
- Acknowledge Committee Code of Conduct
- Review agenda and obtain agreement on meeting objectives and goals
- Revise agenda if necessary
Effectively Running a Meeting

During the Meeting

- Recognize attendees who wish to speak
- Use time efficiently
- Use members effectively
- Use opportunity to conduct voice votes to disposition ballot comments
  - Requires quorum of voting members
- Use Robert’s Rules as tool to progress decisions
- Staff available to provide assistance
Standards Development Process
## WTO & ANSI Standardization Principles

<table>
<thead>
<tr>
<th>World Trade Organization Agreement on Technical Barriers to Trade</th>
<th>ANSI Essential Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transparency</td>
<td>Transparency</td>
</tr>
<tr>
<td>Openness</td>
<td>Openness</td>
</tr>
<tr>
<td>Impartiality &amp; consensus</td>
<td>Impartiality &amp; consensus</td>
</tr>
<tr>
<td>Effectiveness &amp; relevance</td>
<td>Effectiveness &amp; relevance</td>
</tr>
<tr>
<td>Coherence</td>
<td>Coherence</td>
</tr>
<tr>
<td>Technical Assistance for developing nations</td>
<td>Due process</td>
</tr>
<tr>
<td>Performance Based (where possible)</td>
<td>Balance</td>
</tr>
</tbody>
</table>
Documents Within SC Jurisdiction

Classes of NACE Standards & Technical Reports

• **Standard Practice**
  • Methods of selection, design, installation or operation of a material or system when corrosion is a factor

• **Test Method**
  • Methods of conducting tests related to corrosion prevention and control

• **Material Requirement**
  • Define the required or recommended characteristics of a material when corrosion is a factor in the selection, application, and maintenance of the material

• **Technical Reports**
  • Documents of practice, procedures, and technology that are intended as guides to standard engineering practices
Consensus Standards

**Consensus** refers to substantial agreement, not necessarily unanimity

> 50% of voting membership must respond with an affirmative or negative (abstentions are not counted toward the response requirement)

**AND**

≥ 75% of votes counted towards the response requirements must be approvals
Document Project Actions

- Develop new standard
- Revise existing standard
- Reaffirm existing standard
- Stabilize existing standard
  - Must have been reaffirmed once to be eligible
- Cancel existing standard
Standards Initiation

When selecting projects, strive to:

- Enhance safety
- Create common language
- Facilitate trade through reduced regulations
- Harmonize global markets
- Improve or protect the environment
- Increase productivity or reliability of processes
- Permit common interfaces
- Promote uniform testing or performance
- Reduce costs
Standards Initiation

• Proposed projects may come from SC members, TCC, industry, regulatory agencies, etc.

• SC Chair works with the requester and the SC to:
  • Determine the scope of the proposed new document
  • Ensure that there is industry need for the document
  • Identify sufficient interest in helping to draft the new standard

• SC Chair approves initiation of document

• SC Chair appoints a Document Project Manager (DPM)

• DPM works with SC to solicit help to draft standard:
  • May establish an informal ad hoc committee
  • OR assign an individual
Document Project Manager (DPM)

- Prior to the development of a new standard or revision of an existing standard, the SC Chair shall appoint an individual to serve as the DPM.

- DPM serves as focal point for all activities related to the document’s development and retains role until the standard is approved and published.
DPM may enlist the help of SC members or other experts in carrying out responsibilities:

- Complete *New Project Request Form* to obtain document number assigned by staff
- Solicit volunteers to help with draft preparation
- Prepare drafts of the standard using NACE tools and templates
- Submit drafts electronically for SC ballot
- Address all comments received from ballots and maintain record of disposition of negative votes
- Make all changes to the draft necessary to achieve consensus (may require reballots)
- Submit the draft for the next level of balloting by the Standards Board
Document Balloting

Three Ballot Response Options:  
- Affirmative
- Negative
- Abstain

1. Affirmative:  
   • Agree with contents and approve for publication  
   • Permits minor editorial comments  
   • Affirmative votes should not contain any technical comments. DPM is not required to incorporate or resolve any comments submitted with affirmative response.
Three Ballot Response Options:  

