Record of Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: Japan
Global Technical Committee: PV Materials
TC Chapter Cochairs: Kazuhiko Kashima / Tokyo Institute of Technology, Takashi Ishihara / Mitsubishi Electric), Tetsuo Fukuda / AIST
Standards staff: Chie Yanagisawa

	Scheduled in Background Statement	Actual
Date	04/07/2017	04/07/2017
Location	SEMI Japan, Tokyo	SEMI Japan, Tokyo

I. Document Number and Title

Document Number	Document Title
6016	New Standard: Test Method for Exposure Durability of PV Cells to Acetic Acid Vapor

II. Tally (Standards staff to fill in)

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

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	54	÷	86	=	62.8%	>=60%
Intercommittee Ballot	22					
Voting Interest Reject(s)	0		Total Voter with Rejects			0
Voting Interest Accept(s)	40					

III. Rejects
There is no reject vote on Ballot 6016.

IV. Other Technical Issues
There is no other technical issue on Ballot 6016.

V. Comments
There is no comment on Ballot 6016.

VI. Editorial Changes other than those dealt with in Section V.
There is no Editorial Changes other than those dealt with in Section V on Ballot 6016.

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APPROVAL CONDITION 1: All Negatives have been discussed and were withdrawn, found not related, found not persuasive, or addressed by a Technical Change.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	=	40	/	40	=	100.0%	>=90%

VII – (ii) Approval Level (check one)
See § 9.7.2 of the *Regulations* for further information

[X] **The Letter Ballot meets the Letter Ballot Approval Conditions for the global technical committee**

[ ] **The Letter Ballot the Letter Ballot Approval Conditions for the TC Chapter and a Ratification Ballot will be issued to verify Technical Changes**

VIII. Safety Check

See § 15 of the *Regulations* 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. (*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			Masaaki Yamamichi (RTS) / Takashi Ishihara (Mitsubishi Electric)
Discussion			None
Vote			3-0; 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 § 16 of the *Regulations* for further information.

X	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)			
	X	No potentially material patented technology or reproduction of copyrighted items are known.		**GO TO SECTION IX**
		Potentially material patented technology or reproduction of copyrighted items are 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 IX**
		Potentially material patented technology or reproduction of copyrighted items are 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-XX	
	Final Action			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	X	This Document passed TC Chapter review as balloted and will be forwarded to the A&R SC for procedural review.
		This Document passed TC Chapter review with editorial changes and will be forwarded to the 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 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/2nd by	Masaaki Yamamichi (RTS) / Takashi Ishihara (Mitsubishi Electric)	
Discussion	None	
Vote	3-0	
Final Action	X	Motion passed
		Motion failed

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

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