



- The webinar will start at 2pm Eastern
- All participants are muted for the duration of the webinar
- Slides and the BSR-9 form will be distributed to all
- Please use the Q&A option to submit a question

ANSI-Accredited Standards Developers (ASD)

- 2020 Procedural Compliance Form
- 2020 ANSI Essential Requirements (www.ansi.org/essentialrequirements)



Thanks



- To your organization for recognizing the importance of “due process” and the value of the American National Standards (ANS) process
- To you for participating today



Just a reminder...

ANS-Related ANSI Staff - psa@ansi.org



- Fran Schrotter, ANSI Sr VP & COO - NY
- Patty Griffin, ANSI Sr VP & General Counsel - NY
- Procedures & Standards Administration - NY
 - Anne Caldas - NY
 - Heather Benko - NY
 - Elizabeth Gonzalez - NY
 - Ally Kupferberg - NY
 - Jay Moskowitz - NY
 - Jim Thompson - NY
 - Mary Weldon - NY
- psa@ansi.org = our common email box



Agenda for ANSI-Accredited Standards Developers (ASD)



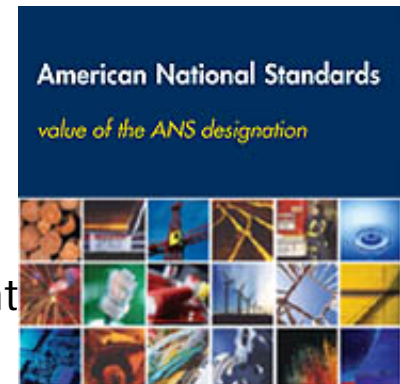
- Accreditation and maintenance requirements
- Checks-and-balances within ANS process
- 2020 *ANSI Essential Requirements - Revisions*
- Review of 2020 Compliance E-mail
- Review of 2020 BSR-9 Form
- Q&A
- *ANSI Essential Requirements* maintenance process
- Additional Reminders:
 - Balance, outreach and targeted outreach
 - Use of ANSI Marks
 - Clarification: ASD vs. ANSI-Accredited U.S. TAG to ISO Compliance
- Resource list - including availability of Excel and pdf reports of ANS and proposed ANS & ANS online forms
- Q&A



Accreditation by ANSI of a standards developer relates to the procedures used in connection with American National Standards (ANS) only...

ANSI-Accredited Standards Developers & American National Standards (ANS)

- 240 ANSI-accredited standards developers (ASD) www.ansi.org/asd
 - *ANSI Essential Requirements: due process requirements for American National Standards (www.ansi.org/essentialrequirements)*
 - “ANSI Essential Requirements” governs ANS process
 - Only ASDs may submit standards for approval as ANS
 - Accreditation by ANSI is a pre-condition for submitting a standard for approval as an ANS
 - All ANS are maintained on a regular cycle to ensure currency
 - Approximately 12,000 American National Standards
 - All ASDs are subject to ANSI’s neutral third-party oversight including a regular procedural audit
 - Not all standards developed by these organizations are approved as ANS
 - ANSI recognizes multiple paths to standards development
- Learn more: www.ansi.org/ansvalue





Once accredited by ANSI, what ongoing responsibilities does an ANSI-Accredited Standards Developer (ASD) have?

What does an ASD need to do to maintain accreditation?



- Maintain compliance with the current edition of the *ANSI Essential Requirements: Due process requirements for American National Standards*
 - www.ansi.org/essentialrequirements
- Return Annual ASD Compliance Form (E-mail)
- Submit, when changed, revised procedures to ANSI for review and approval
 - psa@ansi.org
 - Strikethrough, underline format with an explanation

More next slide...

Maintaining Accreditation as an ANSI-Accredited Standards Developer (ASD)

Clause 4.1.3 of the ANSI Essential Requirements



- Submit to regular audits or if “0” ANS, then a periodic reaccreditation with justification is required until an ANS is approved
- Annual payment of ANSI Membership or equivalent Maintenance of Accreditation Fee (www.ansi.org/membership)
- Annual payment of National Activity Assessment (NAA) based on the number of ANS maintained, e.g., \$2825 for 0-3 ANS (2020)
 - Helps defray the cost of the ANS infrastructure
 - Covers the cost of the routine Audit (if 5 years' worth of National Activity Assessment fees have been paid)



So now let's review...

ANSI's checks-and-balances throughout the
ANS process that make it unique and
provide confidence of compliance and due
process

What are those checks-and-balances?

What are ANSI's ANS-related checks and balances?



