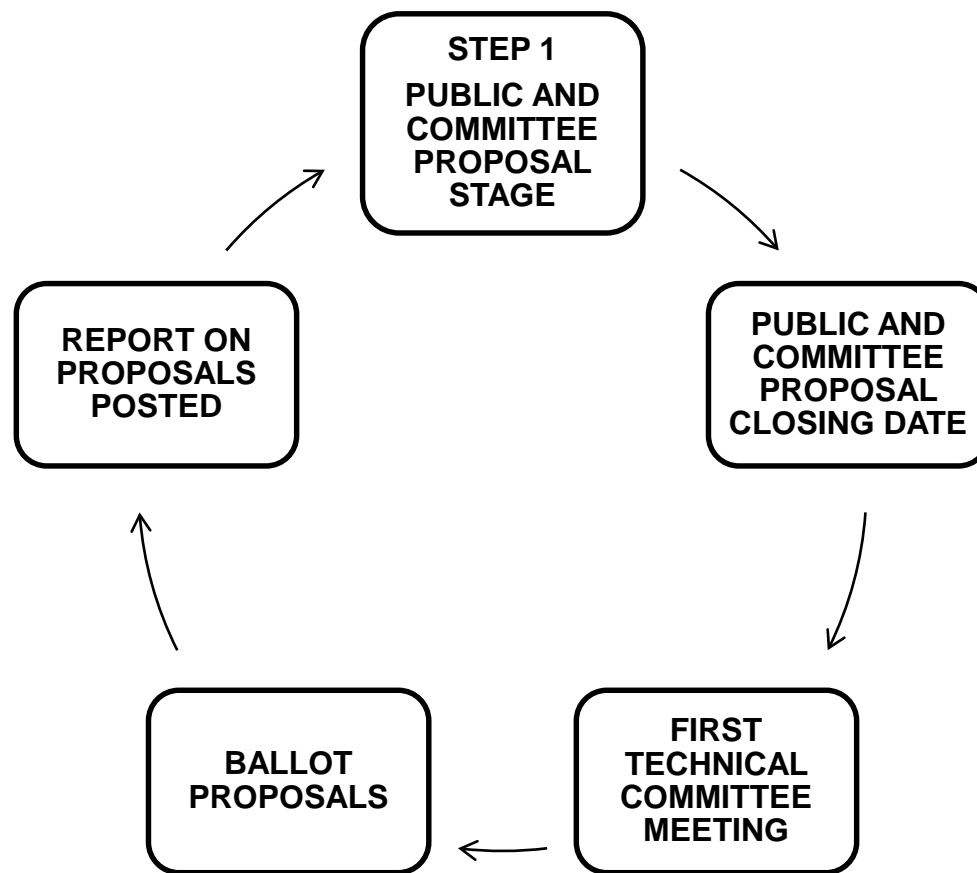




THE STANDARDS DEVELOPMENT PROCESS



Step 1: Public and Committee Proposal Stage

When the current edition is published, the development of the revised edition begins. The revision cycle begins with a public notice asking for any interested party to submit public proposals on an existing standard. The call for proposals is published in the IAPMO website, I-Connection, IAPMO Official magazine, American National Standards Institute's Standards Action and other publications. After the public and committee proposal closing date, the technical committee will hold their first technical meeting.

First Technical Committee Meeting

The technical committee holds their first meeting where the committee will consider and provide a response to all public proposals. The committee will use the proposals in order to develop the first revisions to the standard which results in a complete integrated draft known as the Report on Proposals. The Report on Proposals has initial agreement by the committee based on a simple majority vote during the meeting to establish a consensus. The final position of the committee is established by letter ballot.

THE STANDARDS DEVELOPMENT PROCESS

The IAPMO logo features the acronym "IAPMO" in a bold, black, sans-serif font. The letters are contained within a stylized green shield shape that is partially enclosed by a green swoosh or arc on the left and top. A thick green horizontal line extends from the right side of the shield across the top of the page.

Step 1: Public and Committee Proposal Stage (cont.)