- **Affirmative**
- **Negative**
- **Abstain**

2. **Negative**

- Disagree with content
- Must include rationale for negative vote (will not be considered without rationale)
- Shall include alternative language that would resolve the negative
- Should substantiate technical inaccuracy or omission in the draft standard
- Should address points dealing with perceived ambiguity or a lack of clarity that result in perception of a technical inaccuracy
Three Ballot Response Options: **Affirmative**  
**Negative**  
**Abstain**

3. Abstain

- Reviewed
- Subject matter determined to be outside of voter’s area of expertise
- Abstention still counts towards participation requirements
NACE requires two levels of ballot

Standards Committee
• Reviewed for technical and editorial content

Standards Board
• Confirms adherence to NACE policies and ensures due process followed
• Not required for reaffirmations or stabilizations
All of the following conditions must be met:

• 28-day ballot through Standards Committee
• Greater than 50% of SC voting membership must respond with an affirmative or negative (abstentions are not counted toward the 50% response requirement but are counted toward participation requirement)
• At least 75% of votes counted towards the response requirements must be approvals
• All comments and negatives (including those from Observers) have been adjudicated
Example (> 50% response, ≥ 75% Affirmative):

Voting Members on Committee = 100

- > 50% of 100 = 51 votes required (affirmative or negative)
- ≥ 75% of 51 = 39 votes must be affirmative for the ballot to pass

- Abstentions are not counted toward the response requirement
- Members who did not vote are not counted toward the response requirement
Disposition of SC Ballot Comments

All comments must be adjudicated before SB ballot

Adjudication means DPM reviewed comments and attempted to resolve

Every comment does not have to be accepted

Reasons for not accepting unresolved negatives must accompany next round of balloting

All technical changes must be reballoted
Comments from Observers

• Observer SC members may comment on ballots

• Observers do not have a formal affirmative/negative/abstain vote

• Observer comments must be reviewed and adjudicated
Adjudication of Negative Votes

There are six ways the Document Project Manager may adjudicate negative vote comments:

1. Persuasive
2. Withdrawn
3. Withdrawn with editorial changes
4. Not related/Non-responsive
5. Not persuasive
6. Previously considered
Adjudication of Negative Votes

Persuasive

• DPM determines the content of the negative vote is technically valid and within scope
• Considered persuasive and suggested change incorporated via subsequent reballot

Withdrawn

• After discussion with DPM, voting member determines negative vote is no longer valid
• Withdraw negative vote and change vote to either affirmative or abstain contingent upon notification to DPM and NACE Staff
Adjudication of Negative Votes

Withdrawn with Editorial Changes

• After discussion with DPM, voting member agrees that negative may be resolved by making an editorial change
• Withdraw negative vote and change vote to either affirmative or abstain contingent upon notification to DPM and NACE Staff
• Editorial change must introduce no change in technical content but may only correct typographical errors or restate a requirement to reduce ambiguity
Adjudication of Negative Votes

Not Persuasive

- DPM determines content of the negative vote is not persuasive (i.e., the suggested change and the rationale for requesting the change do not render the document more technically accurate or valid than the original text)

- DPM recommends to SC for final adjudication by one of these means:
  - inclusion of proposed Not Persuasive recommendations in the subsequent reballot
  - distribution of a 14-Day Affirmation Ballot to the SC
  - review during an SC meeting by voice vote recorded in the minutes
Adjudication of Negative Votes

Not Persuasive

• If SC affirms, requested change is not incorporated

Example:

“The idea to attempt standardization of this labyrinth can only produce something that consists of over 50 pages of generalities, platitudes and clichés, bonded with lengthy bullet lists and legalese. This kind of guidance can only make things worse. Discard the whole thing.”
Adjudication of Negative Votes

Not Related/Non-Responsive

• Not Related: determined that negative vote addresses technical requirements which fall outside of the scope of the draft document or relate to content not included in ballot OR
• Non-Responsive: Does not fulfill the requirements of a negative vote
• Requested change is not incorporated
• Negative comments unrelated to the proposal under consideration will be noted and may be considered as proposals for new standards projects

