

New Member Orientation Training Session



Today's Goals

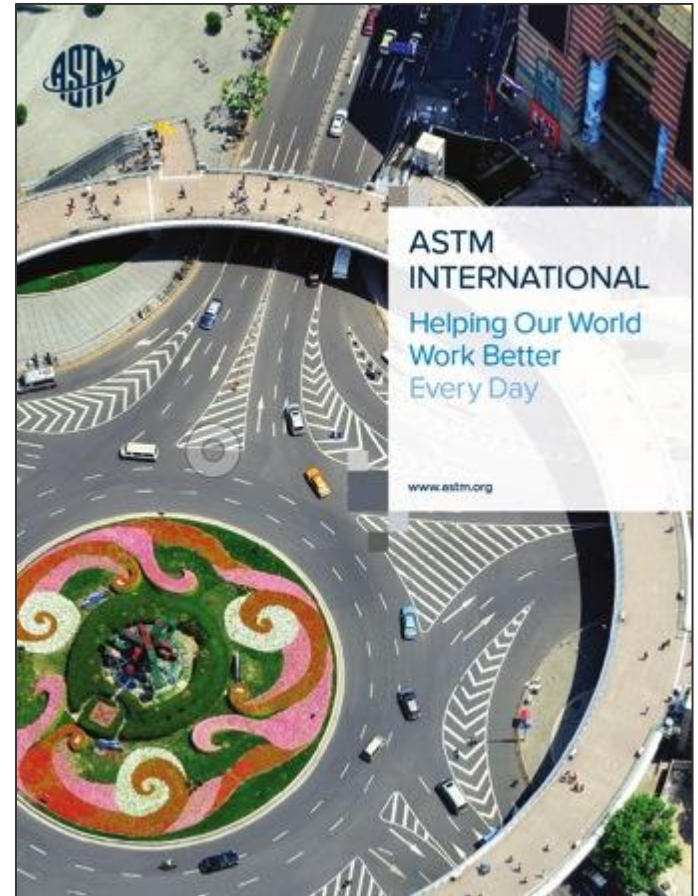


1
Introduction to ASTM International

2
Being an ASTM Member

3
Participating through
the ASTM website

4
Questions



Helping Our World Work Better



12,900 ASTM standards operate globally

Applied to just about everything from steel to sustainability

They improve the lives of millions every day

Over a Century of Openness



How We Work

- Worldwide acceptance and trust comes from the principle of openness
- Experts, individuals, organizations, academia, governments, trade associations, consultants and consumers come together
- Over 30,000 members from 148 countries
- Exchanging expertise and knowledge
- Participating in a transparent process – open to anyone, anywhere
- Timely and relevant. Fully representative of sectors. An aid to innovation, not a hurdle to overcome



Introduction to ASTM International



- Opportunity for all stakeholders to participate in the standards development process
- Every member has equal say
- Consensus-based procedures
- Stakeholders on ASTM Committees:
 - Product Manufacturers
 - Regulatory Agencies
 - End Users
 - Professional Societies
 - Academia

Universal Equality of Opportunity



Operating Globally

- ASTM is one of the world's largest Standards Developing Organizations, with global reach and influence
- Embracing all the principles of the World Trade Organization's Agreement on Technical Barriers to Trade
- Working across political, cultural and geographic borders
- Recognizing expertise, not country of origin
- Trusted for market relevance and technical quality
- The choice for many global industries
 - 50% outside USA
- Our global outreach activities increase understanding
- Our Memorandum of Understanding Program provides tangible encouragement to developing economies

120

memorandums
of understanding

150

Countries cite ASTM
standards in their
regulation.

Introduction to ASTM International



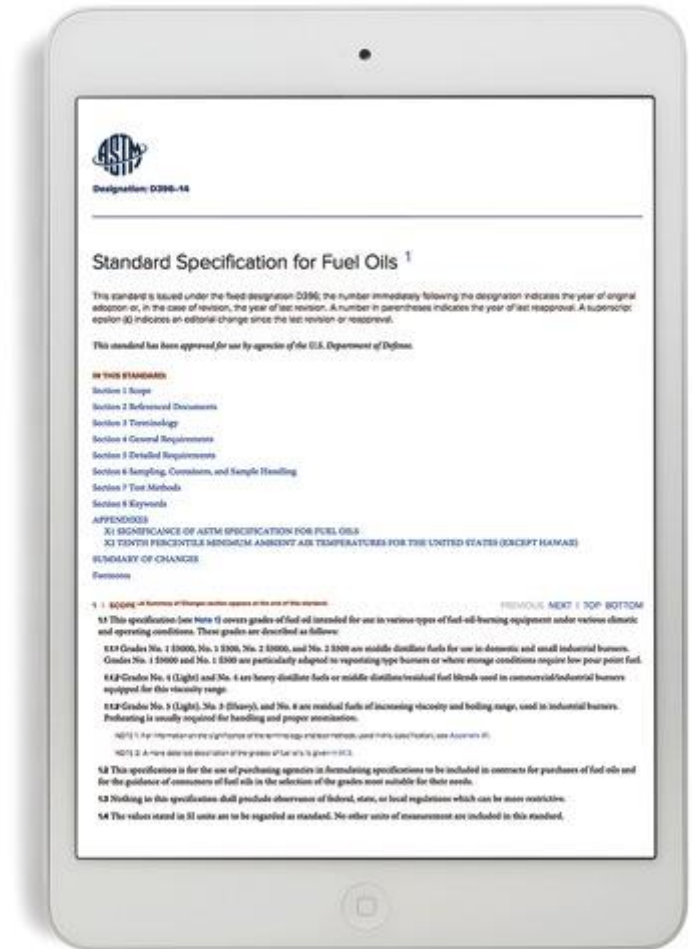
Examples of ASTM Committees

- A01 on Steel, Stainless Steel and Related Alloys
- C16 on Thermal Insulation
- E50 on Environmental Assessment
- D01 on Paint
- D02 on Petroleum Products and Lubricants
- D20 on Plastics
- E60 on Sustainability
- F04 on Medical and Surgical Materials and Devices
- F24 on Amusement Rides and Devices
- F47 on Commercial Spaceflight
- G01 on Corrosion of Metals