Committee Ballot on Proposals

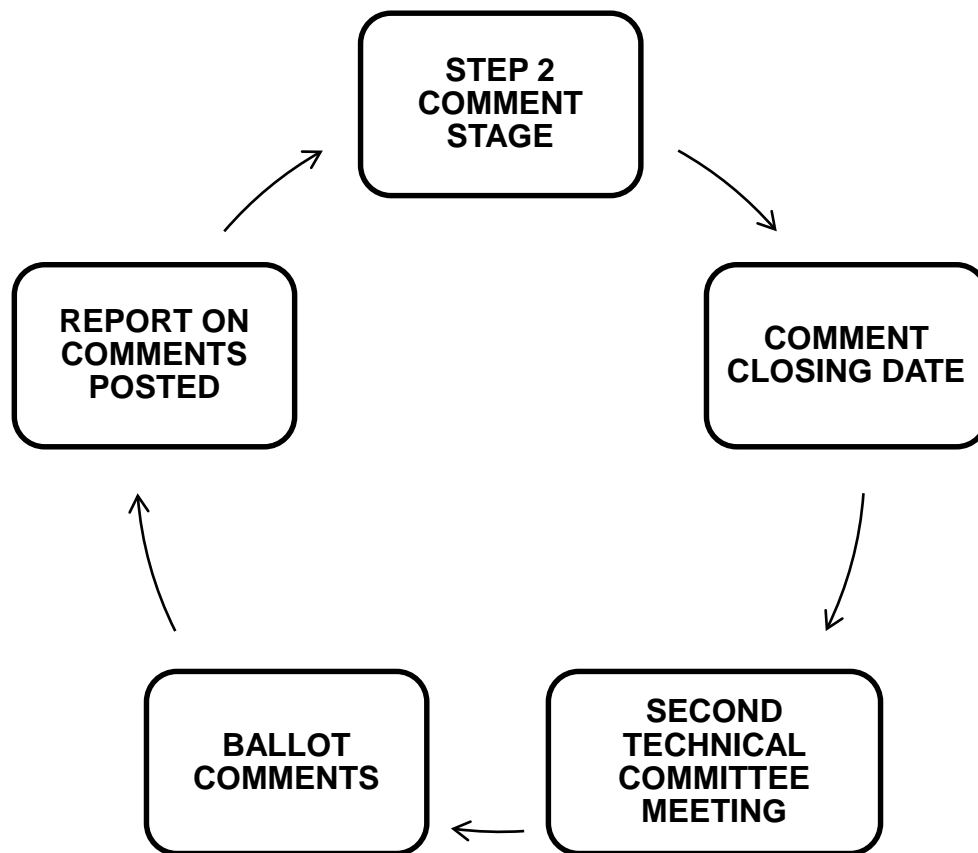
The first revisions developed at the first technical committee meeting are balloted; this means that the text the committee wants revised in the standard is on the ballot for approval by the committee. Committee approved revisions are indicated through their actions and each must be approved by two-thirds vote. Any proposal that failed to achieve the necessary two-thirds vote is noted in the Report on Proposals, and reconsidered by the technical committee as an automatic public comment.

Report on Proposals Posted

The Report on Proposals is posted on IAPMO's website. The Report on Proposals serves as documentation of the proposal stage and is published for public review and comment. The Report on Proposals consists of public input, committee input, committee and correlating committee statements, correlating input, committee action, comments on committee actions, total eligible committee members and the voting results from the ballots; IAPMO's applicable regulations; and names of the technical committee. The Report on Proposals also contains task group reports and a preprint of the revised standard as it would appear in the event that all of the proposals accepted by the technical committee are ultimately approved for inclusion in the final version of the standard.



THE STANDARDS DEVELOPMENT PROCESS



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The IAPMO logo is located in the top left corner. It features the letters "IAPMO" in a bold, black, sans-serif font. The letters are set against a light green shield-shaped background. This shield is enclosed within a green circular border that has a slight 3D effect, with a darker green shadow on the right side. A thick green horizontal line extends from the right side of the shield across the top of the page.

IAPMO

Step 2: Comment Stage

Once the Report on Proposals becomes available, there is a public comment period during which anyone may submit a Public Comment on the Report on Proposals. A public notice asking for any interested party to submit public comments is published in the IAPMO website, I-connection, IAPMO Official magazine, American National Standards Institute's Standards Action and other publications. The electronic comment is available on IAPMO's website on the codes and standards information page.

After the public comment closing date, the technical committee will hold their second technical meeting. The technical committee will consider and act on all comments that are directly related to the Report on Proposals. The committee provides the action and response to each public comment. The committee will use the Public Comments in order to develop the Report on Comments to the standard. The Report on Comments has the initial agreement by the committee based on simple majority vote during the meeting in order to establish consensus. The final position of the committee is established by letter ballot.

