



ASTM INTERNATIONAL  
Helping our world work better

## New Member Orientation Training Session

[www.astm.org](http://www.astm.org)

# Today's Goals

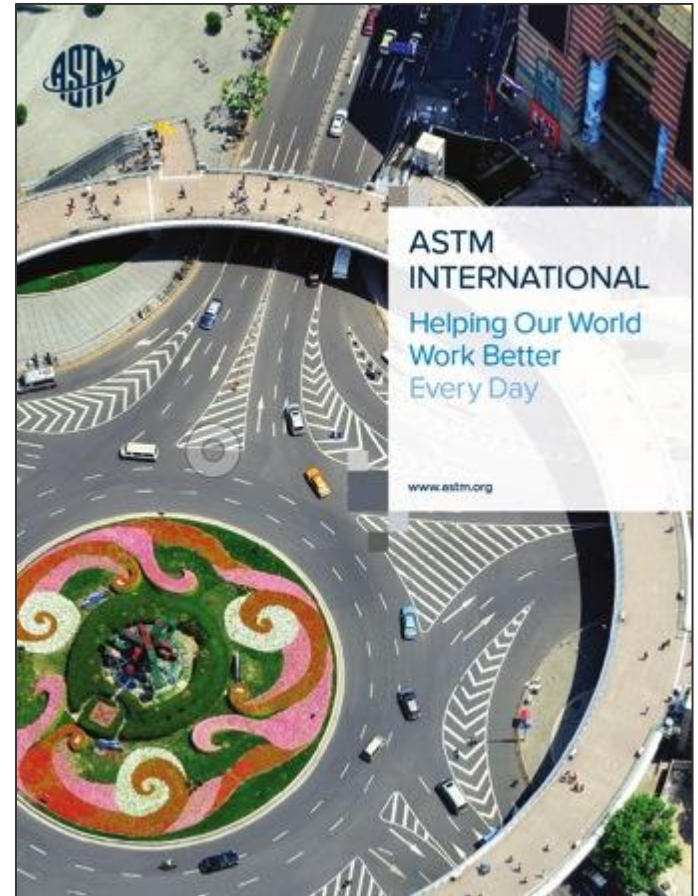


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Introduction to ASTM International

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Being an ASTM Member

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Participating through  
the ASTM website

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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 146 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



118

memorandums  
of understanding

150

Countries cite ASTM  
standards in their  
regulation.

# Introduction to ASTM International



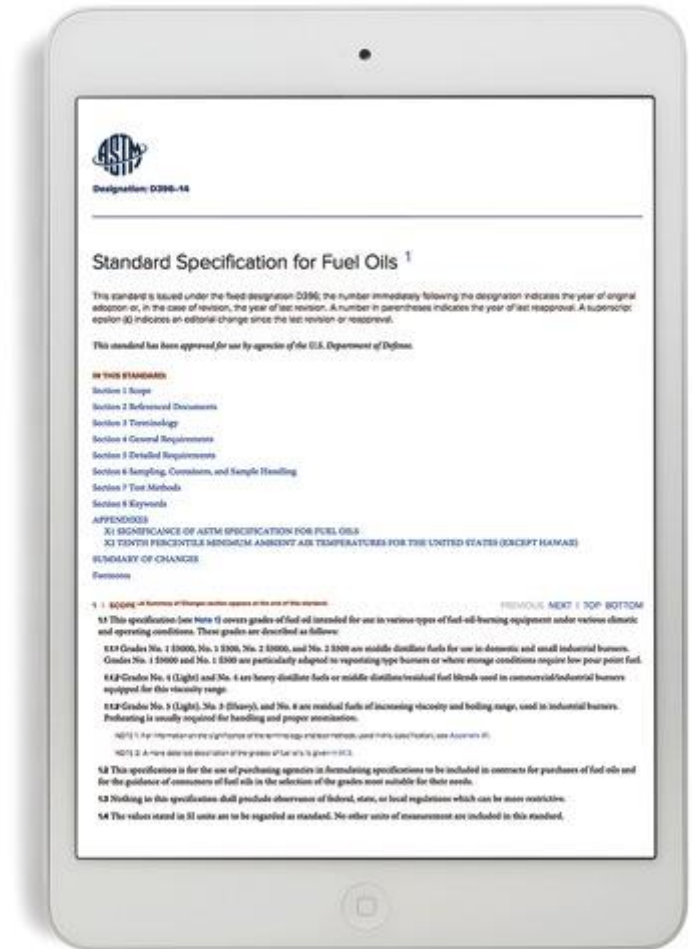
## Examples of ASTM Committees

- 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
- F37 on Light Sport Aircraft
- 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





