

## ***AWPA TECHNICAL COMMITTEE REGULATIONS***

Effective ~~September 26, 2021~~ date: January 19, 2023.

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 September 2021~~ version was approved by the American National Standards Institute on December 9, 2022 and was finalized by the Executive Committee on January 19, 2023.

### **The following revisions were adopted by the Executive Committee on January 19, 2023, effective immediately:**

**3.3.3 Revision or Reaffirmation of Standards** – AWPAs Standards ~~are under continuous maintenance, which means that they~~ may be revised at any time. In order to assure that AWPAs Standards reflect state-of-the-art developments, Technical Committees shall be responsible for a five-year periodic review of each Standard or portion of Standard within their jurisdiction. A reaffirmation is only appropriate when no revisions are made to a Standard. Any “P” Standard not reaffirmed five years from the most recent reaffirmation year shall be automatically withdrawn and all references to that Protectant/Preservative system in the Use Category System Standards shall be deleted. All other Standards not revised or reaffirmed five years from either the most recent revision year or reaffirmation year shall be automatically withdrawn. Guidance Document I is a non-mandatory document which provides helpful information regarding the reaffirmation of “P” and “A” Standards.

**3.4.3 Participation** – Members are minimally expected to attend meetings, answer association-related correspondence, vote on all ballots, and keep contact information current. Other responsibilities include participation as a member of a task group, checking the AWPAs website for proposals and responses to proposals, and participating in other activities and discussions. Since much Technical Committee work is performed by task groups, members are encouraged to serve on task groups and, when sought, to serve as task group chairs. Failure to participate to a significant degree is evidence of lack of interest and cause for removal from Technical Committee membership. Reasonable administrative fees may be assessed at the discretion of AWPAs to assist in defraying administrative costs. Such fees may be reduced or waived by AWPAs if a directly and materially affected interested participant experiences a hardship or lacks the financial resources to participate.

**8.5.1 Voting Eligibility** – Only those Committee members who are present during roll call will be eligible to vote at a Committee meeting. Except in Technical Committees P-1 and T-1, the vote of only one representative or consultant of a single entity shall be counted. The members of Technical Committees P-1 and T-1 serve by virtue of their leadership responsibilities in other P and T Committees and are considered to be representatives of their respective

Committees. Any ~~person (inspector, consultant, etc.) retained~~ Committee member or consultant sponsored by an organization on a continuing basis or in connection with a standards development activity shall disclose the relationship on the issue being voted upon shall declare a conflict of interest and be classified in accordance with the as a member of that producer’s organization’s classification for the purposes of deliberation and voting on that issue. Any such relationship which causes more than one Committee member to represent an organization requires the sponsored person(s) to recuse themselves from voting on the sponsored activity for the remainder of the standardization cycle.

**9.2 Voting Eligibility** – Voting status for the letter ballot shall be as determined as follows: The voting alternate Technical Committee members changed to voting status at the meeting shall retain their voting status for the remainder of the standardization cycle. A like number of voting members not present at the Technical Committee meeting with the least seniority on the Technical Committee shall be changed to voting alternate status for the purposes of the re-ballot. The ballot of only one entity as defined herein shall be accepted. Any ~~person (inspector, consultant, etc.) retained~~ Committee member or consultant sponsored by an organization on a continuing basis or in connection with a standards development activity shall disclose the relationship and by any organization on the issue being voted upon shall be classified in accordance with the organization’s classification for the purposes of voting. as a member of that organization and Any such relationship which causes more than one Committee member or consultant to represent an organization requires the sponsored person(s) to abstain from voting on the sponsored activity. shall abstain from voting on that issue.

**12.1 Actions Eligible for Appeal** – Any procedural action taken by a Technical Committee to adopt, revise, reaffirm, or withdraw a Standard, or any procedural inaction of a technical Committee may be appealed to the Executive Committee by any directly and materially interested a member of a Technical Committee or by a party adversely affected by the proposed new, revised, reaffirmed, or withdrawn Standard.

**12.4 Consideration of Appeal** – The Executive Committee shall consider the appeal at its next meeting following the filing of a notice of appeal. If the appellant claims that one or more specific Executive Committee members has a conflict of interest, the remaining Executive Committee members shall determine whether or not a conflict of interest exists. Any Executive Committee member deemed to have a conflict of interest shall not participate in the deliberations. Also, any Executive Committee member who believes they have a conflict of interest shall recuse themselves from

deliberations. The Executive Committee shall allow any directly and materially interested party to make an oral or written presentation at the meeting. Technical Committee members and other interested parties should be present and participate in such discussions. The Executive Committee shall give written notification of its decision on the appeal, setting forth the reasons for its decision, within 30 days of its consideration of the appeal.