THE STANDARDS DEVELOPMENT PROCESS

The logo for IAPMO (International Association of Public Management Officials) features the acronym "IAPMO" in a bold, black, sans-serif font. The letters are set against a light green shield-shaped background. This shield is enclosed within a dark green, stylized oval border that has a slight 3D effect. A thick, dark green horizontal line extends from the right side of the shield across the top of the page, and a vertical line descends from the bottom of the shield, curving slightly to the left.

Step 2: Comment Stage (cont.)

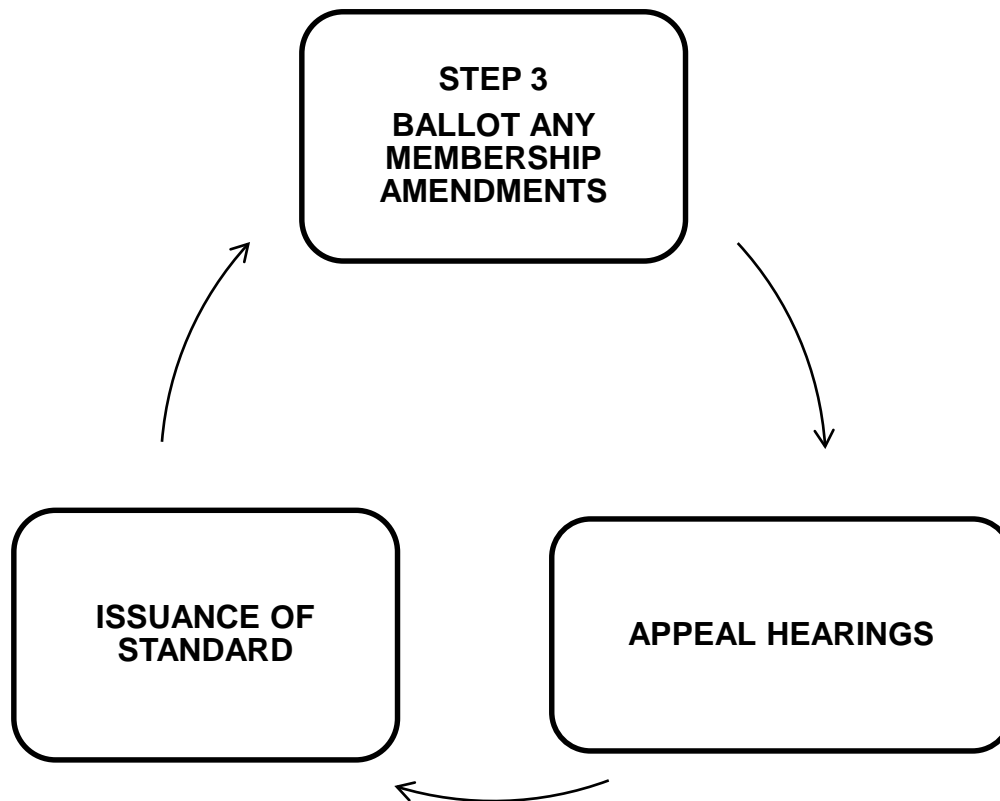
The public comments developed are balloted; this means that the text the committee wants revised in the standard is on the ballot for approval by the committee. Committee approved actions must be approved by two-thirds of the committee to appear in the Report on Comments. Any technical committee actions that failed to achieve the necessary two-thirds affirmative vote is reported in the Report on Comments as rejected.

Report on Comments Posted

The Report on Comments is posted on IAPMO's website. The Report on Comments serves as documentation of the comment stage and is published for public review and comment. The Report on Comments consists of the Report on Proposals, Public Comments with corresponding committee actions and committee statements, correlating actions and their respective committee statements, committee comments; comments on committee actions, total eligible committee members and the voting results from the ballots; IAPMO's applicable regulations; and names of the technical committee. The Report on Comments also contains a preprint of the revised standard as it would appear in the event that all of the proposals accepted by the technical committee are ultimately approved for inclusion in the final version of the standard.