The Role of Standards

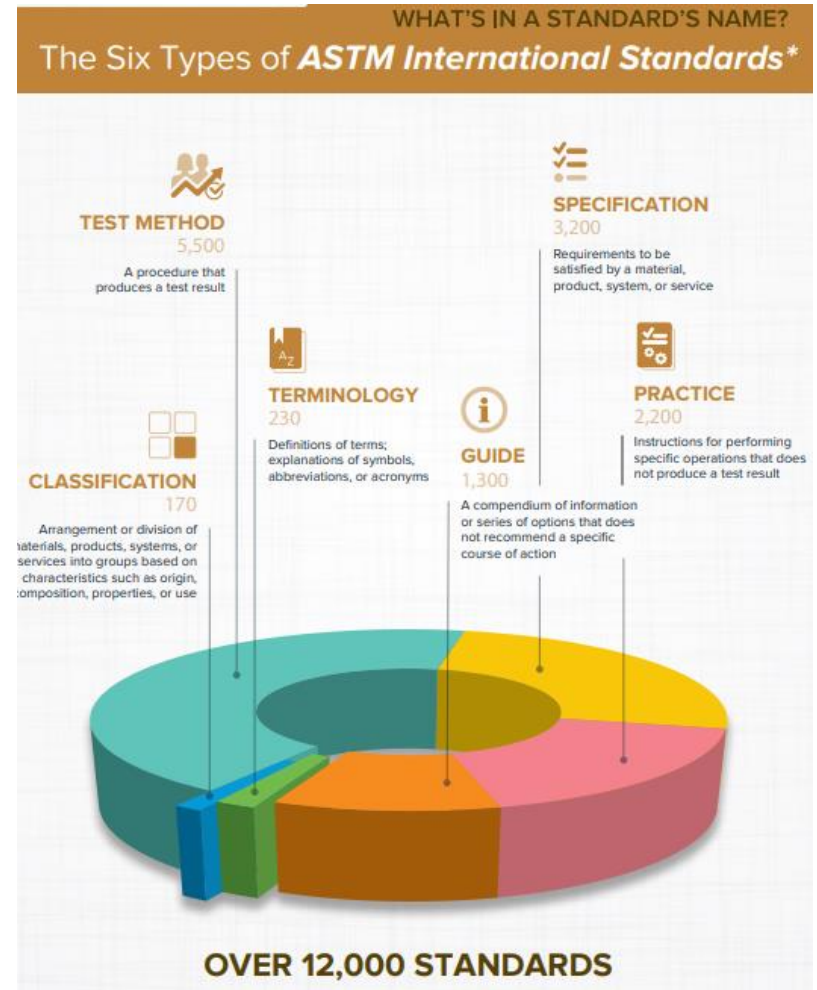
- We rely on our members' expertise and commitment – their good science, good engineering and good judgment
- Recognizing expertise not geography – over 150 countries are represented by our members
- Our voluntary consensus process gives everyone an opportunity to participate – ensuring standards are effective and relevant across diverse markets
- Our standards help everyone: consumers, businesses, manufacturers, innovators and governments
- Embracing all the principles of the World Trade Organization's Agreement on Technical Barriers to Trade
- Incorporated into contracts, regulations, codes, and laws, they support established and emerging economies and free and fair global trade



