

Record of Line-item Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: **North America**
 Global Technical Committee: **Gases**
 TC Chapter Cochairs: **Mohamed Saleem/Brooks Instrument**
 Standards Staff: **Laura Nguyen**

	Scheduled in Background Statement	Actual
Date	TBD	12/11/2020
Location	TBD	SEMI Japan Office, Tokyo, Japan
Reason for Change of Date and/or Location (if changed)	Force majeure caused by the corona virus.	

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

Document Information

I. Document Number, Title, Lists of Line Items

Document Number 6657	Document Title Line Item Revision to SEMI C3.35-1109E (Reapproved 0815), Specification for Hydrogen Chloride (HCl), 99.997% Quality
List of Line Items	Line Item 1 Change “Specifications” section heading to “Requirements” per Procedure Manual.
	Line Item 2 Address trademark(s) per Regulations § 16.4.4.

Line Item 1 Adjudication

II. Tally

Voting Tally:

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* ¶ 9.6.2.1.1)

Voting Tally (with example values):

Voting Interest:	Returned Vote		Distributio		Return Rate	
Letter Ballot	39	÷	63	=	61.9%	≥60%
Intercommittee Ballot	12					
Voting Interest Reject(s)	0		Total Voters with Rejects		0	
Voting Interest Accept(s)	28					

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APPROVAL CONDITION 1: All Negatives have been discussed and were withdrawn, found not related, found not persuasive, or addressed by a technical change.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 ¶ 9.6.2.1.2*)

APPROVAL CONDITION 2: At least 90% of the sum of valid Voting Interest Accept and Voting Interest Reject Votes must be Accept. (*Regulations ¶ 9.6.2.1.3*)

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

		Accepts		(Accepts + Valid Rejects)					
Approval Rate	=	28	/	28	=	100.0%		≥90%	

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

Note: See *Regulations § 9.6.2* for further information.

Globally Approved (No Ratification Ballot needed):
Line Item 1 meets the Letter Ballot approval conditions for the global technical committee.

Need a Ratification Ballot:
Line Item 1 meets the Letter Ballot approval conditions for the TC Chapter and a Ratification Ballot will be issued to validate technical changes.

Line Item 2 Adjudication

II. Tally

Voting Tally:

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 ¶ 9.6.2.1.1)

Voting Tally (with example values):

Voting Interest:	Returned Vote	Distributio	Return Rate	
Letter Ballot	39	÷ 63	= 61.9%	≥60%
Intercommittee Ballot	12			
Voting Interest Reject(s)	0	Total Voters with Rejects		0
Voting Interest Accept(s)	28			

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 ¶ 9.6.2.1.2)

APPROVAL CONDITION 2: At least 90% of the sum of valid Voting Interest Accept and Voting Interest Reject Votes must be Accept. (Regulations ¶ 9.6.2.1.3)

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

		Accepts		(Accepts + Valid Rejects)				
Approval Rate	=	28	/	28	=	100.0%		≥90%

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

Note: See *Regulations* § 9.6.2 for further information.

Globally Approved (No Ratification Ballot needed):

Line Item 2 meets the Letter Ballot approval conditions for the global technical committee.

Need a Ratification Ballot:

Line Item 2 meets the Letter Ballot approval conditions for the TC Chapter and a Ratification Ballot will be issued to validate technical changes.

Checks for Entire Document Including All Approved Line Items

VIII. Safety Check

Note: This Safety check applies to the entire Standard or Safety Guideline including all the approved Line Items. See § 15 of the *Regulations* for further information.

Motion	<input checked="" type="checkbox"/>	This is not a Safety Document , when all safety-related information is removed, the Document is still technically sound and complete. (<i>Regulations</i> ¶ 8.7.1)
	<input type="checkbox"/>	This is a Safety Document , when all safety-related information is removed, the Document is not technically sound and complete. (<i>Regulations</i> ¶ 8.7.2)
	<input type="checkbox"/>	Safety Checklist (<i>Regulations</i> ¶ 15.3) is complete and has been included with the Document throughout the balloting process. (<i>Regulations</i> ¶ 15.1.2)
Motion by/2nd by		Hirokichi Enami (i-ZOOM), /Supika Mashiro (Tokyo Electron)
Discussion		None
Vote		2 Y-0 N; Motion passed

IX. Intellectual Property (IP) Check

Note: This Letter Ballot may cover all or part of a Standard or Safety Guideline. Regardless of the coverage, this IP check applies to the entire Standard or Safety Guideline including all the approved Line Items*. See *Regulations § 16* for further information.

X	The TC Chapter meeting chair asked those participating, if they were aware of any patented technology that might be relevant (see <i>Regulations ¶ 16.3.1.1</i>) to the Standard or Safety Guideline; or, any copyrighted items or trademarks that are used/reproduced (see <i>Regulations ¶ 16.4.1.2</i>) in the Standard or Safety Guideline. (Also see, <i>Regulations § 8.8</i>)					
	The question is NOT answered in affirmative (No potentially material patented technology or use/reproduction of copyrighted items/trademarks is known.)	GO TO SECTION X.				
	X	The question is answered in affirmative	Is any of the known IPs a patented technology?	<input type="checkbox"/>	Yes, at least one of them is a patented technology	GO TO IX (a) "Patented Technology" subsection
				<input checked="" type="checkbox"/>	No	GO TO IX (b) "Copyright items" subsection

