Record of Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: Japan
Global Technical Committee: Silicon Wafer
TC Chapter Cochairs: T. Nakai /SUMCO, N. Kawai /Meiji University

Standards Staff: J. Collins

	Scheduled in Background Statement	Actual
Date	12/14/2017	12/14/2017
Location	Tokyo Big Sight, Tokyo Japan	Tokyo Big Sight, Tokyo Japan
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
5774	NEW STANDARD: Practice for Sample Preparation Methods for Measuring Minority Carrier Diffusion Length in Silicon Wafers by Surface Photovoltage Methods

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	57 ÷	95 =	60.0%	≥60%
Intercommittee Ballot	25			
Voting Interest Reject(s)	1	Total Voters with Rejects	1	
Voting Interest Accept(s)	33			

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

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III. Rejects

Voting Interest Reject 1 (Voting Interest Name: Tokyo Electron_TEL)
Voter Reject 1 (Voter: Supika Mashiro, Tokyo Electron)

Negative 1

<table>
<tr>
<td rowspan="3">Negative</td>
<td rowspan="2">Referenced Section/ Paragraph</td>
<td colspan="4">*TF/TC Chapter to fill in, including text in the ballot if necessary.</td>
</tr>
<tr>
<td colspan="4">9.1.3</td>
</tr>
<tr>
<td>Negative Text</td>
<td colspan="4">*Original complete Negative text (e.g., issue, justification, suggestion) should be copied.

The paragraph is logically flawed. Either clarify preheating condition which make pre-heating of sample necessary to allow the sample to be heated up to 210 ⁰C, or delete after "so that".</td>
</tr>
<tr>
<td colspan="2">TF input (optional)</td>
<td colspan="4"></td>
</tr>
<tr>
<td colspan="2" rowspan="2">Withdrawal (check one)</td>
<td>x</td>
<td colspan="2">No Negative withdrawal made by Voter.</td>
<td>GO TO "Related" subsection</td>
</tr>
<tr>
<td></td>
<td colspan="2">Withdrawal document received by Standards staff on MM/DD/YYYY.</td>
<td>GO TO "Final" subsection → (A)</td>
</tr>
<tr>
<td rowspan="10">Related</td>
<td rowspan="3">Motion and Reason (check one)</td>
<td>X</td>
<td colspan="2">'Related' is mutually agreed upon. (Needs no motion.)</td>
<td>GO TO "Persuasive" subsection</td>
</tr>
<tr>
<td></td>
<td colspan="2">Negative is not related. (Needs ≥2/3 votes to pass.)</td>
<td></td>
</tr>
<tr>
<td style="background:black"></td>
<td>Reason</td>
<td>XXXX</td>
<td></td>
</tr>
<tr>
<td>Motion by/ 2nd by</td>
<td colspan="4">Name (Company)/Name (Company)</td>
</tr>
<tr>
<td>Discussion</td>
<td colspan="4"></td>
</tr>
<tr>
<td rowspan="3">Result of Vote (check one)</td>
<td colspan="4">XX Y-XX N; Motion passed/failed.</td>
</tr>
<tr>
<td></td>
<td colspan="2">[Negative is not related.] < 2/3</td>
<td>GO TO "Persuasive" subsection</td>
</tr>
<tr>
<td></td>
<td colspan="2">2/3 ≤ [Negative is not related.]</td>
<td>GO TO "Final" subsection → (B)</td>
</tr>
</table>

Persuasive	**Motion and Reason (check one)**	X	Negative is related and persuasive. **(Needs >1/3 votes to pass.)**			
			Negative is related and not persuasive. **(Needs ≥2/3 votes to pass.)**			
		■	Reason			
	Motion by/ 2ⁿᵈ by	Ryuji Takeda (Globalwafers Japan)/Tsuyoshi Otsuki (SEH)				
	Discussion					
	Result of Vote (check one)	9 Y-0 N; Motion passed				
		x	[Negative is related and persuasive.] > 1/3	**Is a technical change recommended?** (check one)	Y	**GO TO "Address by Technical Change Option" subsection**
			[Negative is related and not persuasive.] < 2/3		x N	**GO TO "Final" subsection → (E)**