# Technical Committee Operations



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



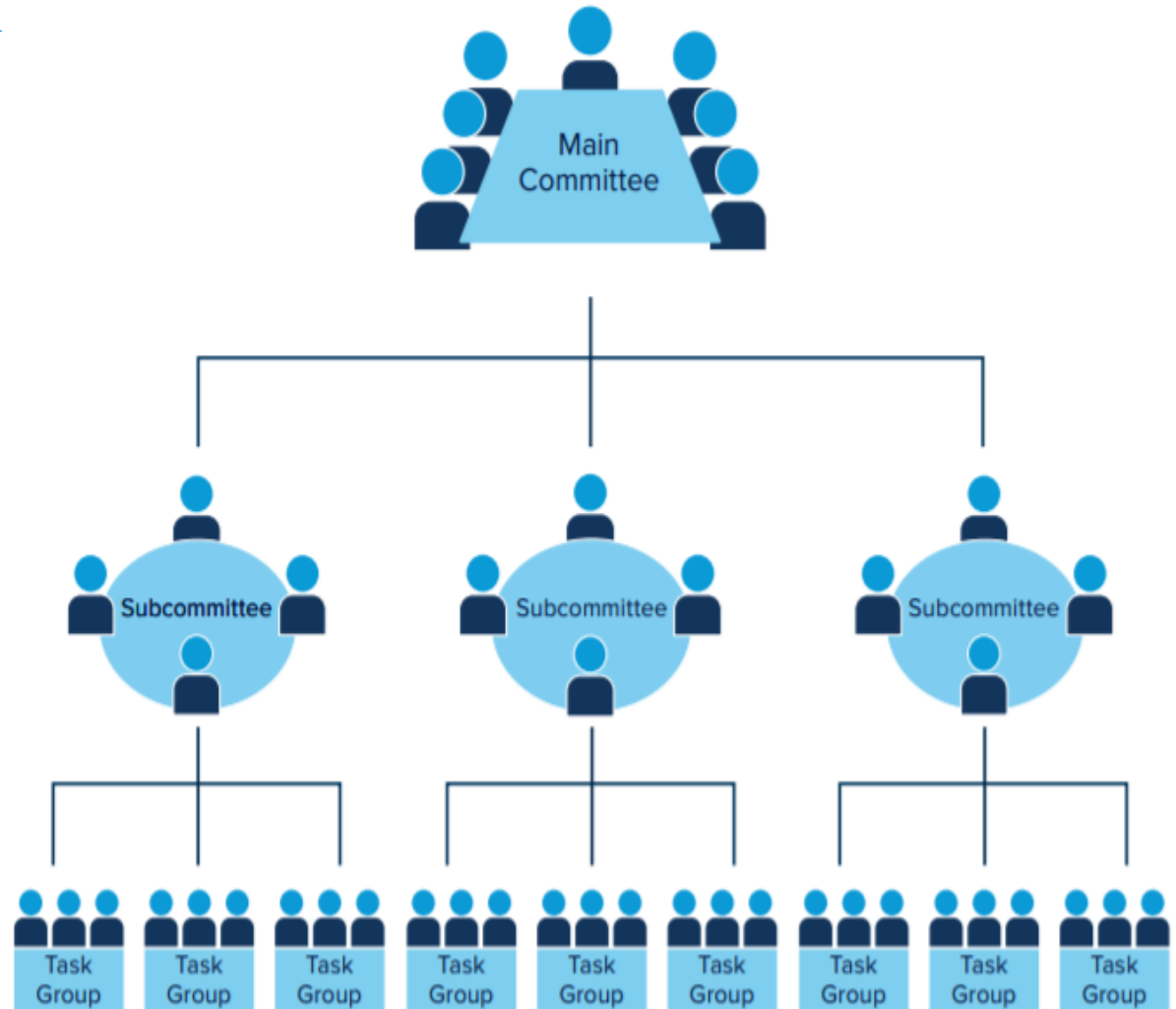
# Technical Committee Organization



**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.

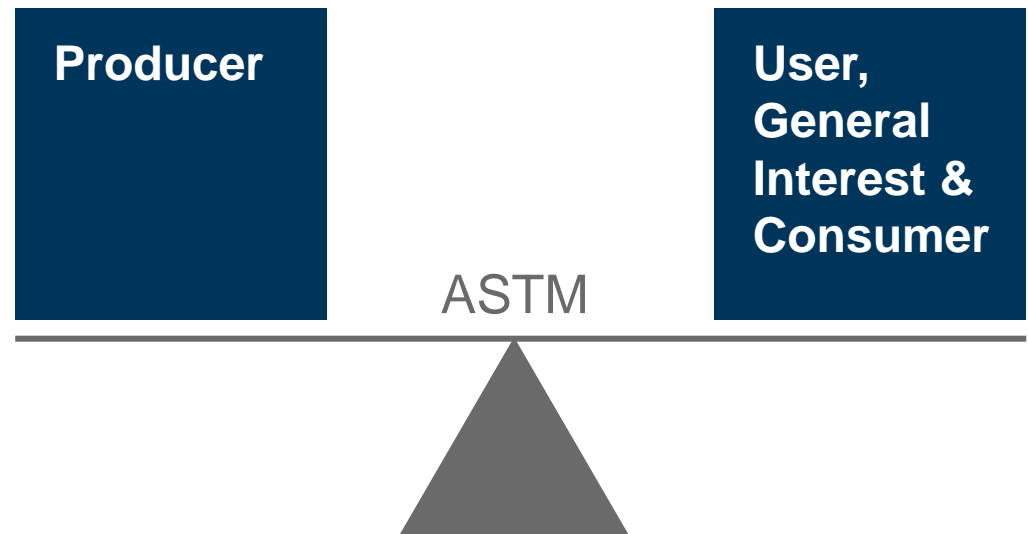
**Task Groups:**  
Task groups are small working groups responsible for a specific assignment (development of a draft standard or implementation of an interlaboratory study) within a given time period. Task group members need not be members of ASTM.



