

Record of Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: [North America](#)
 Global Technical Committee: [Facilities](#)
 TC Chapter Cochairs: [Steve Lewis / LPCiminelli](#)
 Standards Staff: [Laura Nguyen](#)

	Scheduled in Background Statement	Actual
Date	04/04/2017	04/04/2017
Location	SEMI HQ	SEMI HQ
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
6120	Reapproval of SEMI E137-0705 (Reapproved 1111), Guide for Final Assembly, Packaging, Transportation, Unpacking, and Relocation of Semiconductor Manufacturing Equipment

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	43	÷ 71	= 60.56%	≥60%
Intercommittee Ballot	19			
Voting Interest Reject(s)	0	Total Voters with Rejects		0
Voting Interest Accept(s)	26			

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 (**Supika Mashiro / TEL**) - Comment 1

Comment	Delete NOTE 2	
	Justification There is no such on-going development for a new Safety Guideline addressing the topic in the EH&S GTC.	
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 checked="" type="checkbox"/>	New Business: <i>Comment made by Supika will not be addressed at this time. According to PM 3.3.2.3.1, Action Item taken to address after publication as editorial change at the next TC Chapter meeting.</i>
	<input 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. Editorial Changes Other than Those Voted on in § V.
	<input type="checkbox"/>	Case 2: Voted in this section: Original section number and at least one full sentence are required in "FROM" and "TO" fields.
	<input type="checkbox"/>	
	<input type="checkbox"/>	
Editorial Changes	1	FROM: Section/Paragraph xxx
		TO: Section/Paragraph xxx
		Justification (If necessary)
Motion	To approve above editorial change(s)	
Motion by/2 nd by	Name (Company)/Name (Company)	
Discussion	XXXX	
Vote	XX Y-XX N; Motion passed/failed.	

V-(ii) Comments Created by Handling Negative

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 ¶ 9.7.1.2*)

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	=	26	/	26	=	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	<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 ¶ 8.7.1</i>)
	<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 ¶ 8.7.2</i>)
	<input type="checkbox"/>	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		Thomas Fritz (WIKA) / Jeff Christian (WIKA)
Discussion		None
Vote		06 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.

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. (<i>Regulations ¶ 8.8.1</i>)	
	X	No potentially material patented technology or reproduction of copyrighted items is known.
		GO TO SECTION X.

* **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 ISC A&R SC for procedural review.	
Motion by/ 2nd by	Erica Kitano (Fujikin) / Thomas Fritz (WIKA)		
Discussion	None		
Vote	06 Y 0 N		
Final Action	X	Motion passed	
		Motion failed	

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

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