THE STANDARDS DEVELOPMENT PROCESS



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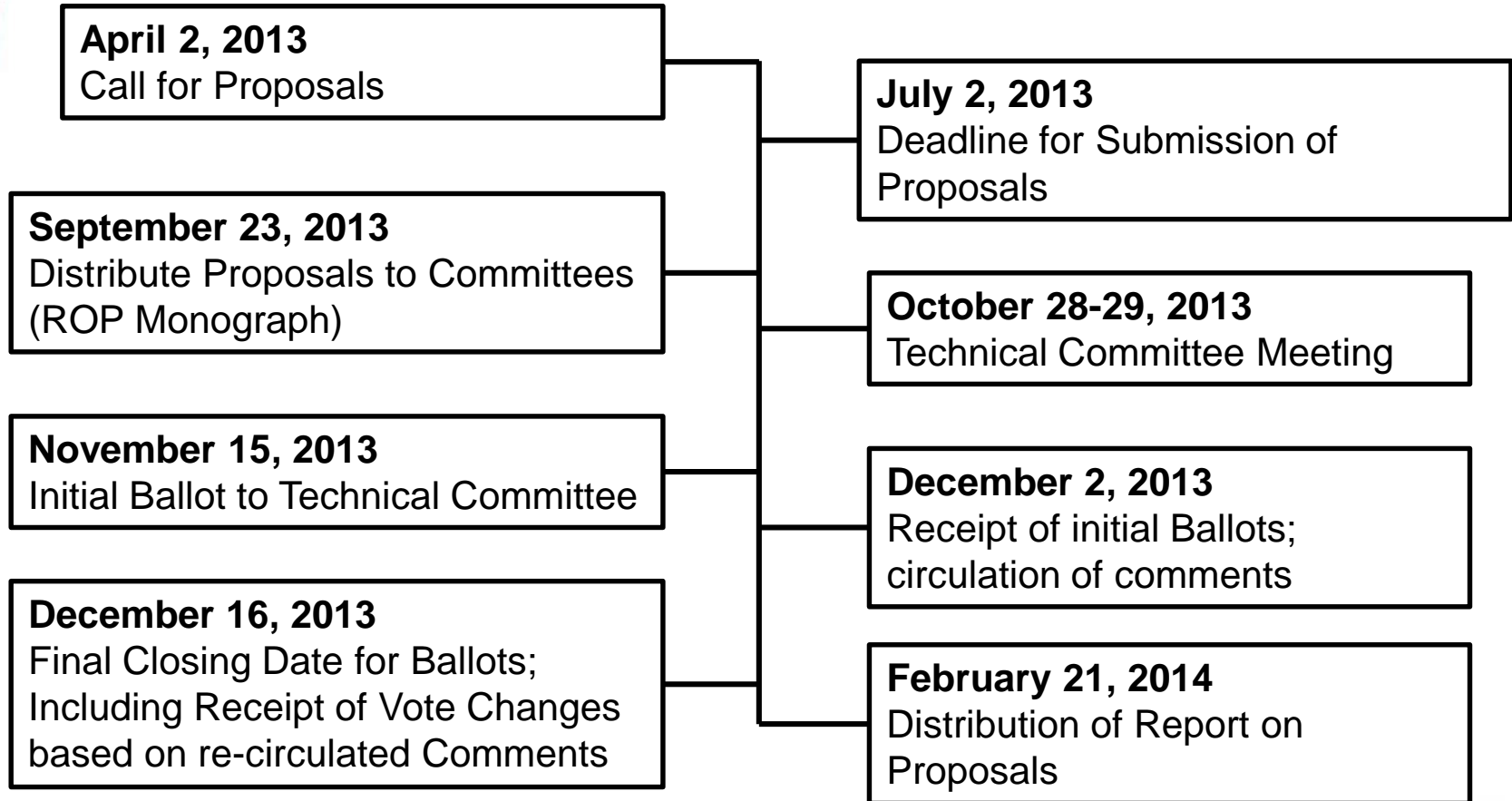
IAPMO

Step 3: Appeals and Issuance of the Standard

Some standards receive no controversial proposed changes or comments, and therefore are sent directly to the Executive Committee for issuance. The Executive Committee considers appeals both in writing and through the conduct of hearings at which all interested parties can participate. It decides appeals based on the entire record of the process as well as all submissions on the appeal. After deciding all appeals related to a Standard before it, the Executive Committee, if appropriate, proceeds to issue the Standard as an official IAPMO standard. The decision of the Executive Committee is final and the IAPMO standard becomes effective after twenty days after the Executive Committee issuance.