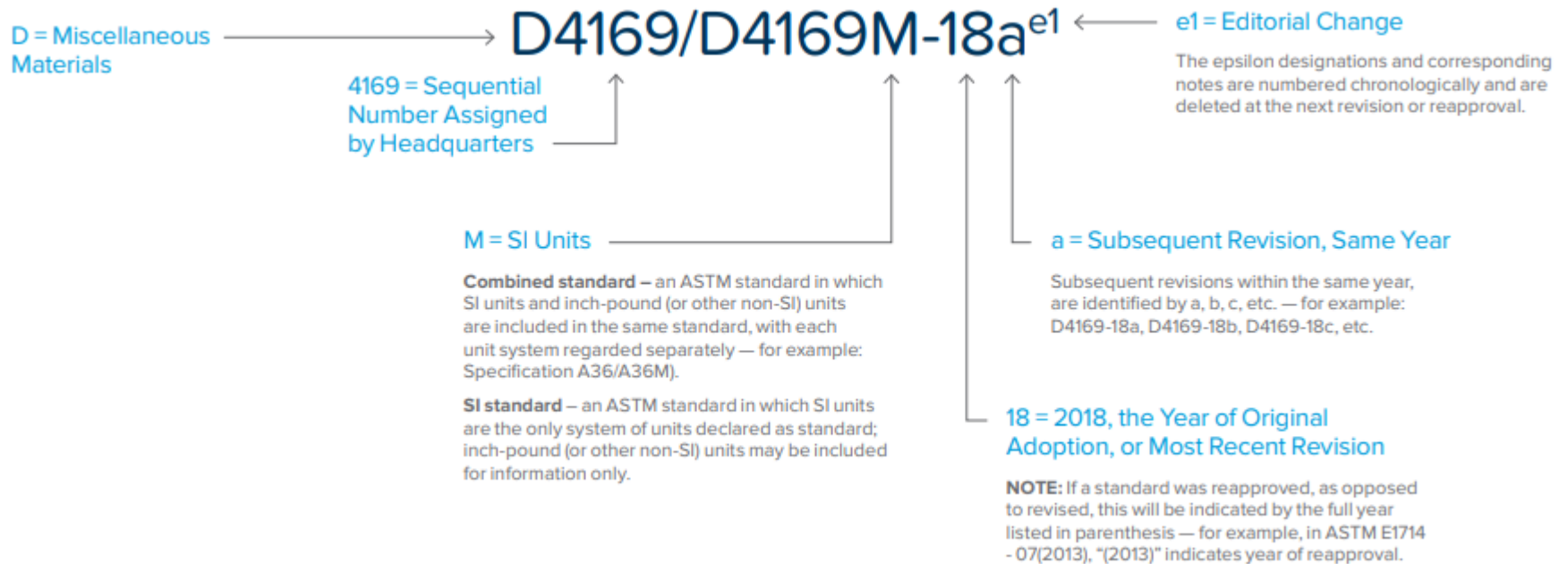
Types of ASTM Standards



- TEST METHOD
- CLASSIFICATION
- TERMINOLOGY
- GUIDE
- SPECIFICATION
- PRACTICE



Identifying an ASTM Standard



Technical Committee Operations



- ASTM staff manager for each committee
 - Regulations Governing ASTM Technical Committees
- ASTM editor for each committee
 - Form & Style Guide



Technical Committee Organization



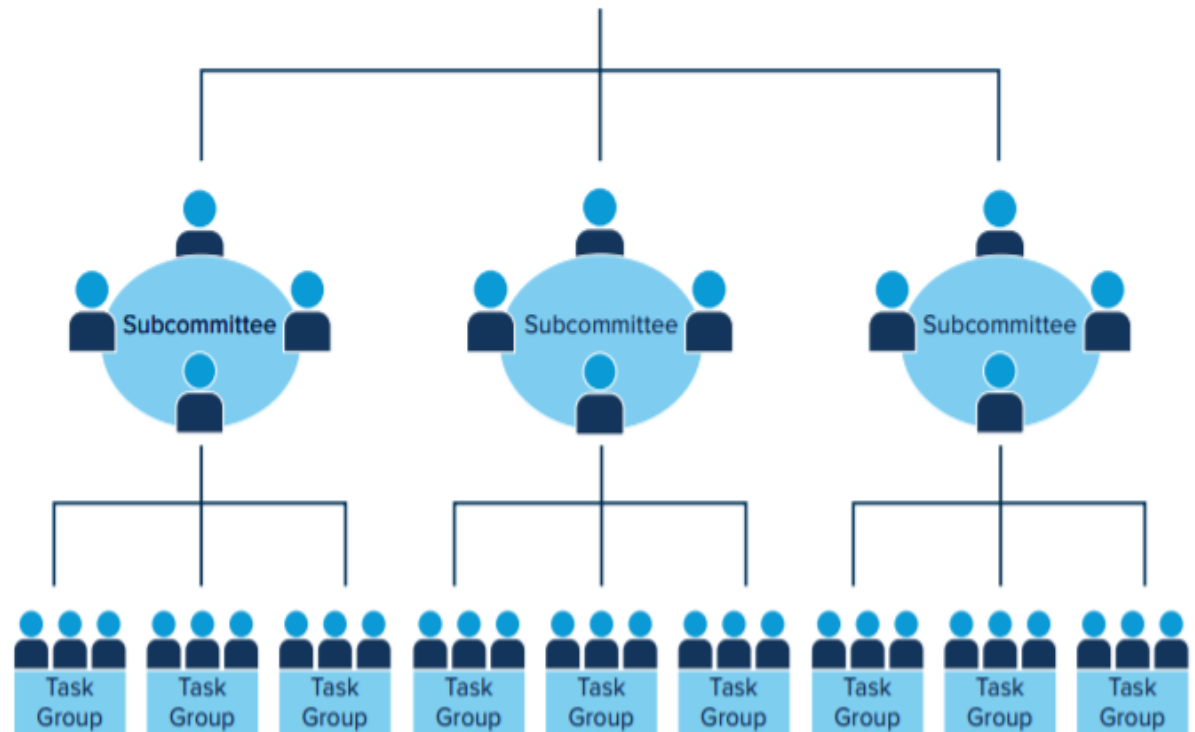
Main Committee:

Each main committee is a semi-autonomous group approved by the ASTM Board of Directors and is responsible for developing standards in a given subject area.



Subcommittees:

Are formed as needed to address specific subjects or areas within the scope of the main committee. These areas include technical as well as administrative and strategic planning functions.



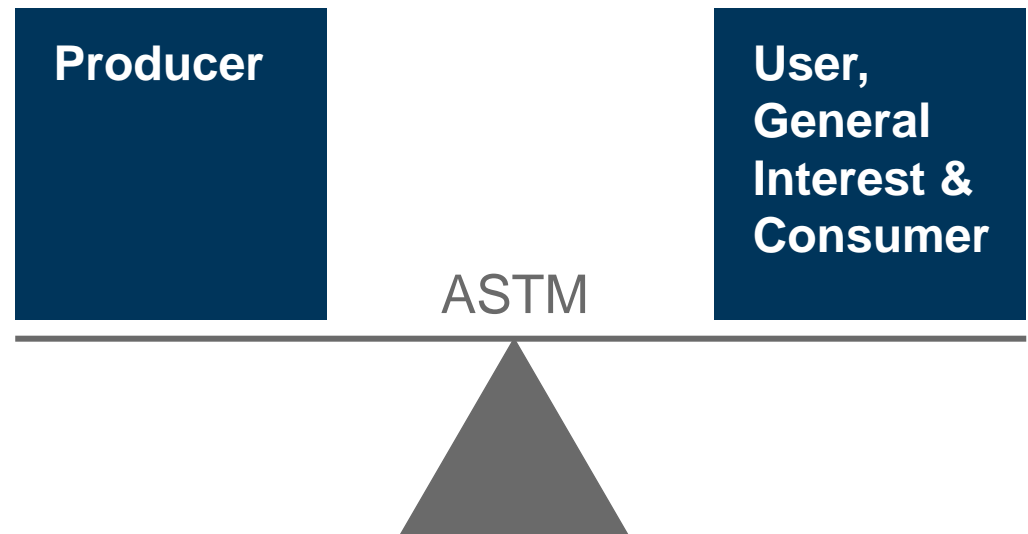
Task Groups:

Task groups are small working groups responsible for a specific assignment (development of a draft standard or implementation of an interlaboratory study) within a given time period. Task group members need not be members of ASTM.