# 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**

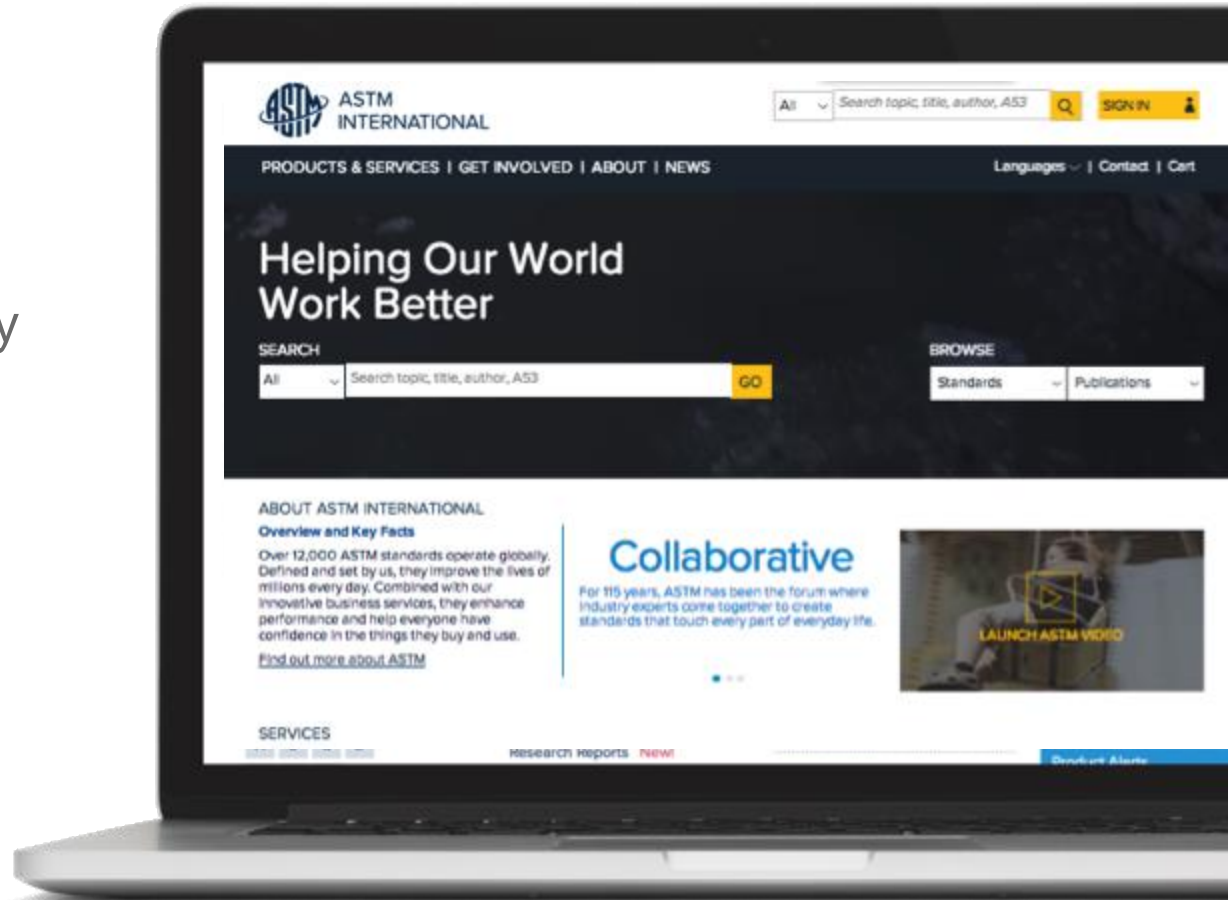
**Task  
Group**

# 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](http://www.astm.org)