Previously Considered

• Determined that the subject of the negative vote was previously considered during past rounds of balloting and ruled either “Not Persuasive” or “Not Related”
• Requested change is not incorporated
### Subsequent Reballots

After completion of initial 28-day SC ballot and addressing of comments, reballot alternatives include:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>14-Day Affirmation</th>
<th>28-Day Reballot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ballot Content</td>
<td>Limited to technical changes of sufficient clarity to communicate directly in a &quot;Change From/Change To&quot; format</td>
<td>Limited to technical changes incorporated since previous round of balloting</td>
</tr>
<tr>
<td>Technical Changes</td>
<td>Typically ≤ 5</td>
<td>Typically &gt; 5</td>
</tr>
<tr>
<td>Response Requirement</td>
<td>None</td>
<td>&gt;50% response, ≥ 75% Affirmative</td>
</tr>
<tr>
<td>Participation Requirement</td>
<td>Vote only if negative/concern with proposed changes</td>
<td>Voting Members must vote, previous vote does not carry over</td>
</tr>
<tr>
<td>Adjudication</td>
<td>Required if negative vote(s) submitted</td>
<td>Required; comments on sections outside of reballot content may be ruled Not Related and held for next revision</td>
</tr>
<tr>
<td>Next Step</td>
<td>If no comments received, proceed to Standards Board ballot</td>
<td>Dependent upon comment resolution, may require SC reballot OR proceed to Standards Board ballot</td>
</tr>
</tbody>
</table>
Standards Board Level Ballot

• Review and approve for adherence to NACE policies and procedures not technical content

• 14-day ballot

• Accompanied by summary of any unresolved negative comments and SC position

• If any SB member votes negative based upon perceived process violation, document sent back to SC to correct procedural infractions

• Appeals process exists for any persons with direct and materially affected interests who have been or may be adversely affected by a procedural action or inaction
Document Development Process
Roles & Responsibilities
Standards Committee Officers

Each Standards Committee:
• **Must have** a Chair and Vice Chair
• **May have** a Committee Secretary

• Officers have two-year terms, renewable one time
• Officers are voting members
SC Chair Responsibilities

• Plan and conduct meetings in conjunction with NACE staff
• Manage and assign standards projects and appoint Document Project Managers in order to balance and expedite the SC’s work
• Manage the five-year review process for SC documents
• Recommend revisions of SC charter as needed and submit all changes/additions to the SB for review and approval
• Establish ad hoc subordinate groups if needed, appoint their leaders, supervise their operation, and sunset them as appropriate
• Ensure the SC operates within its defined scope and according to NACE policies and procedures
• Coordinate with other SC committees on related projects
SC Chair Responsibilities Continued…

• Appoint a committee member to record the minutes at each meeting
• Ensure that a quorum is present
• Elevate issues, concerns, problems or opportunities to the SB in a timely manner as needed
• Provide timely minutes of each meeting and ensure approval of minutes from the previous meeting
• Monitor SC ballots and the balloting process for adherence to proper procedures
• Maintain the balance of voting members
• Actively collect, monitor and utilize SB approved metrics to continuously improve the health and operation of the SC
• Serve as neutral convener of first level of appeals procedure
SC Chair Desired Qualities

- Technical expertise in the SC’s subject matter
- Commitment to the overall success of the NACE Standards Program
- Demonstrated leadership skills
- Responsible and accountable
- Strong communication skills
- Willingness to make decisions yet lead through consensus-building
- Able to keep projects on track and on schedule
- Global perspective of the corrosion sciences community
- Two or more years of active SC participation, such as serving as a DPM for the development of standards or fulfilling the role of Vice Chair or Committee Secretary
- Knowledge of NACE processes
SC Vice Chair Responsibilities & Qualifications

• Assist in management duties of committee
• Fulfill obligations in absence of Chair
• Be an SC member in good standing
• Serve on the SC for at least one year
• May not be employed or sponsored by the same organization as the Chair
• Should have support of employer to hold office, to attend all relevant meetings, and to perform all necessary functions of the office
• Exhibit as many of the desired qualities for Chair as possible
Secretary Responsibilities