Voting Interests



- Technical committees are “classified” and “balanced”
- “Balance” in ASTM means that committees have more User, General Interest, and Consumer members than Producer members
- Only one official vote is assigned per company
- Every member receives ballots and should vote



Balloting



- Documents are drafted and revised in the task group
- New standards are required to be balloted at the subcommittee level at least once
- After subcommittee approval, the main committee & entire Society

**Committee
on Standards**

**Society
and Main
Committee**

**Sub-
committee**

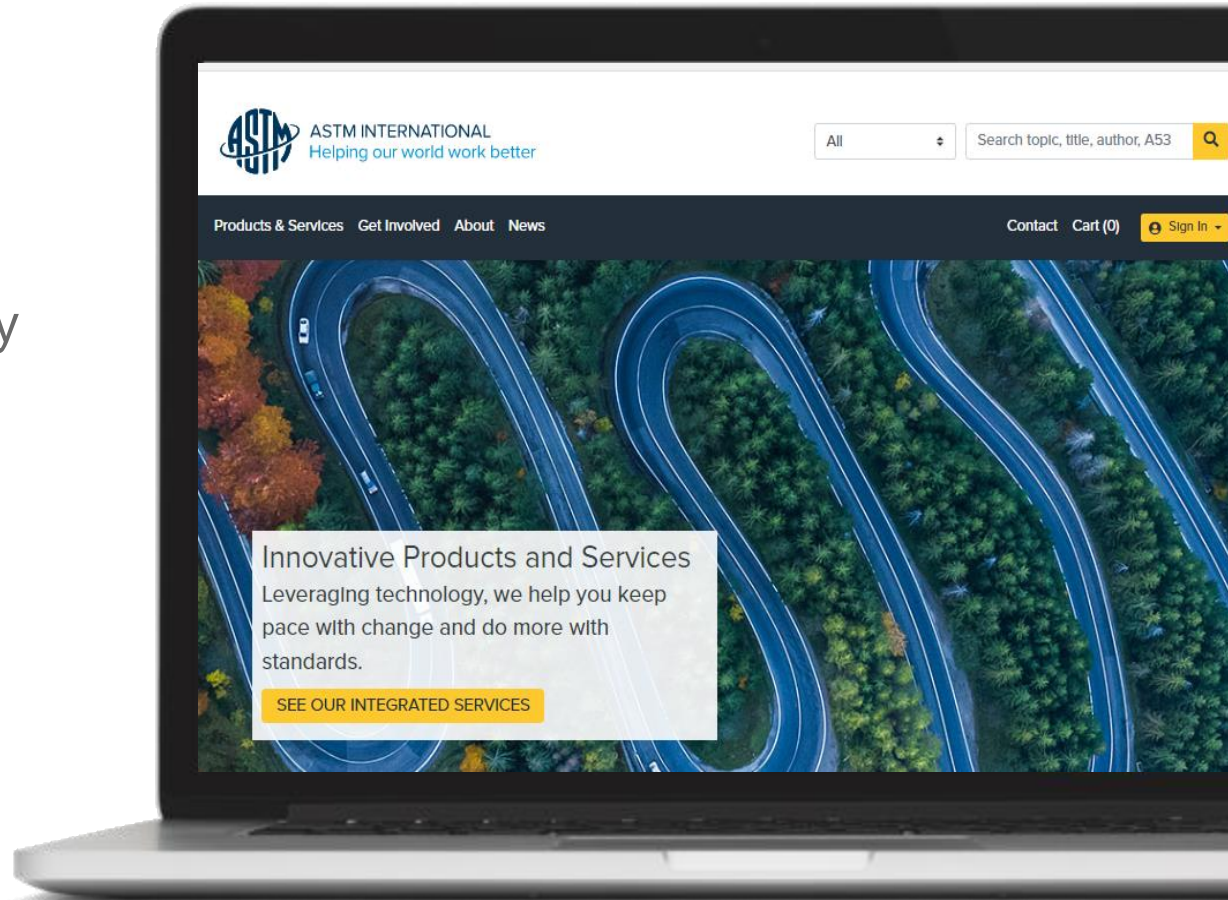
**Task
Group**

Member Expectations



ASTM requires all participating members with the official vote to return ballots

- Review standards activity in the committee
- ASTM's website facilitates this; www.astm.org