- Annual Compliance Form - today's focus
- Accreditation and reaccreditation of procedures
- ANSI's public review and appeals requirements
 - Re: accreditation-related issues
 - Re: proposed and approved American National Standards
- Required timely maintenance of ANS
 - Remember 5 year maintenance cycle & 10 year **automatic** expiration
- Routine Audit (5 yr cycle), Special Audit (as needed, for cause)

ANS checks and balances continued...



- BSR-9/Evidence of consensus review by ANSI Board of Standards Review (BSR) and staff at the BSR's direction and per the BSR's Operating Procedures (2020 edition)
 - BSR-9/BSR 109 Certification Statement, which is binding (109=Audited Designators only)
 - Note 2020 updates
- Withdrawal for cause option (including remand of ANS as a result of an audit or appeal)
 - Post-ANS-approval safeguard (See 4.3.2.1.4 ER)
- Opportunity to propose revisions to the *ANSI Essential Requirements* (and other ANS-related procedures)
 - Through the ANSI ExSC (*see later slides*)



What revisions are included in the 2020 *ANSI Essential Requirements*?

Revision to *4.3 Planning, coordination and public notice*



- Revision intended to avoid confusion and recognize reliance on the current procedures applicable to the handling of claims of conflict and duplication within the American National Standards (ANS) process
 - The PINS notification and deliberation process is the primary mechanism by which claims of conflict and duplication are vetted within the ANS process, in addition to the opportunity for stakeholders to address such claims through public comment, voting and appeals processes
 - The ExSC relies on *ANSI Standards Action* and other public notices and outreach to make stakeholders aware of proposed standards development activities intended to result in ANS

Revision to 4.3 *Planning, coordination and public notice*



4.3 Planning, coordination and public notice

ANSI's planning and coordinating activities depend on the cooperation and participation of standards developers and affected interests. Various methods are used to plan and coordinate voluntary standards activities. A considerable amount of planning and coordinating activity routinely takes place at the standards development level by the standards writing consensus bodies or their subgroups. Specific coordination requirements are set forth in other sections of this document.

Overall responsibility for ANSI's national and international planning and coordinating functions is assigned by the Board of Directors to the Executive Standards Council (ExSC). The ExSC delegates specific activities as opportunity and needs arise, appointing designees or standards advisors, as appropriate.

Coordination usually can be accomplished by standards developers through the implementation of one or more of the following:

- a) clear delineation of scope, purpose, and intended application of each standard;
- b) public notice of standardization activities;
- c) joint and cooperative activities of the individual organizations, including liaison representation;
- d) organization of an independent but representative body acceptable to the involved parties to coordinate standards needs and projects and to develop standards as required;
- e) liaison between national standards developers and the organization responsible for the U.S. position on corresponding international standards; and
- f) use of the ANSI PINS system, including the PINS Deliberation process.

Revision to 4.3 Planning, coordination and public notice *(continued)*



To achieve a consistent set of American National Standards and to represent the United States in non-treaty international standards activities, it is important that necessary for ANSI continue to promote the to-harmonization of ongoing standards activity, minimize duplication, and avoid the promulgation of conflicting American National Standards.

~~The ExSC and/or its designee shall be alert to duplication of national standards activities. The ExSC or its designee shall notify standards developers of any identified potential or existing duplication of standards developing activities and request the standards developers involved to coordinate their activities and report the results.~~

~~Potential or existing conflicts identified or brought to the attention of the ExSC or its designee shall be investigated and harmonization initiated, if warranted. This process usually consists of:~~

- ~~a) appointing an ad hoc group to investigate and report whether harmonization is necessary. The ad hoc group reports on the purpose and application of the standards as well as the structure and issues that led to the conflict;~~
- ~~b) inviting the organizations involved to develop a harmonization plan, if it is determined that harmonization is necessary. The plan may include liaisons, joint consensus bodies, ad hoc groups, or other activities;~~
- ~~c) publishing the results of harmonization efforts in Standards Action, or elsewhere, as appropriate.~~

3.1 ANSI patent policy revision



- Removes the requirement that affirmative patent holder letters of assurance (PLOA or LOA or patent holder statement) be submitted to ANSI.
 - Such letters must still be retained by the ASD (subject to audit) and now they must also be publicly available on the ASD or ANSI's website.
 - An ASD may elect to either publish letters of assurance on their website or submit them with a BSR-9/109 to ANSI for publication in ANSI's online repository
 - www.ansi.org/patentletters



Revision to 3.1 *ANSI Patent Policy*



3.1.2 ANSI patent policy - Inclusion of Patents in American National Standards

A record of the patent holder's statement shall be retained in the files of ~~both~~ the ASD and ~~ANSI~~ shall be made publicly available (at the ASD's election, either on the ASD's website or ANSI's LOA repository).