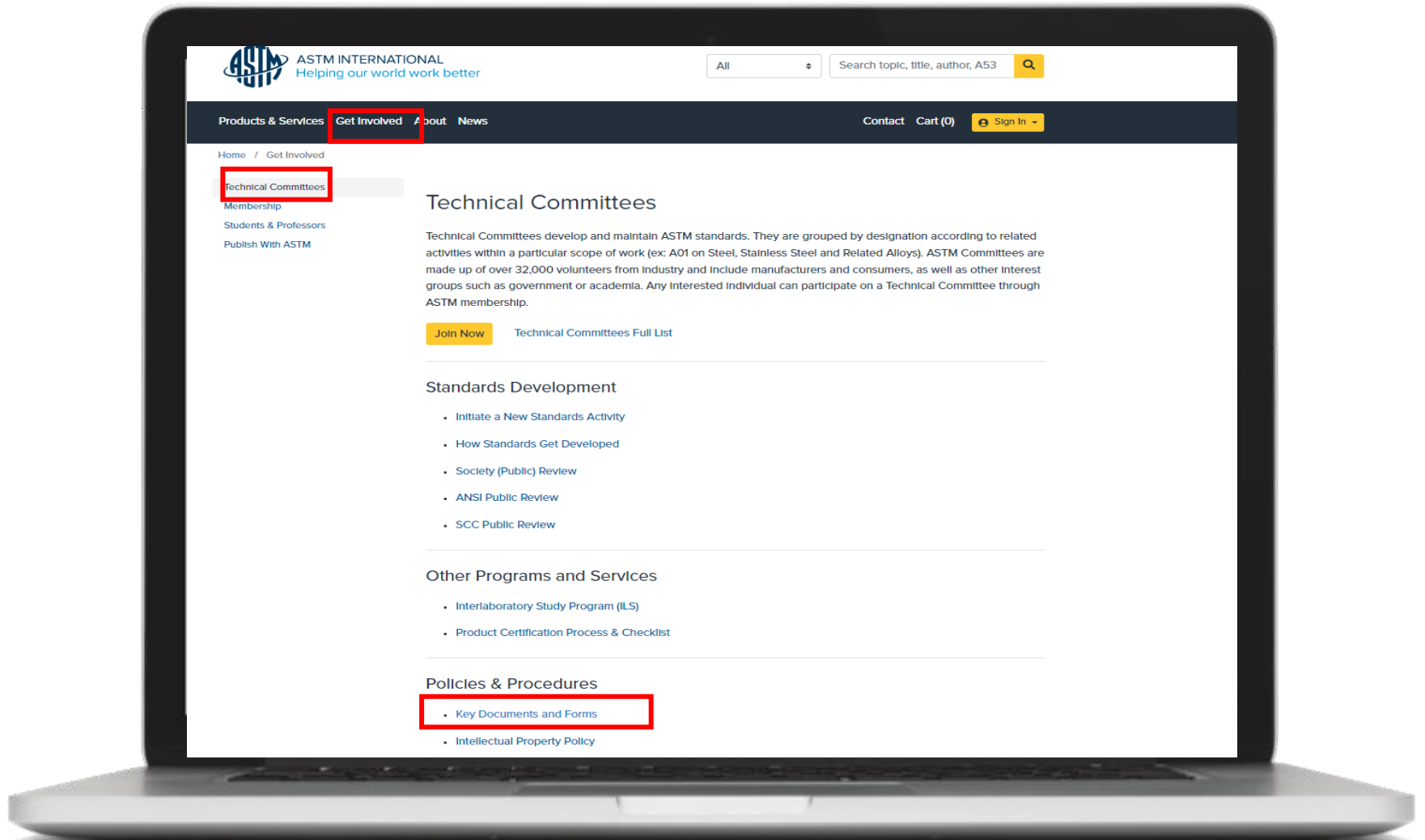




## 1.1.2.1 *Responsibilities of membership*

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

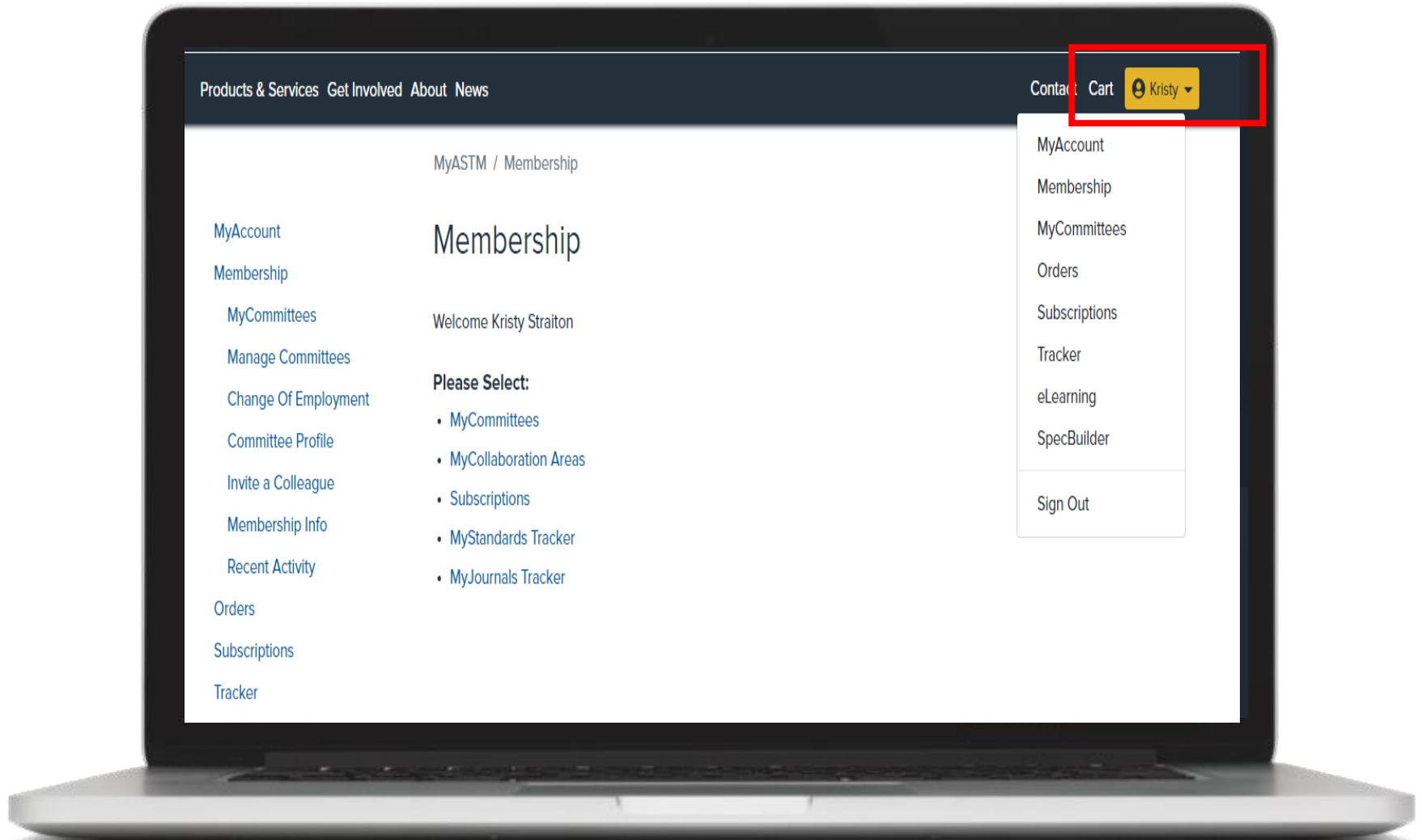
[Forgot Password?](#)