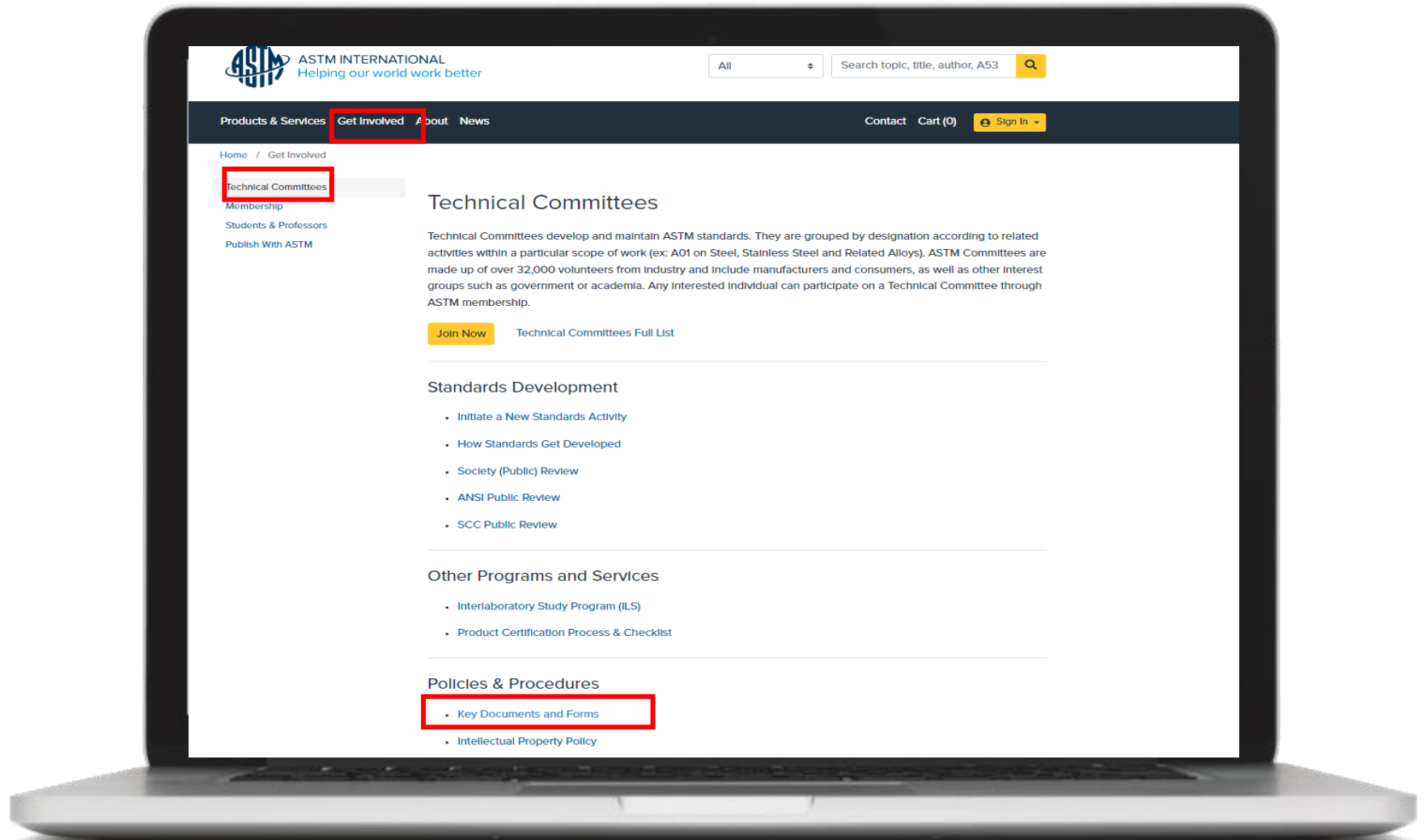




1.1.2.1 *Responsibilities of membership*

Open participation and the consensus process are core values and the principal strengths of standards development in ASTM International. To be successful, the consensus process depends on the ability of members to work together with an attitude of collaboration and collegiality. Each member is expected to participate and contribute in good faith to the standardization activities undertaken by the committee(s) to which they belong. For additional information on the responsibilities of membership, see Appendix B.

Technical Committees Webpages (public)



Logging In – Members Only Area



Sign In

Username

Password

[Forgot Password?](#)

[Contact Support](#)

[Sign In](#)

Options



All ▾

Search topic, title, author, A53

Products & Services Get Involved About News

Contact Cart

Krista ▾

- MyAccount
- Membership
- MyCommittees
- Orders
- Compass
- Tracker
- eLearning
- SpecBuilder
- Sign Out

MyASTM / Membership

- MyAccount
- Membership
- MyCommittees
- Manage Committees
- Change Of Employment
- Committee Profile
- Invite a Colleague
- Membership Info
- Recent Activity

