



Standards Development: Proposal Review Panel

A Cooperative Effort of the
NCWM/NIST Partnership

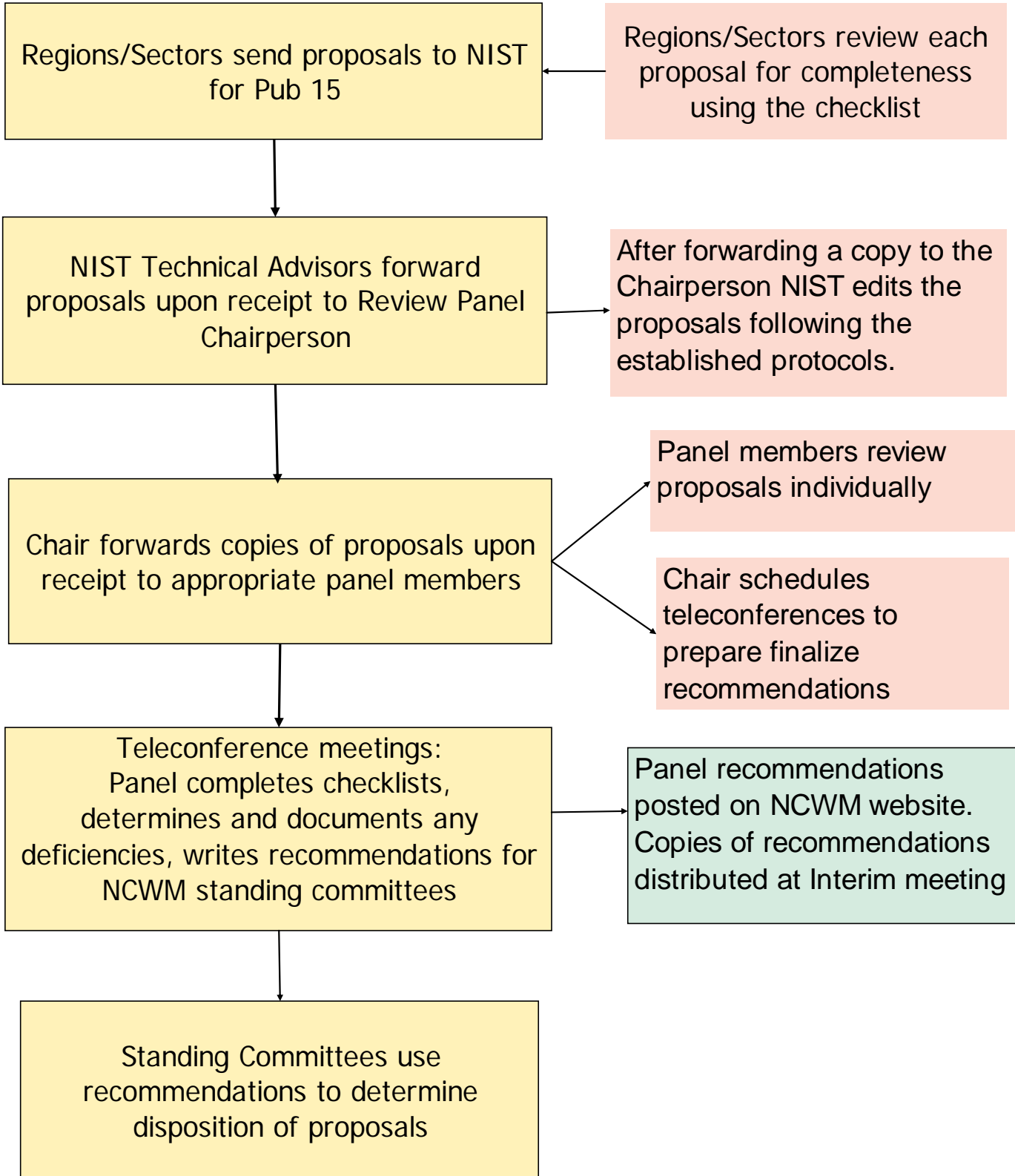
What's Required for Effective Standards Development?