[Contact Support](#)

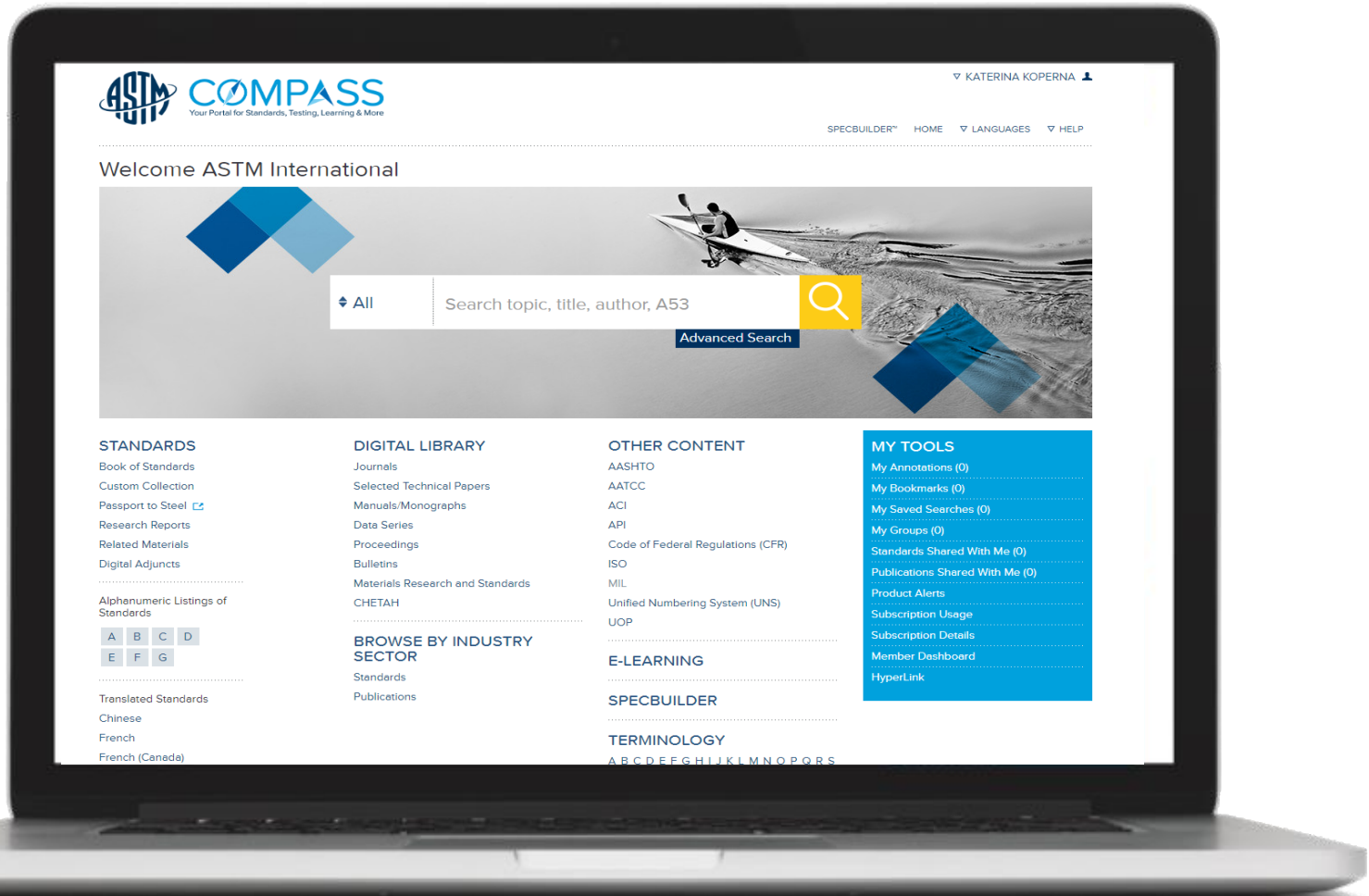
[Sign In](#)