			2/3 ≤ [Negative is related and not persuasive.] < 90%	**GO TO "Final" subsection → (C)**
			90% ≤ [Negative is related and not persuasive.]	**GO TO "Not Significant Finding Option" subsection**
Address by Technical Change Option	**Technical Change Recommendations** **Original section/paragraph number and at least one full sentence are required in "FROM" and "TO" fields.**			
	Technical Changes	**1**	**FROM: Section/Paragraph XXX**	
			TO: Section/Paragraph xxx	
			Justification (If necessary)	
		2	**FROM: Section/Paragraph XXX**	
			TO: Section/Paragraph xxx	
			Justification (If necessary)	
	Motion		Negative is addressed by the technical change(s).	
	Motion by/2nd by		Name (Company)/Name (Company)	
	Discussion			
	Result of Vote (check one)		XX **Y**-XX **N**; Motion passed/failed.	
			2/3 ≤ [Negative is addressed by the technical change(s).]	**GO TO "Incorporation of the Technical Change" subsection**
			[Negative is not addressed by the technical change(s).] < 2/3	**GO TO "Final" subsection → (E)**
	Incorporation of the Technical Change	**Motion**	To incorporate the technical change(s).	
		Motion by/2nd by	Name (Company)/Name (Company)	
		Discussion		
		Result of Vote (check one)	XX **Y**-XX **N**; Motion passed/failed.	
			90% ≤ [Agree to incorporate.]	**GO TO "Final" subsection → (F)**
			[Disagree to incorporate.]>10%	**GO TO "Final" subsection → (E)**
Not Significant Finding Option	**This option can be used only "if the TC Chapter finds a Negative not persuasive by a vote equal to or greater than 90% of the persons voting on the action". (*Regulations* ¶ 9.6.4.4.2)**			
	Use of "Not significant finding option" (check one)		It is mutually agreed upon to term the Negative "not significant".	**GO TO "Final" subsection → (D)**
			It is mutually agreed upon to term the Negative "significant".	**GO TO "Final" subsection → (C)**
			Whether or not the Negative is "not significant" is decided by a vote.	
	Motion		The Negative is "not significant".	

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	Motion by/ 2nd by		Name (Company)/Name (Company)		
	Vote		XX **Y**-XX **N**; Motion passed with simple majority		**GO TO "Final" subsection → (D)**
			XX **Y**-XX **N**; Motion failed with simple majority		**GO TO "Final" subsection → (C)**
Final	**(check if applicable)**		**(A)**	Withdrawn **(counted under h in disposition)**	
			(B)	Not related **(counted under i in disposition)**	
			(C)	Related and not persuasive (significant)	
			(D)	Not significant **(counted under j in disposition)**	
		X	**(E)**	Related and persuasive and not addressed by technical change	**DOCUMENT FAILS**
			(F)	Addressed by technical change **(counted under k disposition)**	
	(check if applicable)		Comment generated. **See Section V-(ii) Comment # X.**		

This table is needed for each Negative.

Disposition of Voting Interest Reject 1

Check only when the Document has not been failed.

#	Original number (#) of Negatives		**(g)**
#	Number of Negatives withdrawn		**(h)**
#	Number of Negatives found not related		**(i)**
#	Number of Negatives found not significant		**(j)**
#	Number of Negatives addressed by technical change **(Negative becomes not significant)**		**(k)**
Final		**g** - (**h** + **i** +**j** + **k**) = 0	**Reject is Not Valid and is not included in the denominator of § VI.** *Approval Conditions Check*
		g - (**h** + **i** +**j** + **k**) >0	**Reject is included in the denominator of § VI.** *Approval Conditions Check*
		Reject without a Negative	**Not Valid**

Note: If all of the Negatives included with a Reject Vote are withdrawn, determined to be not related, or determined to be not significant, the Reject Vote is not valid. (*Regulations* ¶ 9.4.3.3)
Note: A Negative addressed by a technical change is automatically considered to be not significant. (*Regulations* ¶ 9.6.4.4.2)

IV. Other Technical Issues : none

V. Comments

V- (i) Voters' Comments: none

V-(ii) Comments Created by Handling Negative: none

VI. Editorial Changes Other than Those Voted on in § V: none

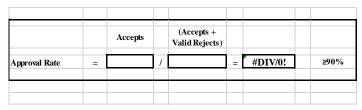Original section/paragraph number and at least one full sentence are required in "FROM" and "TO" fields.

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	=		/	=	#DIV/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.

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VIII. Safety Check

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

Motion		**This is not a Safety Document**, when all safety-related information is removed, the Document is still technically sound and complete. (*Regulations* ¶ 8.7.1)
		This is a Safety Document, when all safety-related information is removed, the Document is not technically sound and complete. (*Regulations* ¶ 8.7.2)
		Safety Checklist (*Regulations* ¶ 15.3) is complete and has been included with the Document throughout the balloting process. (*Regulations* ¶ 15.1.2)
Motion by/2nd by		Name (Company)/Name (Company)
Discussion		XXXX
Vote		XX **Y**-XX **N**; Motion passed or failed

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.

	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. (*Regulations* ¶ 8.8.1)		
		No potentially material patented technology or reproduction of copyrighted items is known.	**GO TO SECTION X.**
		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.	**GO TO SECTION X.**
		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.	
Motion by/2nd by		Name (Company)/Name (Company)	
Discussion		XXXX	
Vote		XX **Y**-XX **N**	
Final Action		Motion passed	
		Motion failed	

X. Action for This Document

Motion		
		This Document passed TC Chapter review as balloted and will be forwarded to the ISC A&R SC for procedural review.
		This Document passed TC Chapter review with editorial changes and will be forwarded to the ISC A&R SC for procedural review.
		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.
	X	This Document failed TC Chapter review and will be returned to the TF for rework.
		This Document failed TC Chapter review and work will be discontinued.

Motion by/ 2nd by	Ryuji Takeda (Globalwafres Japan)/Tsuyoshi Otsuki (SEH)	
Discussion		
Vote	9 Y-0 N	
Final Action	x	Motion passed
		Motion failed

A&R		Approved for publication
		Approved pending acceptance of the Ratification Ballot
		Not approved
	Reason:	