

# Record of Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: **North America**

Global Technical Committee: **MEMS/NEMS**

TC Chapter Cochairs: **Steve Martell/Sonoscan, Win Baylies/BayTech-Resor**

Standards Staff: **Laura Nguyen**

	Scheduled in Background Statement	Actual
Date	11/06/2017	11/06/2017
Location	SEMI HQ	SEMI HQ
Reason for Change of Date and/or Location (if changed)		

Note: See *Regulations* ¶ 9.5 Exception for allowable reason to change.

## I. Document Number and Title

Document Number	Document Title
5267A	New Standard, Specification for Microfluidic Port and Pitch Dimensions

## II. Tally

Standards staff to fill in.

Voting Tally: **As-cast tally after close of voting period**

Note: A minimum of 60% of the Voting Interests that have TC Members within the global technical committee that issued the Letter Ballot must return Votes. (*Regulations* ¶ 9.7.1.1)

Voting Tally (with example values):

Voting Interest:	Returned Votes	Distribution	Return Rate	
Letter Ballot	26	÷ 43	= 60.47%	≥60%
Intercommittee Ballot	30			
Voting Interest Reject(s)	0	Total Voters with Rejects		0
Voting Interest Accept(s)	27			

Note: See *Regulations* § 3.2.1 for definition of Voting Interest.

## III. Rejects None.

#### IV. Other Technical Issues

None.

#### V. Comments

None.

#### VI. Editorial Changes Other than Those Voted on in § V

None.

#### VII. Approval Conditions Check

##### VII. - (i). Approval Rate

**APPROVAL CONDITION 1:** All Negatives have been discussed and were withdrawn, found not related, found not persuasive, or addressed by a technical change. (*Regulations ¶ 9.7.1.2*)

**APPROVAL CONDITION 2:** At least 90% of the sum of valid Voting Interest Accept and Voting Interest Reject Votes must be Accept. (*Regulations ¶ 9.7.1.3*)

**Note:** If both approval conditions are not satisfied, the Document fails.

		Accepts		(Accepts + Valid Rejects)					
Approval Rate	=	27		27	=	100.0%		≥90%	

##### VII. – (ii) Approval Level (check one)

**Note:** See *Regulations § 9.7.2* for further information.

#### Globally Approved (No Ratification Ballot needed):

The Letter Ballot meets the Letter Ballot approval conditions for the global technical committee.

#### Need a Ratification Ballot:

The Letter Ballot meets the Letter Ballot approval conditions for the TC Chapter and a Ratification Ballot will be issued to validate technical changes.

## VIII. Safety Check

Note: See *Regulations § 15* for further information.

Motion	<b>X</b>	<b>This is not a Safety Document</b> , when all safety-related information is removed, the Document is still technically sound and complete. ( <i>Regulations ¶ 8.7.1</i> )
		<b>This is a Safety Document</b> , when all safety-related information is removed, the Document is not technically sound and complete. ( <i>Regulations ¶ 8.7.2</i> )
		Safety Checklist ( <i>Regulations ¶ 15.3</i> ) is complete and has been included with the Document throughout the balloting process. ( <i>Regulations ¶ 15.1.2</i> )
<b>Motion by/2<sup>nd</sup> by</b>		Mark Tondra (Diagnostic Biosensors) / Bevan Wu (BW & Associates)
<b>Discussion</b>		None
<b>Vote</b>		03 Y 0 N; Motion <b>passed</b>

## IX. Intellectual Property (IP) Check

Note: This Letter Ballot may cover all or part of a Standard or Safety Guideline. This IP check applies to the entire Standard or Safety Guideline. See *Regulations § 16* for further information.

<b>X</b>	The TC Chapter meeting chair asked those participating, if they were aware of any potentially material patented technology or copyrighted items* in the Standard or Guideline. ( <i>Regulations ¶ 8.8.1</i> )	
<b>X</b>	No potentially material patented technology or reproduction of copyrighted items is known.	<b>GO TO SECTION X.</b>
	Potentially material patented technology or reproduction of copyrighted items is known, but a Letter of Assurance (LOA) or copyright release letter for such items has been obtained or presented to the TC Chapter.	<b>GO TO SECTION X.</b>
	Potentially material patented technology or reproduction of copyrighted items is known and use of such materials is technically justified by the TC Chapter, but an LOA or copyright release letter for some of the item(s) has NOT been obtained or presented to the TC Chapter.	
Motion		Ask ISC for special permission to publish.
		Quit activity.
		Wait for LOA for patented technology or release of copyrighted items.
<b>Motion by/2<sup>nd</sup> by</b>		Name (Company)/Name (Company)
<b>Discussion</b>		XXXX
<b>Vote</b>		XX Y-XX N
<b>Final Action</b>		Motion passed
		Motion failed

\* Note: Such potentially material patented technology or copyrighted items might have become known since the Standard or Safety Guideline was last reviewed, or might become relevant due to this Letter Ballot.

## X. Action for This Document

<b>Motion</b>	<input checked="" type="checkbox"/>	This Document passed TC Chapter review as balloted and will be forwarded to the ISC A&R SC for procedural review.
	<input type="checkbox"/>	This Document passed TC Chapter review with editorial changes and will be forwarded to the ISC A&R SC for procedural review.
	<input type="checkbox"/>	This Document passed TC Chapter review with technical changes and with or without editorial changes and will be forwarded to the ISC A&R SC for procedural review. A Ratification Ballot will be issued to verify the technical changes.
	<input type="checkbox"/>	This Document failed TC Chapter review and will be returned to the TF for rework.
	<input type="checkbox"/>	This Document failed TC Chapter review and work will be discontinued.
<b>Motion by/ 2<sup>nd</sup> by</b>	Mark Tondra (Diagnostic Biosensors) / Bevan Wu (BW & Associates)	
<b>Discussion</b>	None	
<b>Vote</b>	03 Y 0 N	
<b>Final Action</b>	<input checked="" type="checkbox"/>	Motion passed
	<input type="checkbox"/>	Motion failed

Standards staff to record the result of the A&R procedural review here:

<b>A&amp;R</b>	<input type="checkbox"/>	Approved for publication
	<input type="checkbox"/>	Approved pending acceptance of the Ratification Ballot
	<input type="checkbox"/>	Not approved
	Reason:	