IX(a) Patented Technologies subsection

IX(a1) Total numbers of Patented Technologies to be dealt with

# Fill number	(l) Known Patented Technology that might be relevant to the Standard/Safety Guideline	# Fill number	(m) Number of patented technologies first became known to the TC Chapter on or after the day of the issuance of this Letter Ballot	Postpone assessment of such patented technologies to be performed at the next scheduled TC Chapter meeting.
# Fill number		(n) Number of patented technologies first became known to the TC Chapter before the day of the issuance of this Letter Ballot	GO TO IX (a2)	

IX(a2) Assessment of disclosed patented technologies

Disclosed patented technology #1 (Brief description, e.g., patent title and number):			Date of Assessment (if different from the date of Letter Ballot adjudication) MM/DD/YYYY		
Is disclosed patented technology #1 found to be "might be material" to the Standard/Safety Guideline?	YES (It is a PMPT)	Is the use of this PMPT technically justified?	<input type="checkbox"/>	YES	PROCEED to assess NEXT one, or if this is the last one, GO TO IX(a3)
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NO	The Document is failed and returned to the TF
<input type="checkbox"/>	NO	No further action is needed for patented technology #1			

This table is needed for each disclosed patented technology.

IX(a3) LOA status check of PMPT of which inclusion assessed to be justified

LOA Status of PMPT #1					
Has an LOA for this patented technology been received from every owner ?	<input type="checkbox"/>	YES	PROCEED to check NEXT one, or if this is the last one, GO TO IX(b)		
	<input type="checkbox"/>	NO	MOTION	<input type="checkbox"/>	Ask ISC for special permission to publish.
				<input type="checkbox"/>	Quit activity. The Document is failed and returned to the TF
				<input type="checkbox"/>	Wait for LOA PROCEED to check NEXT one, or if this is the last one, GO TO IX(b1)
			Motion by/ 2 nd by	Name (Company)/Name (Company)	
			Discussion	XXXX	
			Vote	XX Y-XX N; Motion passed (or failed)	

This table is needed for each PMPT of which inclusion assessed to be justified.

IX(b1) Total numbers of copyrighted items to be dealt with

# Fill number	(o) Known copyrighted items that are used or reproduced to the Standard/Safety Guideline	<input type="checkbox"/>	o > 0 There is at least one known copy righted items that might be relevant to the Standard/Safety Guideline	GO TO IX (b2)
		<input checked="" type="checkbox"/>	o = 0 There is no disclosed copyrighted item	GO TO IX (c)

IX(b2) Assessment of disclosed copyrighted items

Disclosed copyrighted item #1 (Brief description of its use in the Document):					
Is disclosed copyrighted item #1 used or reproduced in the Standard/Safety Guideline?	<input type="checkbox"/>	YES	Is the use/reproduction of this copyrighted item technically justified?	<input type="checkbox"/>	YES PROCEED to assess NEXT one, or if this is the last one, GO TO IX(b3)
				<input type="checkbox"/>	NO The Document is failed and returned to the TF
	<input type="checkbox"/>	NO	No further action is needed for copyrighted item #1		

This table is needed for each disclosed copyrighted item.

IX(b3) Copyright release status check of copyrighted item of which inclusion assessed to be justified

Copyright release Status of copyrighted item #1		
<input type="checkbox"/>	YES	PROCEED to assess NEXT one, or if this is the last one, GO TO IX(c)

Has the copyright release been received from its owner ?.		NO	MOTION		Ask ISC for special permission to publish.	
					Quit activity.	The Document is failed and returned to the TF
					Wait for copyright release letter	PROCEED to check NEXT one, or if this is the last one, GO TO IX(c)
			Motion by/ 2nd by	Name (Company)/Name (Company)		
			Discussion	XXXX		
			Vote	XX Y-XX N; Motion passed (or failed)		

This table is needed for each copyrighted item of which use/reproduction assessed to be justified.

IX(c) Assessment of disclosed (identified) trademark

Is there any trademark in the Standard/Safety Guideline?	X	YES	Is every instance of trademark use technically justified?	X	YES	GO TO IX(d)
					NO	The Document is failed and returned to the TF
		NO	GO TO IX(d)			

IX(d) IP check completion condition check

The co-chair checks if any Patented Technologies first become known to the TC Chapter on or after the day of the issuance of this Letter Ballot? i.e., m>0 in IX(a1)		YES	Sections IX(a2) and IX(a3) shall be completed and recorded for such patented technologies at next scheduled meeting of the TC Chapter. Until then, the TC Chapter shall NOT go to X (making motion to pass/fail this Document) (see Regulations ¶ 16.4.1.2) Until then this Letter Ballot Review is on hold.			
	X	NO	GO TO X			

X. Action for This Document

Motion applicable items)	X	Line item(s) [1] and [2] passed TC Chapter review as balloted and will be forwarded to the ISC A&R SC for procedural review.
		Line item(s) [1] and [2] passed TC Chapter review with editorial changes and will be forwarded to the ISC A&R SC for procedural review.
		Line item(s) [1] and [2] 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.
		Line item(s) [1] and [2] failed TC Chapter review and will be returned to the TF for rework.
		Line item(s) [1] and [2] failed TC Chapter review and work will be discontinued.
Motion by/ 2nd by	Hiromichi Enami (i-ZOOM), /Supika Mashiro (Tokyo Electron)	
Discussion	None	
Vote	2Y-0 N	
Final Action	X	Motion passed
		Motion failed

Note: If the use of PMPT or copyrighted item is justified by the TC Chapter, LOA or release form must be received before publication can proceed.