

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

Region/Locale: **China**  
 Global Technical Committee: **Photovoltaic**  
 TC Chapter Cochairs: **Guangchun Zhang/CSI, Jun Liu/CESI**  
 Standards Staff: **Sophia Huang/SEMI China**

	Scheduled in Background Statement	Actual
Date	10/13/2017	10/13/2017
Location	Huang He Grand Hotel, No.666 Middle Renmin Road, Jiangyan, Taizhou, Jiangsu, China	Huang He Grand Hotel, No.666 Middle Renmin Road, Jiangyan, Taizhou, Jiangsu, China
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
5841A	New Standard: Guide for Specifying Low Pressure Horizontal Diffusion Furnace

## 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 Vote		Distributio	=	Return Rate	
Letter Ballot	98	÷	163	=	60.1%	≥60%
Intercommittee Ballot	21					
Voting Interest Reject(s)	0		Total Voters with Rejects		0	
Voting Interest Accept(s)	54					

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

### III. Rejects

There is no reject.

### IV. Other Technical Issues

There is no other Technical Issues.

### V. Comments

#### V- (i) Voters' Comments

Commenter 1 (**Rafael Vargas-Bernal/ Instituto Tecnológico Superior de Irapuato**) -  
Comment 1

Comment	*TF/TC Chapter to fill in section/paragraph #, if necessary.	
	There are typing errors, spaces must be ' ' added in several places.	
Action	<b>The TC Chapter agreed to do one of the following actions.</b>	
	*No motion is required in this step.	
	<input type="checkbox"/>	Already addressed by Commenter #, Comment #
	<input checked="" type="checkbox"/>	No further action was taken by the TC Chapter.
	<input type="checkbox"/>	Refer to the TF for more consideration.
	<input type="checkbox"/>	New Business
	<input type="checkbox"/>	Editorial Change
Editorial Changes	Options for editorial change (check one)	<input type="checkbox"/> <b>Case 1: No vote in this section:</b> <i>To be included and voted on as a group in § VI. Editorial Changes Other than Those Voted on in § V.</i>
		<input type="checkbox"/> <b>Case 2: Voted in this section:</b> <i>Original section number and at least one full sentence are required in "FROM" and "TO" fields.</i>
		<input type="checkbox"/> FROM: Section/Paragraph xxx
		<input type="checkbox"/> TO: Section/Paragraph xxx
Editorial 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		To approve above editorial change(s)
Motion by/2 <sup>nd</sup> by		Pengtao Sun (NAURA)/ Rulong Chen (Suntech)

Discussion	NONE
Vote	41 Y-0 N; Motion passed

## 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	=	54	/	54	=	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>		Pengtao Sun (NAURA)/ Rulong Chen (Suntech)
<b>Discussion</b>		None
<b>Vote</b>		35 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. 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>		None
<b>Discussion</b>		None
<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

Motion	<b>X</b>	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.

	<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>	Pengtao Sun (NAURA)/ Rulong Chen (Suntech)	
<b>Discussion</b>	None	
<b>Vote</b>	35 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"/>	<b>Approved for publication</b>
	<input type="checkbox"/>	<b>Approved pending acceptance of the Ratification Ballot</b>
	<input type="checkbox"/>	<b>Not approved</b>
	<b>Reason:</b>	