...

Note: the above is only a partial excerpt showing the revised text

3.1 ANSI patent policy revision



■ As of January 1, 2020:

– ASDs are expressly required to submit any *negative patent holder letters of assurance* along with the relevant BSR-9 or BSR-109 submittal.



- In such cases, the ASD would be expected to also submit an explanation as to why the ASD believes the proposed ANS meets the ANSI Patent Policy.
- The updated BSR-9 (and BSR-109 Audited Designators) forms highlight this requirement. (*See later slides*)

Do your accredited procedures need to be revised as a result of 2020 changes?



- The 2020 revisions alone do not require that you revise your accredited procedures unless your accredited procedures incorporate word-for-word the text of *3.1 ANSI patent policy* and/or the text of *4.3 Planning, coordination and public notice*
 - If your procedures incorporate word-for-word sections 3.1 or 4.3, please be sure that they accurately reflect the 2020 revisions (and all prior revisions)
- By submitting the 2020 Compliance Form, you are confirming compliance with all provisions of the 2020 edition of the *ANSI Essential Requirements*, so please be sure that your procedures fully comply with all applicable provisions before submitting the Compliance Form to psa@ansi.org



Let's focus now on the 2020 Annual Compliance Form/E-mail

Annual Procedural Compliance Form/E-mail



- Issued annually in January
- Communicates procedural revisions (if any)
 - If none, then annual confirmation of compliance still required
 - 2020: Two revisions included in the 2020 edition of the ER
 - 2020: New, updated version of BSR-9 issued (109 for Audited Designators)
- Opportunity to review your accredited procedures and any supplemental documents to ensure full compliance with the *ANSI Essential Requirements*
- Includes binding certification by ASD of overall procedural compliance
- Every separate accreditation requires return of a Compliance E-mail/Form

2020 Compliance E-mail



- On January 13, 2020 Procedural Compliance E-mail issued to ASDs
 - blank E-mail questionnaire sent to lead accreditation contact
 - revisions to the *ANSI Essential Requirements* and updated BSR-9 described
- ASDs have one year from the 2020 Compliance Form deadline - until March 1, 2021 - to submit revised procedures related to the 2020 Compliance Form
 - Revised procedures may be submitted any time, but must be submitted *timely* in connection with any changes
 - Extension of Compliance Form deadline may be requested prior to March 1, 2020



What does the 2020 ASD Compliance Form/E-mail say?

What information/certification does the 2020 Compliance Form/E-mail Require?



Questions marked with an asterisk (*) are mandatory.

1* Applicability:

This ANSI Procedural Compliance Form applies to the procedures associated with this ANSI-Accredited Standards Developer:

Name of ASD

.....

What information/certification does the 2020 Compliance Form/E-mail Require?



.....

2.* Do your current ANSI-accredited procedures comply with the 2020 edition of the *ANSI Essential Requirements* without any revisions? Please indicate **YES or NO** (if Yes please skip to question 4):

.....

3. Submittal of revised procedures/statement of intent to revise procedures to comply (check one):

Our accredited procedures have been revised to comply with the 2020 *ANSI Essential Requirements* **and** a copy is attached. Please indicate here if any additional changes have been made to your accredited procedures:

Our accredited procedures will be revised in order to comply with the 2020 *ANSI Essential Requirements*. This revision will be submitted to ANSI (psa@ansi.org) for review and approval by this date (please indicate the date, which must be no later than March 1, 2021)

What does the 2020 Compliance Form E-mail Require?



4.* Returned By:

Please enter **information** for the staff associated with the accredited procedures for which this form is submitted:

Full Name:

E-Mail:

Confirmation by ANSI of Receipt



- Within two weeks of submitting the completed Compliance Form E-mail you will receive an acknowledgement E-mail
 - Please retain that E-mail receipt for your records
- If you do not receive an acknowledgement please send an E-mail to psa@ansi.org as a transmission error may have occurred

So let's review the timeline again...