- Appointed by the SC Chair
- Record all meeting minutes and such other functions as may be directed by the SC Chair
SC Member Qualifications

• Function as individuals and not as agents or representatives of any organization with which they may be associated
• Governmental employees participate in accordance with government regulations
• Technical expertise or material interest in the SC’s subject matter
• NACE membership encouraged but not required
SC Participant Categories

Voting Member

• Designated by an interest classification (User, Producer, General Interest)
• Contribute to the work of the SC
• Vote on ALL standards ballots in a timely manner
• Maintain active participation
Observer

- Participate as non-voting member
- Receive notifications of standards ballots
- May provide ballot comments
- Does not have affirmative/negative/abstain vote
- Eligible to assist with document development
SC Participant Responsibilities

Maintaining Voting Membership

• Failure to respond to 3 consecutive ballots results in removal
• Absence from 3 consecutive meetings results in removal (virtual participation counts towards attendance requirement)
• Chair determines if extenuating circumstances warrant retention
• Status becomes Observer on SC if removed from voting membership
How to Engage with SC

- Opportunity to join one or more SC
- Complete application
- Assigned interest classification if Voting Member
- Any materially interested individual may join as an Observer
International Standards Working Group (ISWG)
International Standards Working Group

- Facilitate greater global participation in SC
- Eliminates burden of travel for individuals from regions and countries outside of North America
- SC may establish one or more ISWGs
- Function as a subordinate committee of SC
- Report to SC
International Standards Working Group Chair

- Appointed by SC Chair
- Chairs local ISWG meetings
- Ensures coordination of all activities with SC
<table>
<thead>
<tr>
<th><strong>International Standards Working Group Members</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Not necessary to attend main SC in-person meetings</td>
</tr>
<tr>
<td>Required to attend local face-to-face and online ISWG meetings</td>
</tr>
<tr>
<td>SC membership categories and interest classifications apply</td>
</tr>
<tr>
<td>Follow all SC policies and procedures</td>
</tr>
<tr>
<td>Receive all SC ballots</td>
</tr>
<tr>
<td>May serve as DPM or on ad hoc groups</td>
</tr>
</tbody>
</table>
Intellectual Property
All committee participants shall familiarize themselves with NACE’s Intellectual Property Policies related to Copyrights, Patents and Trademarks.

DPMs and SC participants must acknowledge NACE’s IP Policy.

All material, minutes, drafts, and published standards become the copyrighted property of NACE International.
Collaboration with Other Organizations

- Submission of NACE Standards to ANSI to become ANS
- Submission of NACE Standards to ISO
- Standards Board Establishes Policy
- Developing Joint Documents with Other SDOs
- NACE Adoption of ISO Standards
Collaboration with Other Organizations Continued…

Submit request via Other Standards Development Organization (SDO) Collaboration Form

Requests must be accompanied with justifications from multiple user organizations articulating benefits

Within context of standard strategy and Standards Board Policy, course of action is determined
Transition

- TGs continue document development until new system launch date
- If document has not been balloted, join SC responsible for document
- If approval ballot has been issued through current system, adjudicate comments and ballot through SC
- If ballot would be issued within 60 days of new system launch date, hold off and ballot through SC
Timeline

Oct. 2019
- NACE Board of Directors Approval

Jan. 2020
- NACE Standards Board Orientation
- Establish Standards Committees (SC) Assign Existing Documents to SCs Select Interim SC Leaders

Feb - April 2020
- Interim SC Leadership Training

June 2020
- Solicit participants to join SCs

Summer 2020
- SC Kickoff Meetings at CTW
- SC Member Training

Sep. 2020
- SC Kickoff Meetings at CTW
- SC Member Training
Checklist

- Establish balanced voting membership
- Understand standards development system
- Explain ballot process
- Guide DPMs with adjudication of negative votes
- Utilize NACE Resources

- Review Standards Committee Operating Manual
- Review & suggest revisions to SC scope & assigned standards
- Draft SC charter
- Chair effective meetings
- Appoint Document Project Managers (DPMs)
Questions?

Contact Standards@nace.org