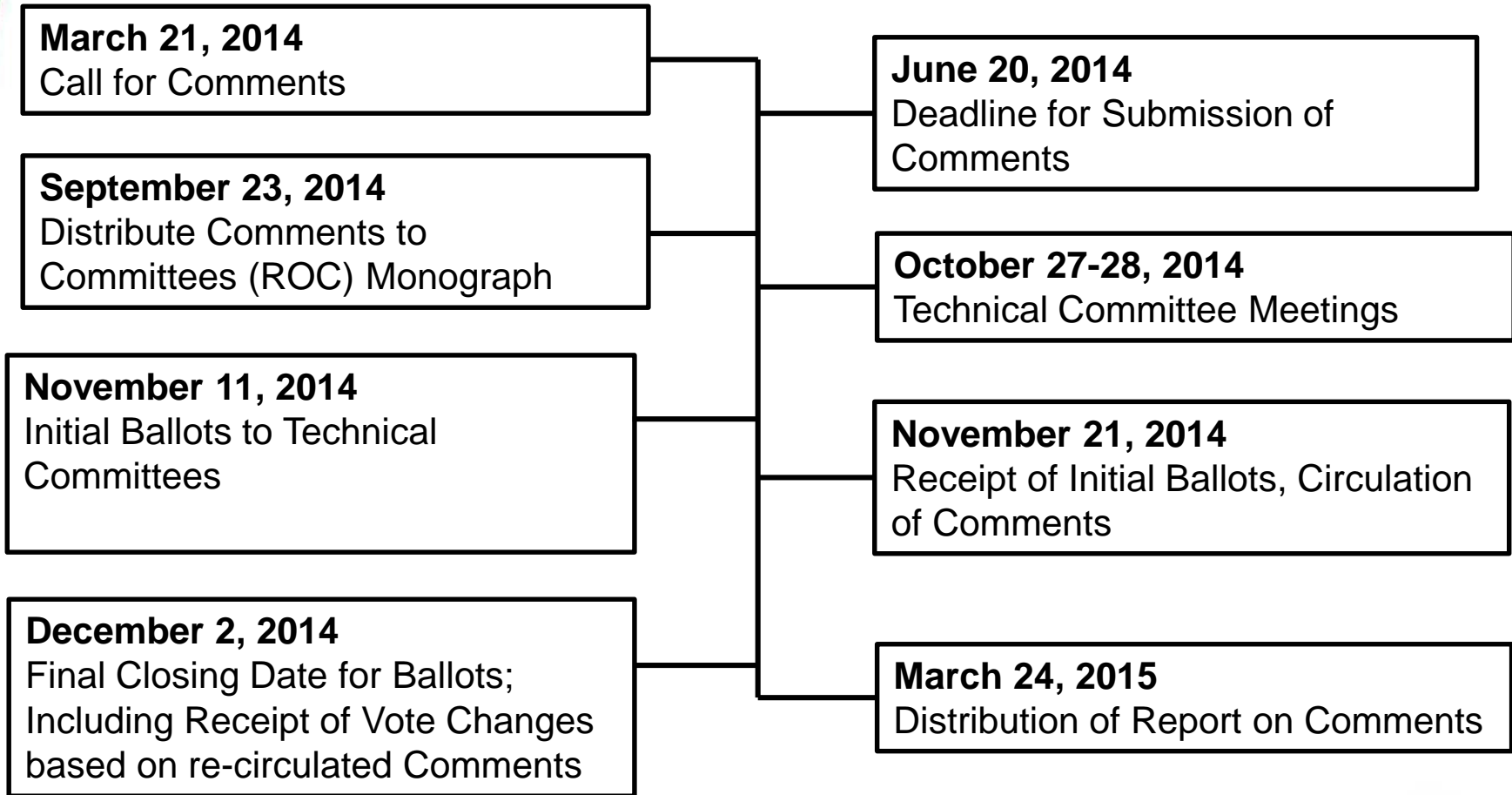
Code Development Timeline

Call for Proposals



Code Development Timeline

Call for Comments



Code Development Timeline

Membership Amendments and Appeals



June 16, 2015

Ballot Technical Committee on any Membership Amendments, two-thirds required from the Technical Committee

June 24, 2015

Receipt of Initial Ballots, re-circulate comments to Technical Committee

July 3, 2015

Final Closing Date on Ballots

July 6, 2015

Deadline for notification of intent to File Written Petition to the Executive Committee

July 27, 2015

Executive Committee Meeting for Appeal Hearings