

Record of Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: **Japan**

Global Technical Committee: **Liquid Chemicals**

TC Chapter Cochairs: **Yoshiyuki Fujitani (SCREEN Semiconductor Solutions), Takuya Nagafuchi (Nihon Entegris)**

Standards Staff: **Mami Nakajo**

	Scheduled in Background Statement	Actual
Date	05/26/2023	05/26/2023
Location	SEMI Japan office/Web	SEMI Japan office/Web
Reason for Change of Date and/or Location (if changed)		

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

I. Document Number and Title

Document Number	Document Title
6820A	New Standard: Guide for Trace Iron Analysis in High Purity 2-Propanol (IPA)

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* ¶ 9.6.2.1.1)

Voting Tally (with example values):

Voting Interest:	Returned Votes		Distributor	=	Return Rate	
Letter Ballot	64	÷	105	=	61.0%	≥60%
Intercommittee Ballot	0					
Voting Interest Reject(s)	0		Total Voters with Rejects		0	
Voting Interest Accept(s)	39					

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

III. Rejects
None

IV. Other Technical Issues
None

V. Comments

V- (i) Voters' Comments

Commenter 1 (**Vargas-Bernal, Rafael /ITSdl**) - Comment 1

Comment	*TF/TC Chapter to fill in section/paragraph #, if necessary.		
	In subsection 2.2, separate '100ppt'.		
Action	The TC Chapter agreed to do one of the following actions.		
	*No motion is required in this step.		
	<input type="checkbox"/>	Already addressed by Commenter #, Comment #	
	<input 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 checked="" type="checkbox"/>	Editorial Change	
	Options for editorial change (check one)	<input type="checkbox"/> Case 1: No vote in this section: To be included and voted on as a group in § VI. <i>Editorial Changes Other than Those Voted on in § V.</i>	
		<input checked="" type="checkbox"/> Case 2: Voted in this section: Original section number and at least one full sentence are required in "FROM" and "TO" fields.	
	Editorial Changes	1	FROM: Section/Paragraph 2.2 The quantitative range of this method is 1 to 100ppt.
			TO: Section/Paragraph 2.2 The quantitative range of this method is 1 to 100 ppt.
Justification (If necessary)			
2		FROM: Section/Paragraph xxx	
		TO: Section/Paragraph xxx	
		Justification (If necessary)	

Motion	To approve above editorial change(s)
Motion by/2nd by	Hiroshi Sugawara (Organo)/ Kaoru Kondo(RION)
Discussion	None
Vote	10 Y-0 N; Motion passed.

This table is needed for each Comment accompanied a Vote

Commenter 2 (Sklar, Eric/Guru) - Comment 1

Comment	*TF/TC Chapter to fill in section/paragraph #, if necessary.	
	There is a typographical error in 3.1. Please replace the hyphen in 'SEMI-C35' with a space.	
Action	The TC Chapter agreed to do one of the following actions.	
	*No motion is required in this step.	
	<input type="checkbox"/>	Already addressed by Commenter #, Comment #
	<input 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 checked="" type="checkbox"/>	Editorial Change
Editorial Changes	Options for editorial change (check one)	<input type="checkbox"/> Case 1: No vote in this section: To be included and voted on as a group in § VI. <i>Editorial Changes Other than Those Voted on in § V.</i>
		<input checked="" type="checkbox"/> Case 2: Voted in this section: Original section number and at least one full sentence are required in "FROM" and "TO" fields.
Editorial Changes	1	FROM: Section/Paragraph 3.1 SEMI-C35 — Specification and Guide for Nitric acid
		TO: Section/Paragraph 3.1 SEMI C35 — Specification and Guide for Nitric acid
		Justification (If necessary)
	2	FROM: Section/Paragraph xxx
		TO: Section/Paragraph xxx
		Justification (If necessary)
Motion	To approve above editorial change(s)	
Motion by/2nd by	Hiroshi Sugawara (Organo)/ Mitsuyoshi Takeshita(Particle Measuring Systems)	
Discussion	None	

Vote	9 Y-0 N; Motion passed.
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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	=	39	/	39	=	100.0%		≥90%	

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

Note: See *Regulations § 9.6.2* 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	X	This is not a Safety Document, when all safety-related information is removed, the Document is still technically sound and complete. (<i>Regulations ¶ 8.7.1</i>)
		This is a Safety Document, 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>)
Motion by/2 nd by		Hiroshi Sugawara (Organo)/ Masaki Shimmura (RION)
Discussion		None
Vote		11 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*. 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</i> ¶ 16.3.1.1) to the Standard or Safety Guideline; or, any copyrighted items or trademarks that are used/reproduced (see <i>Regulations</i> ¶ 16.4.1.2) in the Standard or Safety Guideline. (Also see, <i>Regulations</i> § 8.8)				
X	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.			
	The question is answered in affirmative	Is any of the known IPs a patented technology?		Yes, at least one of them is a patented technology	GO TO IX (a) "Patented Technology" subsection
				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		# 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?		YES	PROCEED to assess NEXT one, or if this is the last one, GO TO IX(a3)
				NO	The Document is failed and returned to the TF
	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 ?		YES	PROCEED to check NEXT one, or if this is the last one, GO TO IX(b)		
		NO	MOTION		Ask ISC for special permission to publish.
					Quit activity. The Document is failed and returned to the TF
					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	o > 0	There is at least one known copy righted items that might be relevant to the Standard/Safety Guideline	GO TO IX (b2)
		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?		YES	Is the use/reproduction of this copyrighted item technically justified?	YES	PROCEED to assess NEXT one, or if this is the last one, GO TO IX(b3)
				NO	The Document is failed and returned to the TF
		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					
Has the copyright release been received from its owner ?.		YES	PROCEED to assess NEXT one, or if this is the last one, GO TO IX(c)		
		NO	≥	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/ 2 nd 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?		YES	Is every instance of trademark use technically justified?	YES	GO TO IX(d)
		NO		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.
		NO	GO TO X

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.
	X	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.
		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/ 2 nd by		Hiroshi Sugawara (Organo)/ Kaoru Kondo (RION)
Discussion		None
Vote		10Y-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.