Membership

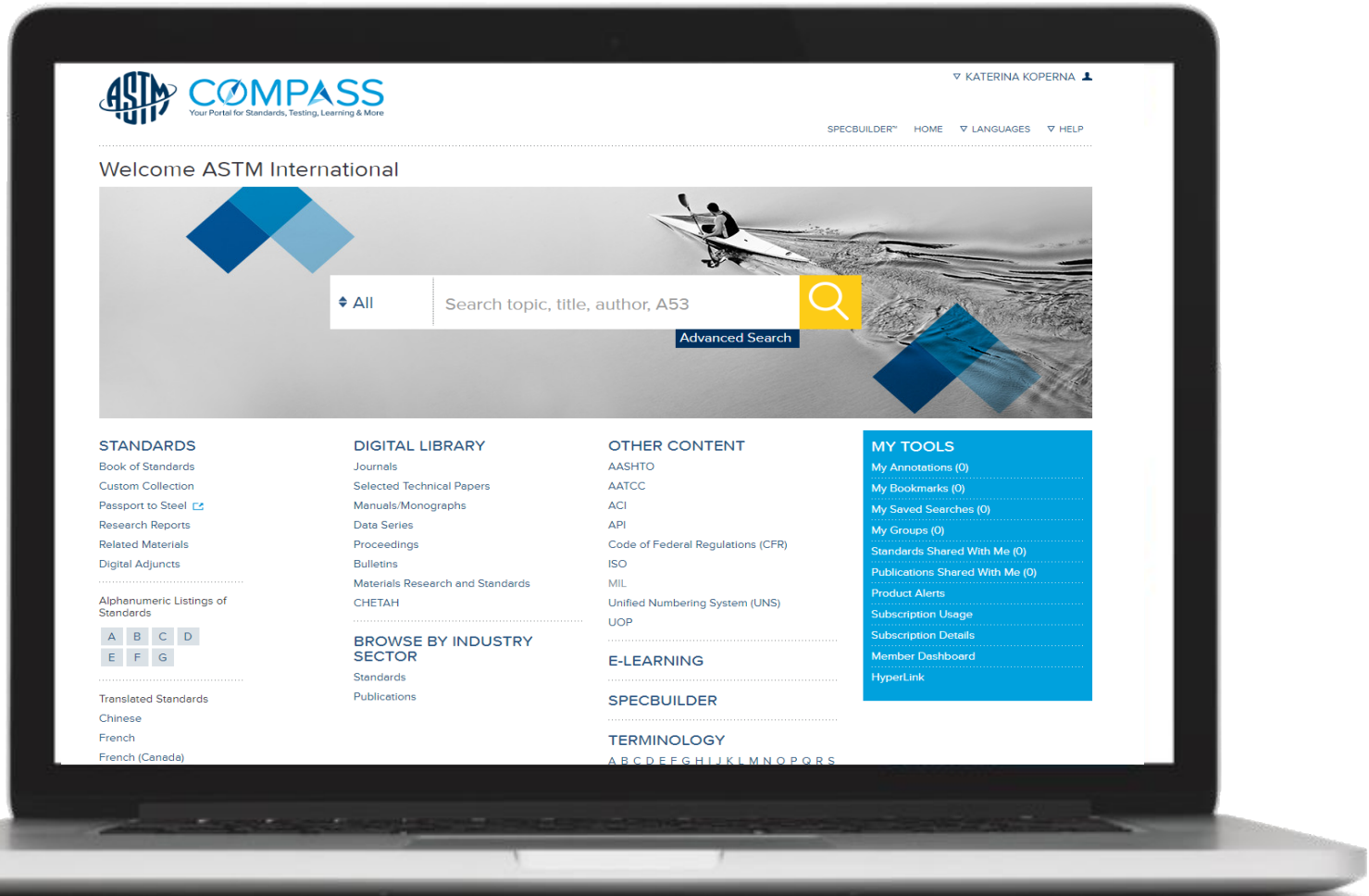
Welcome Krista Robbins

Please Select:

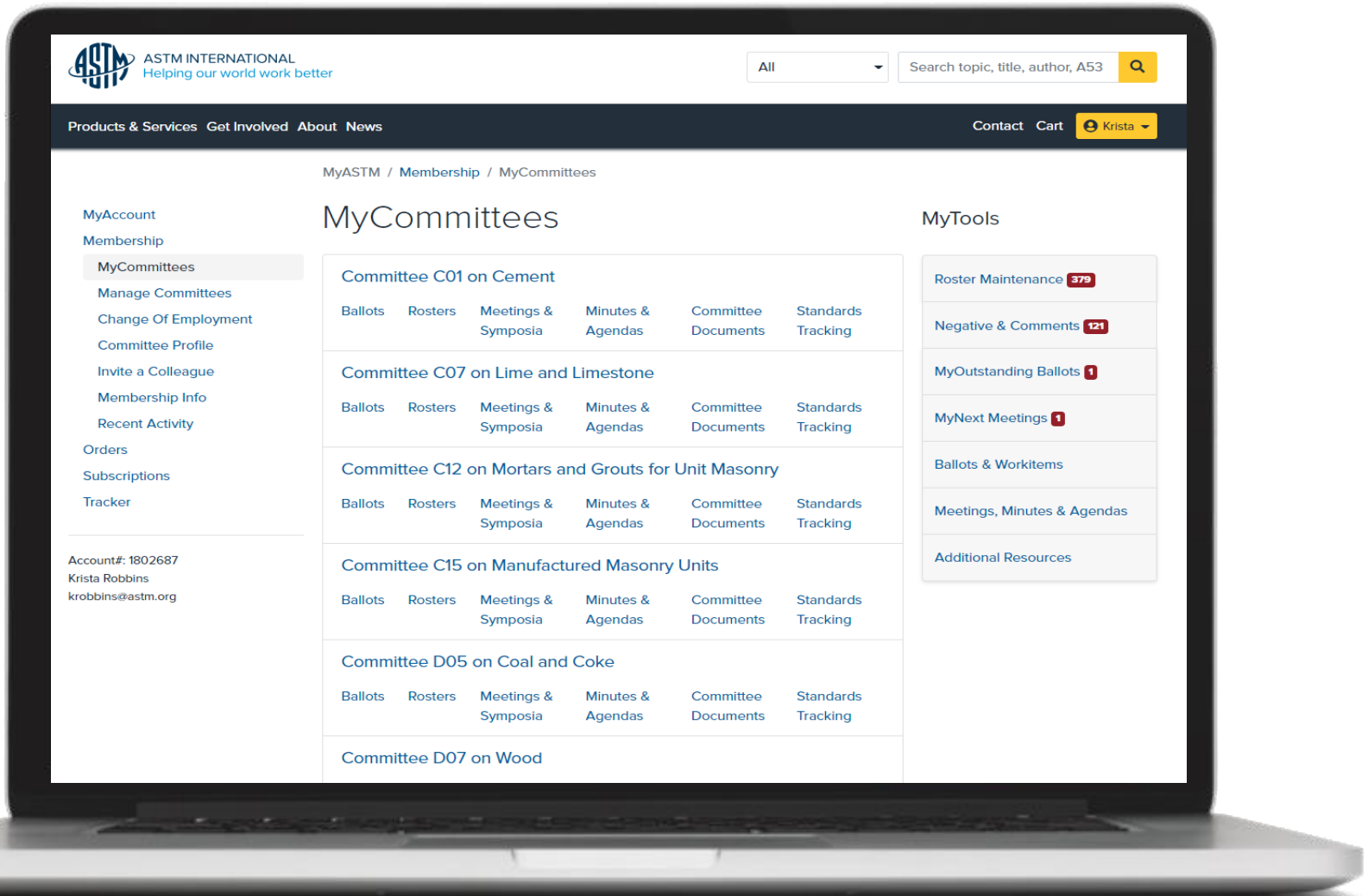
- MyCommittees
- MyCollaboration Areas
- Compass
- MyStandards Tracker
- MyJournals Tracker