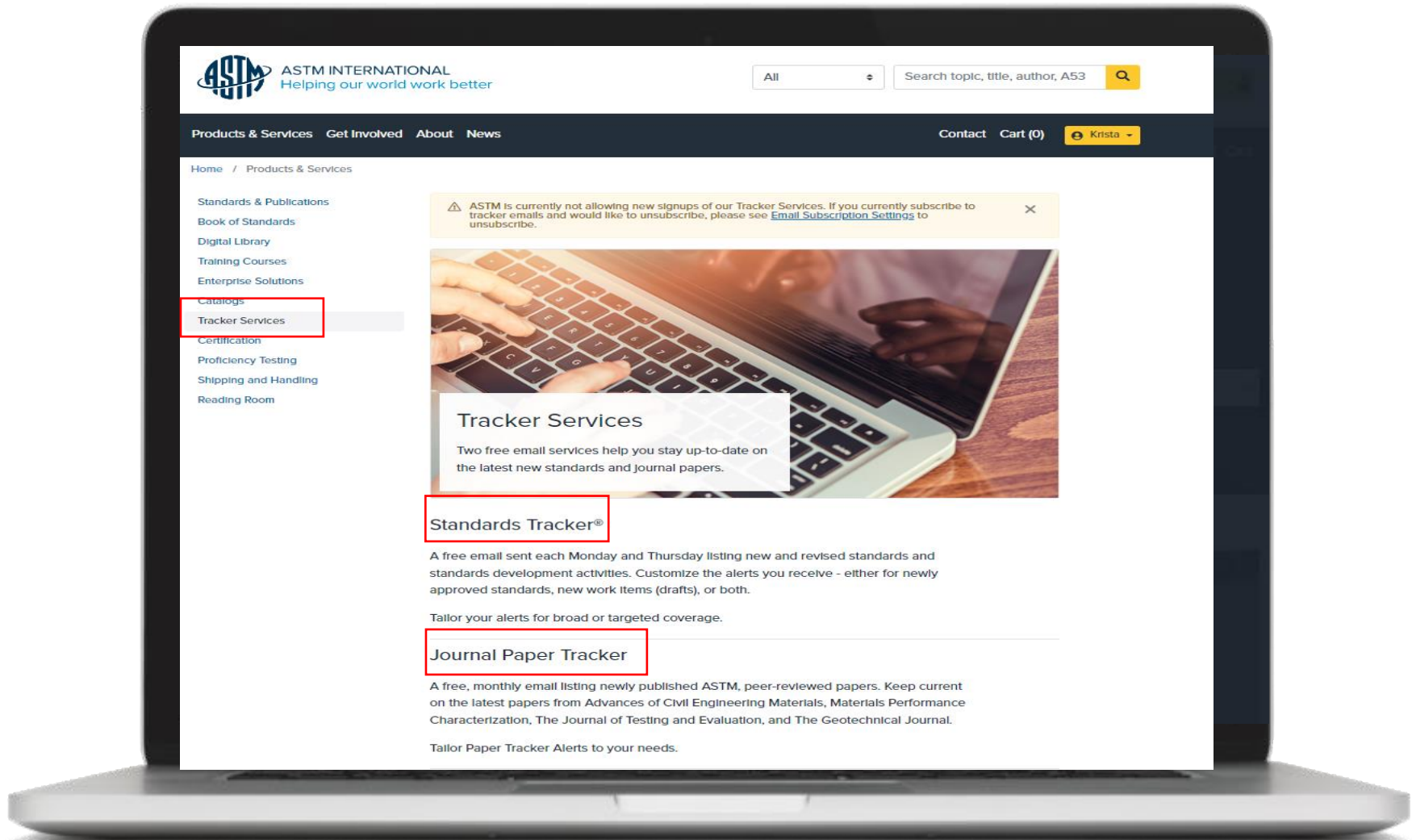
# Options



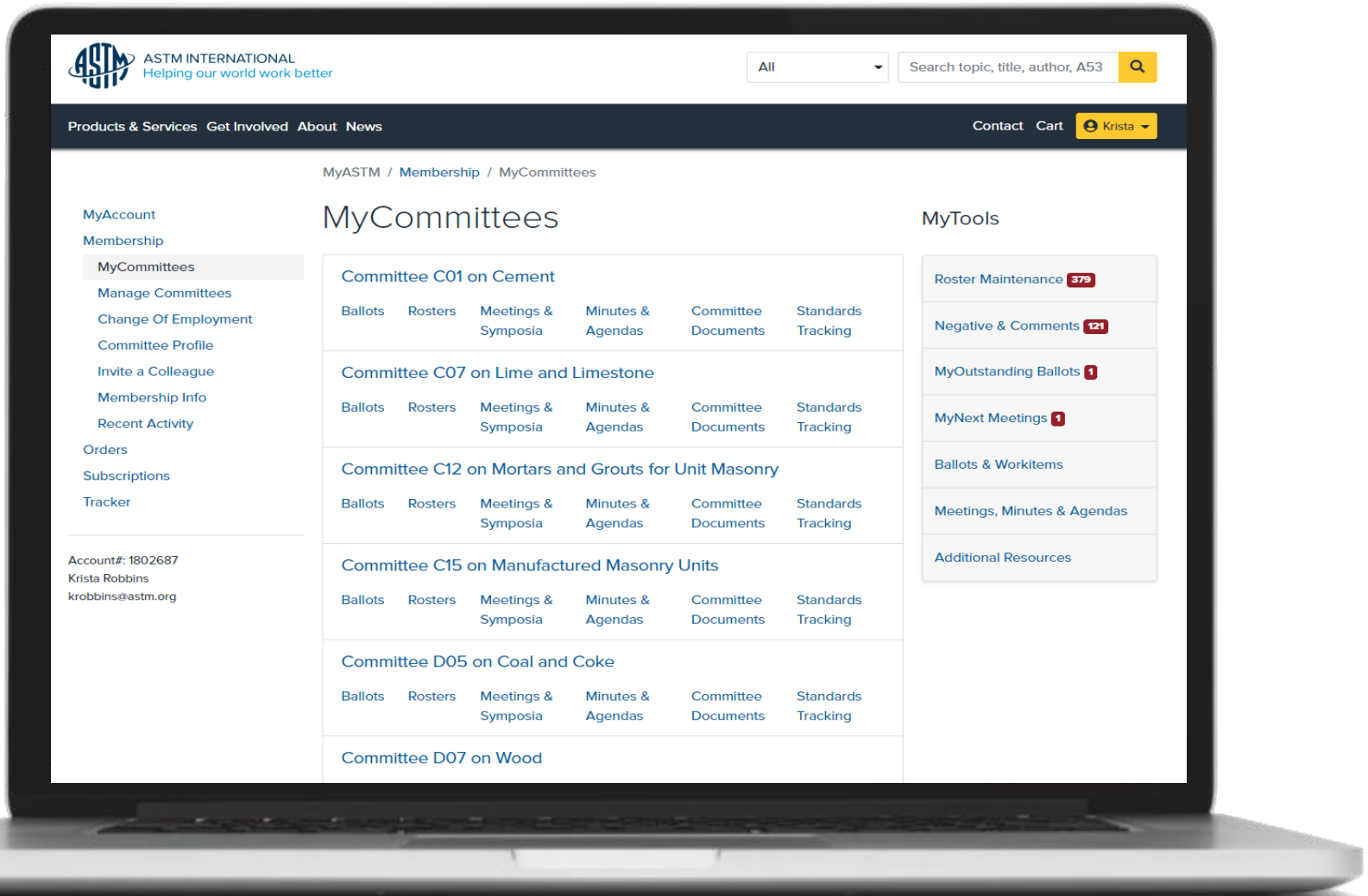