- January 13, 2020 - Compliance Form issued via E-mail
- March 1, 2020 - Compliance Form due to psa@ansi.org
 - *Indicates compliance with the entire Essential Requirements (not just 2020 edition changes)*
- March 1, 2021 - Final deadline for submitting revised procedures related to 2020 Compliance Form (E-mail)
 - Revised procedures may be submitted any time, but must be submitted *timely* in connection with any changes
 - Must be submitted in strike-through-underline format with explanation (ExSC requirement)

Failure to return Compliance Form timely (which we know will not happen...)



- The ANSI Executive Standards Council (ExSC), which is the accrediting body, will be advised and your organization's status as an ANSI-Accredited Standards Developer (ASD) will be reviewed and could be suspended.
 - Progression of actions: Reminder to primary ASD accreditation contact, note to boss on behalf of ExSC, public listing in SA
 - Audit finding
- *Note: You may also submit overdue compliance forms from past years*



Let's review the revised 2020
BSR-9 form...

BSR-9 Form - January 21, 2020 version: Implementation



- 2020 BSR-9 posted www.ansi.org/asd
 - [Procedures, Interpretations, Guidance and Forms](#)
- Use the new BSR-9 form ASAP, but not later than July 1, 2020
 - Delayed use allowed if ASD relies on system-generated BSR-9 form
- Even if an ASD's use of 2020 BSR-9 is delayed, all ASDs must immediately include with BSR-9 submittals any "negative" patent statements, with an explanation
- If an ASD cannot meet the July 1, 2020 deadline, please submit a written explanation to psa@ansi.org by March 1, 2020 (or sooner)

BSR-109 Form - January 13, 2020 version: Implementation



- 2020 BSR-109 posted www.ansi.org/asd
 - [Procedures, Interpretations, Guidance and Forms](#)
- Use the new BSR-109 form immediately
- All ASDs that are Audited Designators must immediately include with BSR-109 submittals any “negative” LOAs (patent statement of assurance) with an explanation
- If an Audited Designator cannot use the updated form immediately, please submit a written explanation to psa@ansi.org

BSR-9 Form (2020): Highlights of changes to the BSR-9 form



- Explanatory text and guidance added to introduction
- Word version is the only option, but provides flexibility with respect to answers, tables, etc.
 - Online form version not available
- Reference to relevant sections of the *ANSI Essential Requirements* shown throughout, e.g., (See 1.2)
- Submit with supporting evidence of consensus to psa@ansi.org
 - Complicated or non-routine submittals should/may include a chronology/brief summary to help the BSR understand the documentation

BSR-9 Form: Proposed American National Standard (ANS) Formal Submittal Checklist



- This form serves as a **checklist** of documentation that demonstrates evidence of procedural compliance with the *ANSI Essential Requirements* (www.ansi.org/essentialrequirements) **and** an ANSI-Accredited Standards Developer's (ASD) accredited procedures in support of the approval of the standard identified below as an American National Standard.
- This form may only be submitted to the ANSI Board of Standards Review (BSR) if all of the requisite evidence of consensus accompanies it **and** the ASD's appeals process has concluded. (*appeals heard and decision issued or filing period expired or written statement from would-be appellants that they will not appeal*)
- If the consensus body is not balanced in accordance with your organization's accredited procedures **and** good faith **targeted** outreach has not been undertaken, please do not submit this BSR-9 form.
- Reference to relevant sections of the *ANSI Essential Requirements* is shown throughout this form, e.g., See 4.2.1.1 (*Criteria for approval of an*

BSR-9 Form: Proposed American National Standard (ANS) Formal Submittal Checklist



- An acknowledgement email will be sent to the submitter after ANSI (psa@ansi.org) has received a completed BSR-9.



- If you do not receive such an email within 2 working days, please contact psa@ansi.org to avoid unintended delays.
- Please also note the many procedural guidance documents that are available at www.ansi.org/asd, including guidance about outreach, balance, PINS Deliberations and appeals.

BSR-9 Form: Proposed American National Standard (ANS) Formal Submittal Checklist



- *NOTES: The BSR-9 form is a Word document and is not available as an online form, but the PINS, BSR-8 and BSR-11 forms are at <https://www.ansi.org/psawebforms/> and should be used for those purposes.
- Adoptions of ISO, ISO/IEC and IEC standards require compliance with the *ANSI Policy Regarding Rights to Nationally Adopt IEC and ISO Standards or Otherwise Use IEC and ISO Material* and the *ANSI Procedures for the Adoption of ISO and IEC Standards as American National Standards* (www.ansi.org/nationaladoption).
- A request to maintain an ANS under the *Stabilized Maintenance* option (See 4.7.3) requires use of a BSR-10 form.

BSR-9 Form (2020 Questions...)