- Orders
- Compass
- Tracker

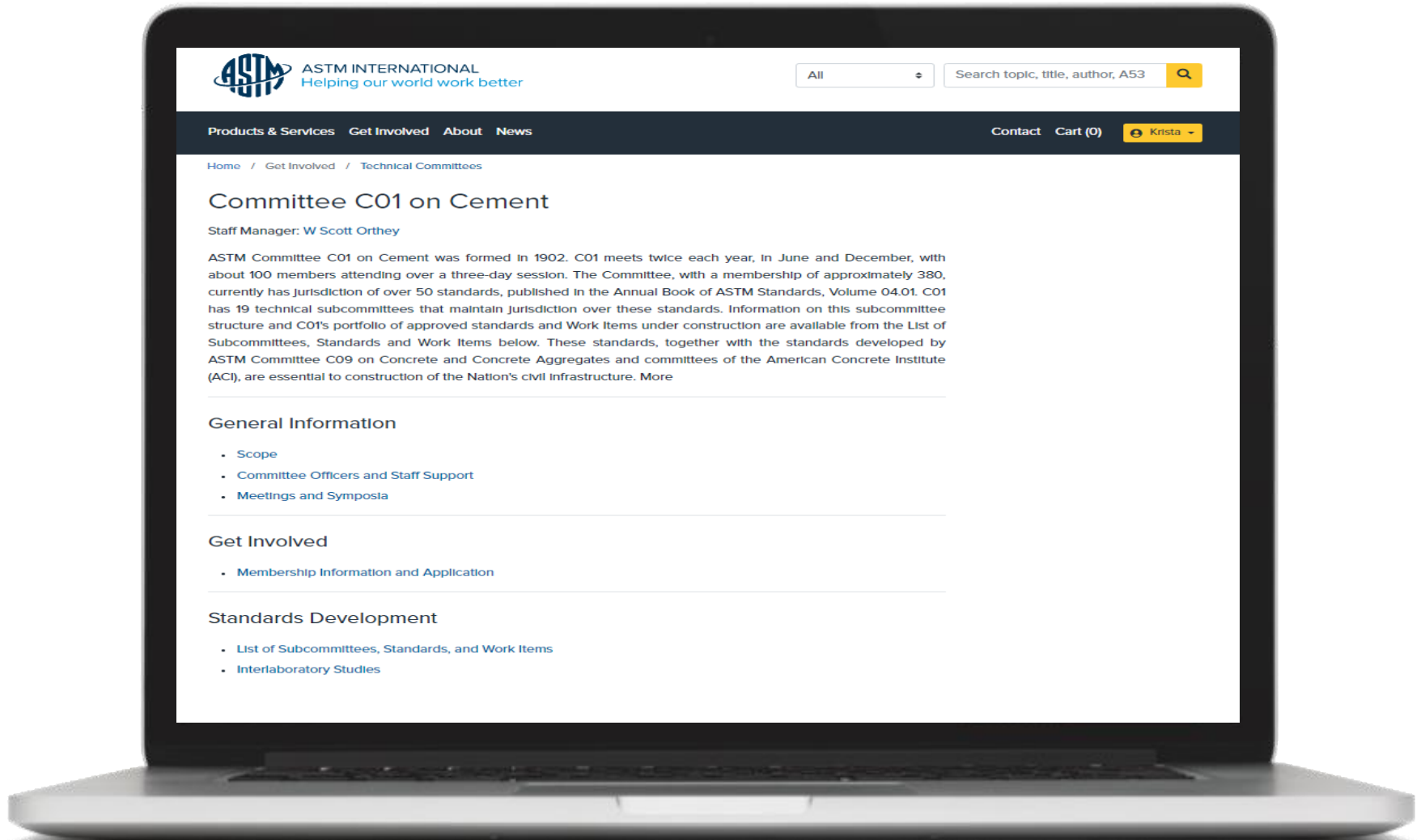
Options



MyCommittees Area



Technical Committees Webpages (public)



Ballots

Individual Documents: Click on the item description on the ballot below.

All Documents: To download all supporting documents (ZIP file), click **ALL DOCUMENTS** (Need help with a ZIP file? [Click here.](#))

About Voting: [Expand](#)

Note: Any negative vote shall be given consideration by the Subcommittee in accordance with ASTM Regulations. It is expected that negative votes will be considered in conjunction with the next meeting of the Committee, unless handled by ballot or if a Special subcommittee meeting is called. Negative voters may wish to confirm the exact date and time for discussion with the Staff Manager or on the posted meeting schedule on the ASTM website. For a list of all ASTM Committee meetings, click [meetings](#).

From: comserv@astm.org [mailto:comserv@astm.org]

Item

TO: Members of Committee E07
FROM: Thomas Maeder, Technical Contact
SUBJECT: Reapproval

The following standard under the jurisdiction of subcommittee E07.01 is submitted for reapproval with no change:

ASTM E94/E94M-17 Standard Guide for Radiographic Examination Using Industrial Radiographic Film

Successful completion of this action will ensure the standards continued publication.

Please refer to Volume 3.03 of the *Annual Book of ASTM Standards* for a complete copy of this standard.