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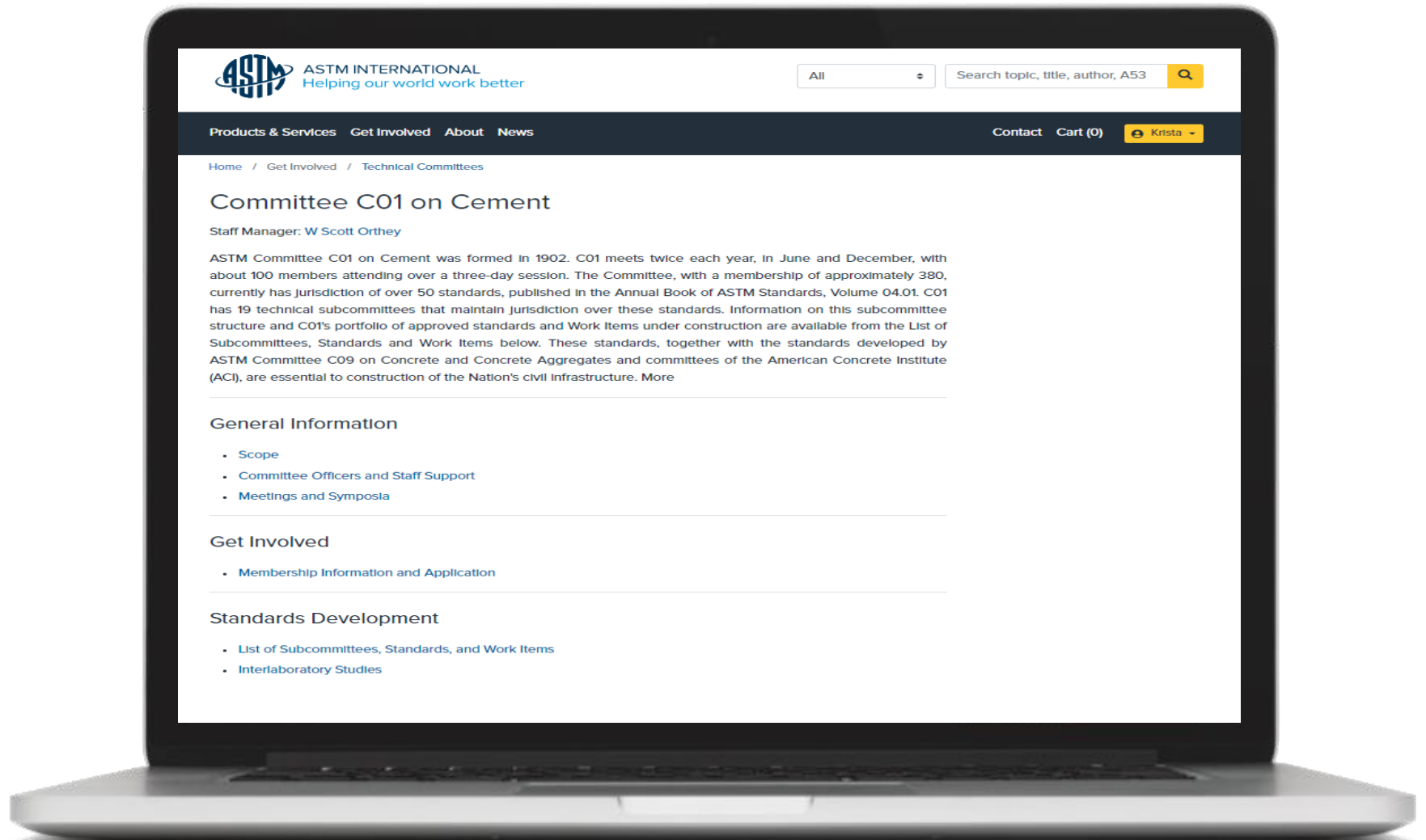
# Options