- Check here if this standard will be maintained under Continuous Maintenance. This option is only available to registered ASDs, so please do not check this box if your organization is not already registered under Continuous Maintenance. (See 4.7.2)
 - *Separate requirements apply to ANS under CM so please review 4.7.2*

BSR-9 Form (2020)



1. Designation of Proposed ANS (Do not include "ANSI" in the designation of a proposed ANS. Do include the year that is to be part of the designation if other than the current year. See 4.4):
2. Title of Standard:
3. Project Intent (relates to the status of the standard in terms of the ANS process only, e.g., any standard that is not an approved ANS is a new standard and the project intent would be "Create new ANS"):

BSR-9 Form (2020)



4. Attach consensus body roster including interest category of each member, how each member voted and a summary thereof. (See 4.2.1.1) Check here to indicate the consensus body roster is attached.

5. Identify the consensus body, which is the group that approved the content of the standard and whose vote demonstrates evidence of consensus and is included in item 12 below (See 1.0):

BSR-9 Form (2020)



6. Balance: Note that evidence of targeted outreach to underrepresented interest categories is required as part of this BSR-9, if the consensus body appears to lack balance in accordance with the ASD's balance provisions and the *ANSI Essential Requirements*. (See 1.3, 2.3)

Excerpt the balance provision as it appears in your organization's accredited procedures here:

Check here to confirm that the balance provision in your organization's accredited procedures has been satisfied. (If not, please review next option.)

or

Check here to confirm that, if the consensus body does not appear balanced in accordance with your organization's accredited procedures, evidence of targeted outreach to underrepresented interest categories is attached to this BSR-9.

BSR-9 Form (2020)



7. PINS: In response to the PINS announcement, were any comments received asserting that this proposed standard duplicates or conflicts with an existing ANS or candidate ANS previously announced in Standards Action? (See 2.5.1) ___ Yes ___ No ___ Not applicable because a PINS was not required

___If yes, please check here to indicate that a **PINS Deliberation** was held and a copy of the PINS Deliberation Report is attached. If a PINS Deliberation was required but not held, please explain here:

BSR-9 Form (2020)



8. Unresolved objections from public review (See Q12 to report unresolved consensus body votes): Are there any remaining unresolved public review comments that were submitted in response to an *ANSI Standards Action* public review announcement? (See 2.5.2 and 2.6) If yes, answer both questions below; if no, proceed to question 9.

__Please state the number of public commenters (individuals, organizations, etc.) that remain unresolved (do not include a count of the number of comments and do not include unresolved votes of consensus body members here unless the member also submitted public review comments):

__Check here to confirm that the written attempted resolution sent to each unresolved public commenter is attached.

BSR-9 Form (2020)



9. Recirculation date(s): Record the date(s) on which:

(1) unresolved objections (including both unresolved public review comments and unresolved negative consensus body votes); (2) related attempts at resolution; and (3) any substantive changes, were provided to the entire consensus body for consideration and vote.



(See 2.6 and 2.7)

_ Recirculation was not required because there were no unresolved public review comments or unresolved negative votes, and no substantive changes were made to the standard after public review in Standards Action and the final consensus body ballot.

_ Recirculation was required and evidence of the recirculation(s) (e.g., ballot cover letter) is attached.

– List the date(s) of recirculation(s):

BSR-9 Form (2020)



10. Appeals and related evidence: Was each unresolved public commenter and unresolved negative voter informed in writing of the right to file a procedural appeal with the standards developer? (See 2.7 and 2.8)



___ Not applicable because no unresolved objections exist; *or*

___ Notice of the right to appeal was sent to all unresolved objectors (unresolved public commenters and unresolved negative consensus body voters) and evidence is attached.

- The following participants concluded the appeals process at the standards developer level and a copy of each appeals decision is attached (provide name, affiliation and contact information for each):

BSR-9 Form (2020)



11. Date final consensus body vote closed (i.e., date the final vote or final recirculation ballot closed):

12. Summary of Consensus Body Vote, i.e., the FINAL consensus body vote tally (if one or more recirculation votes were required, then the vote to report here is the final reconciled vote tally). (See 2.7)

Interest Category	Affirmative(s)	Negative(s)	Negative(s) without comment	Abstention(s)	Not Returned	Total
Total:						

BSR-9 Form (2020)



13. Numerical consensus: Excerpt here the applicable numerical requirement for consensus exactly as it appears in your organization's accredited procedures. (Note: please do not provide actual calculations, just the excerpted text.)