If you would like a pdf copy of this standard, please send an email to llimone@astm.org

Thank you

CLEAR

in all items, except as marked below

2017 Guide for Radiographic Examination Using Industrial Radiographic Film (60K)

Maeder

Abstain

Abstain with Comment

DESELECT

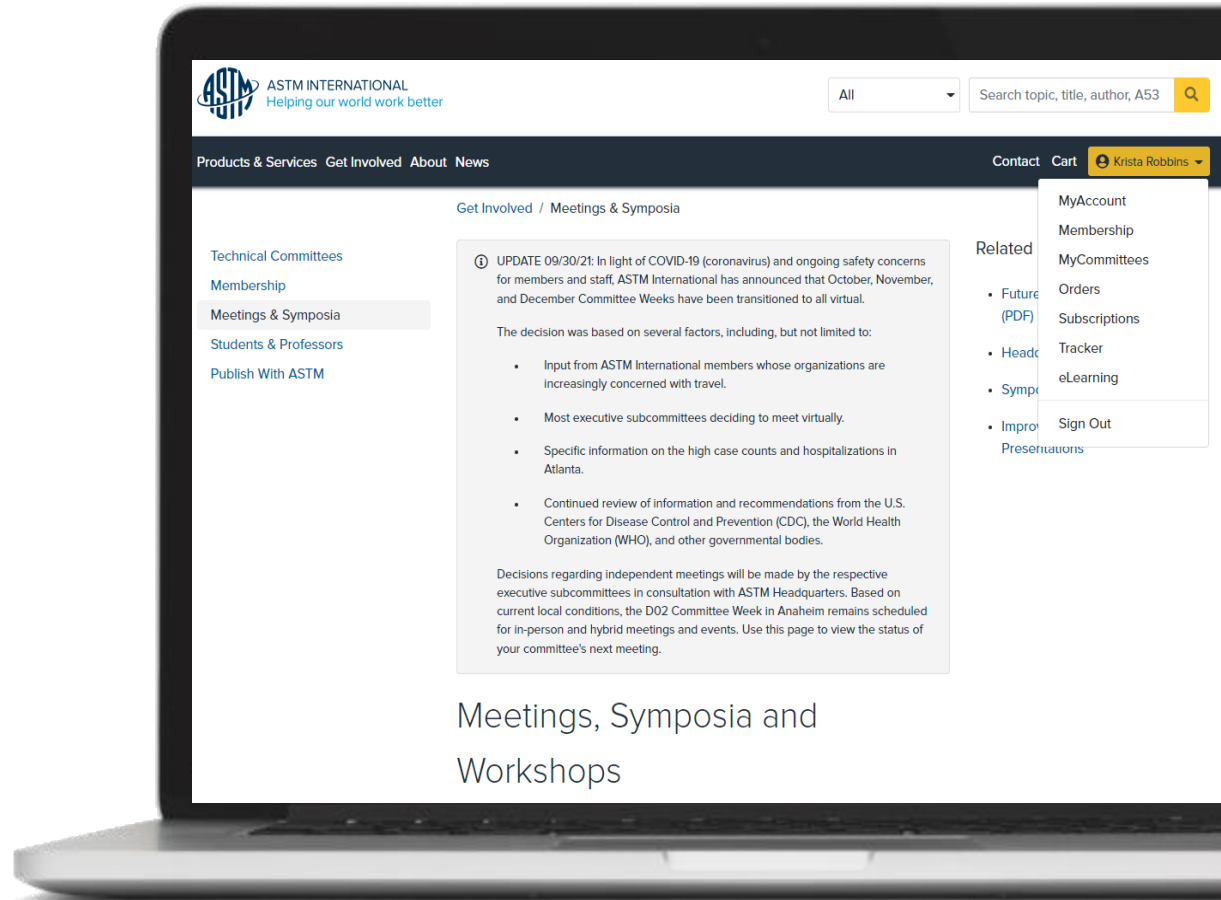
Key Points for Participation



– Join Subcommittees & Task Groups that interest you and your organization

– Return Ballots, this is your voice in the process

– Meeting Information posted on the ASTM website



Standards Development Resources



Regulations Governing ASTM Technical Committees

- Recommended reading: Entire item; critical: sections 4 - 12
- https://www.astm.org/media/pdf/regs_Regulations.pdf

Form and Style for ASTM Standards

- Recommended reading: Introduction (1 page), Information on the type of standard you may be writing or critiquing (+/- 10 pages)
- https://www.astm.org/media/pdf/bluebook_FormStyle.pdf

ASTM Technical Committee Officer Handbook

- Recommended Reading: Peruse cover-to-cover
- A one-stop shop for an overview on what you need to know (not just for officers!)
- https://www.astm.org/media/pdf/Handbook_5-11-20.pdf

New Member Onboarding Checklist

ASTM International staff recommends the following actions which will help with your understanding of the ASTM consensus process used to develop international standards.



Please contact comserv@astm.org for further assistance.

Member Training

www.astm.org/MEMBER_TRAINING

Offered through the virtual classroom of the ASTM website and onsite at committee weeks.

- Participate in the New Member Orientation.
- Take the virtual training on ASTM Online Tools.
- If you're attending a committee week, check the schedule for trainings offered onsite (this is always a great way to meet ASTM leadership while gaining valuable knowledge of the ASTM processes)
- There are other helpful trainings available virtually throughout the year. Feel free to take these as you get better acquainted with your committees operations.

Contact your staff manager

Each committee is assigned an ASTM staff manager to monitor operations, the process and provide help to members.

- Your staff manager information can be found by logging into your ASTM account and clicking on the committee title name or by clicking on the committee roster link.
- Introduce yourself and use the staff manager as a resource for any questions about the consensus process, upcoming meetings, or specific areas of interest.

Attend an ASTM technical committee meeting

Registration is required but membership is not a requirement to attend meetings.

- ASTM meetings are open to all interested stakeholders.
- Task group meetings are where technical discussions about the content of the standard are discussed (non-members can participate).
- Subcommittee and Main committee meetings are where voting members have the opportunity to vote on ballot actions and task group reports are given.
- Meetings are a great opportunity to network with industry colleagues and will give you a deeper understanding of the consensus process.
- Notifications about upcoming meetings will be sent to all participating members and will include registration information.

Download a copy of the ASTM Regulations

www.astm.org/Regulations.html

- The ASTM Regulations is a seventeen-page document used by staff and members to oversee the consensus process.
- The Regulations outlines all rules that govern the process.



ASTM INTERNATIONAL
Helping our world work better

Thank you

www.astm.org