

Procedure for Approving Standards

Adopted: April 30, 2005.

I. A formal committee or informal group may present a motion to VASARCO for a formal review of a proposed new or amended standard.

1. Acceptance of this motion requires a majority vote of the Council.

II. The Secretary will post the proposed new or amended standard in its entirety on the VASARCO website (www.vasarco.org).

1. The Secretary will notify the designated VASARCO representative(s) for such postings.

III. A thirty day period of review and comment then commences.

1. Comments shall be submitted in automated fashion using tools on the VASARCO website or in letter form to the Secretary prior to the end of the thirty day period.
2. Comments submitted to the Secretary will in turn be posted on the website by the Secretary or by his/her designee.

IV. At the conclusion of the thirty day review and comment period the request for comment will be closed and the formal committee or informal group will begin evaluating the comments received.

1. Comments may be made by VASARCO members as well as non-VASARCO members including the general public.
2. The review of comments will last 30 days.

V. Upon completion of the comment review period the formal committee or informal group will request, and the Secretary shall post, the now "final draft" of the proposed standard, which shall include annotation of all comments along with the committee's or group's acceptance or rejection.

1. Rejections shall include an explanation why the comment was rejected.

VI. Thirty days following the posting of the "final draft", including comments and the committee's or group's acceptance or rejections of each comment, on the VASARCO website it will become eligible for ratification as a formal standard.

VII. Formal ratification of the "final draft" will be voted upon following presentation at a subsequent scheduled quarterly VASARCO meeting.

1. If the "final draft" fails to receive approval by the Council it may be
 1. sent back to the secretary to be posted on the website for a second round of comment (reference item II above), or
 2. withdrawn for consideration by the formal committee or informal group.

Last Updated Sunday, October 29 2006