# 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) [mailto:[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](mailto: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

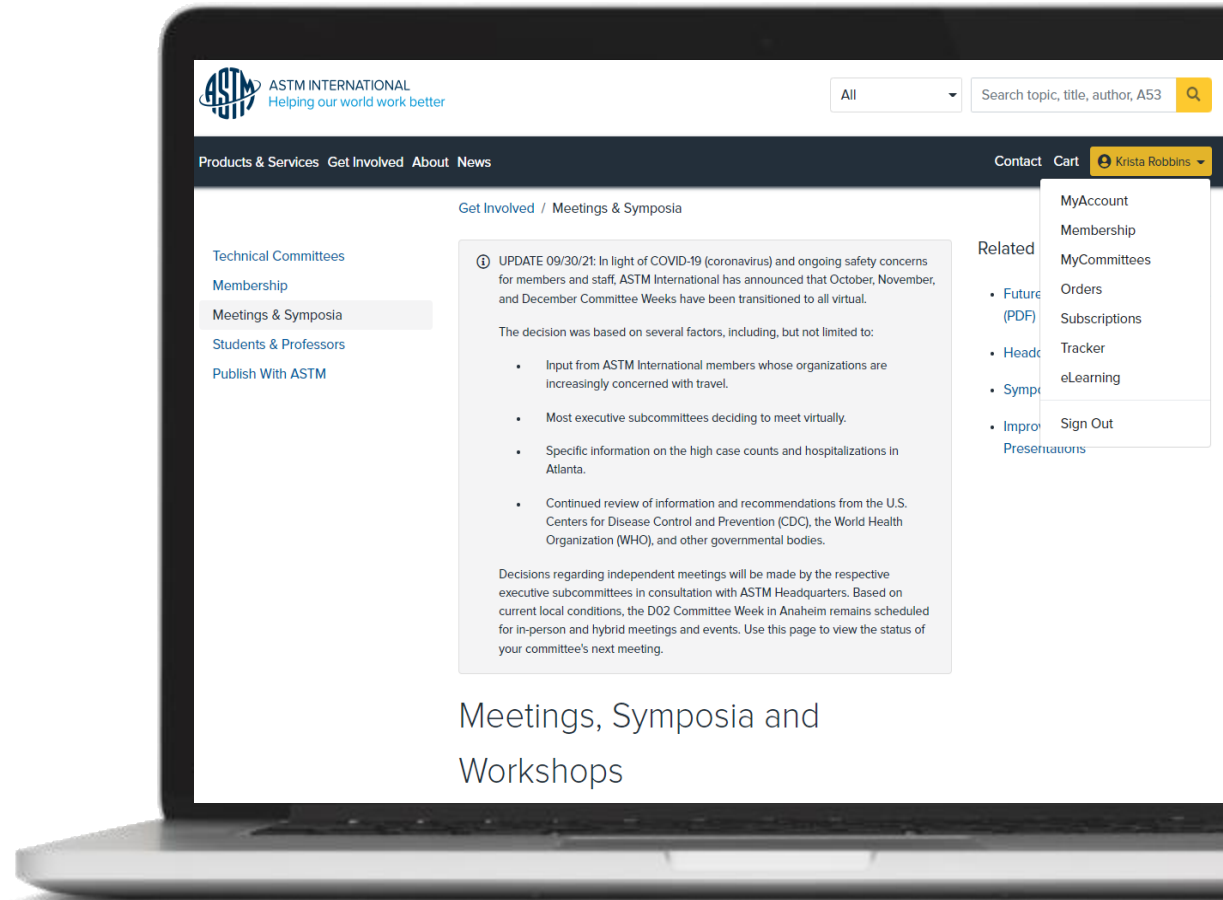
# Key Points for Participation



– 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



Meetings, Symposia and Workshops

# Standards Development Resources

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## Regulations Governing ASTM Technical Committees

- Recommended reading: Entire item; critical: sections 4 - 12
- [https://www.astm.org/media/pdf/regs\\_Regulations.pdf](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](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](https://www.astm.org/media/pdf/Handbook_5-11-20.pdf)





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Helping our world work better

Thank you

[www.astm.org](http://www.astm.org)