- Well developed proposals
- Input / participation from stakeholders
- Expert involvement at the table
- Tolerance for opposing opinions
- Understanding the issues before voting
- Well disseminated information

Objective Assessment of Proposals

- Has the regional standing committee provided good explanation and justification?
- Is this a national issue?
- Can the Standing Committee effectively handle this proposal or would it benefit from a work group for proper development?
 - Does a work group already exist that can handle the proposal?
- Should there be a special effort to bring in stakeholders to NCWM meetings for this proposal?

NCWM Proposal Review Panel Process - 2005



Review Panel Members

S&T Proposals

| | |
|----------------------|----------------|
| Review Panel Chair: | Judy Cardin |
| NCWM S&T Chair: | Clark Cooney |
| NIST Representative: | Tina Butcher |
| AMC Scale Rep: | Lou Straub |
| AMC Meter Rep: | Gordon Johnson |

L&R Proposals

| | |
|----------------------|---------------|
| Review Panel Chair: | Judy Cardin |
| NCWM L&R Chair: | Joe Benavides |
| NIST Representative: | Ken Butcher |
| AMC Rep: | Mark Galletta |

PDC Proposals

| | |
|---------------------|-----------------|
| Review Panel Chair: | Judy Cardin |
| NCWM PDC Chair: | Celeste Bennett |

Proposal Review Checklist

- A concise statement of the issue or problem outlining the purpose and national need for its consideration.
- Background material including test data, analysis of test data, or other appropriately researched and documented material from which the Committee will be able to make a judgment for either a firm recommendation or consideration of the need for further study;
- Proposed solutions to problems stated in specific language in amendment form to Conference documents.
- Practical, realistic, and specific recommendations for both regulations and test methods to provide for proper enforcement if a proposal involves a new area of weights and measures activity.
- When proposals modify existing publications, such as Handbook 44, the proposal should:
 - Identify the pertinent portion, section, and paragraph of the existing publication that would be changed (e.g., Sec. 1.10. General Code, paragraphe G-A.1. Commercial and Law-Enforcement Equipment.).
 - Provide evidence of consistency with NCWM publications, such as with other specific device code sections.
 - Provide evidence of consistency with Federal laws and regulations (e.g., USDA)
 - Relay the positions of businesses, industries, or trade associations affected by the proposal including supporting and opposing points of view.

NCWM Form 15
Proposal to a Standing Committee
Committee: _____

| | |
|---|---|
| Date: | Regional Association: |
| Name/Address of Contact Person | Regional Actions: (votes for and against) |
| Phone: Fax: email: | |
| Please Attach Additional Pages and Information as Needed | |
| Proposal: (Proposed solutions to problems stated in specific language in amendment form to handbooks, if a proposal involves a new area of weights and measures activity, the recommendations for both regulations and test methods for proper enforcement must be provided.) | |
| Problem/Justification: (Include a concise statement of the issue or problem outlining the purpose and national need for its consideration.) | |
| Other Contacts: (Provide position statements, comments, etc. from names and addresses of individuals, firms, manufacturers, and/or trade associations included in developing the proposal.) | |
| Other Reasons For: (If none, please indicate none have emerged.) | |
| Other Reasons Against: | |
| Additional Considerations: (provide cost estimates and state the anticipated benefits for all parties or indicate how the proposal may affect other requirements, programs, etc.) | |
| Attachments: (list the accompanying documents, data, studies etc.) | Suggested Action: (Be specific on what action the committee should take on the issue.) Recommend NCWM <input type="checkbox"/> Adoption <input type="checkbox"/> Withdraw <input type="checkbox"/> Developing Issue <input type="checkbox"/> Informational Issue <input type="checkbox"/> Other (Please describe) |

The Review Panel Makes Recommendations

- Recommend further development by regions.
 - The Panel will provide the region with clear feedback as to what the proposal needs.
- Recommend development by an existing work group.
- Recommend assembly of a new work group.
- The proposal can be dealt with effectively by the standing committee.

In Any Case...

- All proposals forwarded by the regions will appear on the NCWM Standing Committee agenda.
- Committees will present them for comment in the usual manner.
- Committee reports will provide for a historical record of the discussions and actions related to the proposal.
- Ultimate fate of a proposal lies within the standing committees.