

Record of Letter Ballot Review by TC Chapter for Procedural Review

Region/Locale: **North America**
 Global Technical Committee: **PV Materials**
 TC Chapter Cochairs: **Hugh Gotts/Air Liquide**
 Standards Staff: **Kevin Nguyen**

	Scheduled in Background Statement	Actual
Date	7/13/2016	7/13/2016
Location	San Francisco Marriott Marquis	San Francisco Marriott Marquis
Reason for Change of Date and/or Location (if changed)		

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

Document Information

I. Document Number and Title

Document Number 5960A	Document Title Revision of SEMI PV21-1011 Guide for Silane (SiH4), Used in Photovoltaic Applications
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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:

Voting Interest:	Returned Votes		Distribution	=	Return Rate	
Letter Ballot	50	÷	83	=	60.2%	≥60%
Intercommittee Ballot	26					
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

None

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APPROVAL CONDITION 1: All Negatives have been discussed and were withdrawn, found not related, found not persuasive, or addressed by a technical change.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	=	39	/	39	=	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 Ballot meets the Letter Ballot approval conditions for the global technical committee.

Need a Ratification Ballot:

The 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

See § 15 of the *Regulations* 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</i> ¶ 8.7.1)
	<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</i> ¶ 8.7.2)
	<input type="checkbox"/>	Safety Checklist (<i>Regulations</i> ¶ 15.3) is complete and has been included with the Document throughout the balloting process. (<i>Regulations</i> ¶ 15.1.2)
Motion by/2nd by		Ron Sinton (Sinton Instruments)/Peter Wagner
Discussion		None
Vote		3 Y-0 N; Motion passed

IX. Intellectual Property (IP) Check

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. (<i>Regulations</i> ¶ 8.8.1)	
Motion	<input checked="" type="checkbox"/>	No potentially material patented technology or reproduction of copyrighted items is known. GO TO SECTION X.
	<input type="checkbox"/>	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.
	<input type="checkbox"/>	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.
	<input type="checkbox"/>	Ask ISC for special permission to publish.
	<input type="checkbox"/>	Quit activity.
	<input type="checkbox"/>	Wait for LOA for patented technology or release of copyrighted items.
	Motion by/2nd by	
Discussion		XXXX
Vote		XX Y-XX N
Final Action		<input type="checkbox"/> Motion passed
		<input type="checkbox"/> 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 (Check all applicable items)	<input checked="" type="checkbox"/>	This Document passed TC Chapter review as balloted and will be forwarded to the ISC A&R SC for procedural review.
	<input type="checkbox"/>	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.
Motion by/ 2nd by	Steve Martell (Sonoscan)/Ron Sinton (Sinton Instruments)	
Discussion	None	
Vote	3 Y - 0 N	
Final Action	<input checked="" type="checkbox"/>	Motion passed
	<input type="checkbox"/>	Motion failed

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

A&R		Line item(s) [X], [X] and [X] are Approved for publication
		Line item(s) [X], [X] and [X] are Approved pending acceptance of the Ratification Ballot
		Line item(s) [X], [X] and [X] are Not approved
	Reason:	