14. Publication of an ANS is required within 6 months of the date of its approval as an ANS. To request that ANSI provide publication services, please contact the ANSI Publications Department. (See 4.5)

BSR-9 Form (2020) - Related to the Patent Policy



15. Check here if statements from patent holders (patent letters of assurance - LOA) have been received regarding this proposed ANS.

A copy of all such statements indicating that the patent holder **is willing to license** essential patent claims in accordance with the terms of the ANSI and ASD Patent Policies **shall be made publicly available, but need not be attached to this BSR-9, unless the ASD elects to have ANSI publish the LOA to ANSI's LOA repository.**

Check here if such patent letters of assurance are attached because you are asking ANSI to post these on ANSI's LOA repository.

A copy of all statements indicating that the patent holder **is unwilling to license** essential patent claims in accordance with the ANSI and ASD Patent Policies must be attached to this BSR-9.

Check here if such patent letters of assurance were received by your organization.

Check here to indicate that such patent letters of assurance are attached, along with an explanation as to why the ASD believes the proposed ANS meets the ANSI Patent Policy.

BSR-9 Form (2020) - Certification



16. Certification statement: Please read and confirm compliance before signing and submitting to ANSI.



- I hereby declare the ANSI criteria for approval/withdrawal have been met and that the proposed ANS was acted on in accordance with section *4.2.1.1 Criteria for approval of an American National Standard* and the following criteria, and that evidence to this effect is enclosed or otherwise available for inspection:
 - That due process requirements were met.
 - That the standard is within the scope previously registered with ANSI.
 - That any identified conflict with another American National Standard was addressed in accordance with the requirements set-forth in the *ANSI Essential Requirements*.
 - That other known national standards were examined with regard to harmonization and duplication of content; if duplication exists, there is a compelling need for the standard.
 - That unresolved objectors have been notified in writing of their right to file a procedural appeal to the standards developer and that all such appeals to the standards developer were completed.

BSR-9 Form (2020) - Certification



16. Certification statement: *Continued...*

- That any known unresolved objection as defined in the *ANSI Essential Requirements* to the approval/withdrawal of this standard as an American National Standard is documented herein.
- That no substantive changes have been made since the draft standard was last listed in *Standards Action*.
- That we agree to comply fully with the *ANSI Patent Policy* and that any assurances received from patent holders comply with ANSI's (and the ASD's) Patent Policy. (See 3.1)
- That any patent holder's statements we received for this proposed ANS have been made publicly available either on our website or will be made available on ANSI's LOA repository. (See 15 above.)
- That any patent holder's statements we received indicating the patent holder is unwilling to license essential patent claims have been provided with this BSR-9 form.
- That we agree to comply with the *Commercial Terms and Conditions* provision contained in the *ANSI Essential Requirements*. (See 3.2)



BSR-9 Form (2020) - Certification

Continued...



- I agree that the evidence supporting any statement in this submittal or its attachments will be furnished to ANSI immediately upon request at any time and for any reason, including as a result of an audit or third-party appeal.
- If it develops that misstatements of fact have been made in connection with this submittal, I understand that the standard in question is subject to withdrawal with appropriate public notice with reasons therefor. Furthermore, I understand that our organization may be subject to disqualification for a period of time or withdrawal of accreditation for improper submission of a standard to the ANSI Board of Standards Review.
- Our organization agrees to maintain the American National Standard by reaffirmation, revision, or withdrawal within five years of the date of ANSI approval.

BSR-9 Form (2020)



■ Submitter's name and contact information:

Name:

Title:

Accredited Standards Developer:

Address:

City:

State:

Zip:

Phone:

E-mail/Signature:





QUESTIONS?

Still to come: ER Maintenance and Resources



How is the *ANSI Essential Requirements* maintained and how can it be changed?

ANSI ER Revision Process



- All ANS-related ANSI procedures are “living” documents, subject to revision
- Proposed procedural revisions to the ANSI ER:
 - Proposal submitted to psa@ansi.org (strikethrough, underline with rationale)
 - Proposal reviewed by the ANSI Executive Standards Council (ExSC)
 - If supported, proposal announced in *Standards Action* (www.ansi.org/standardsaction)
 - Public comments reviewed and responded to by the ANSI ExSC
 - If supported after public review, then ANSI ExSC submits to ANSI Executive Committee of the Board of Directors for final approval
 - Revision incorporated into the next annual (January) edition of the *ANSI Essential Requirements*

ANSI Essential Requirements: 2003-2020



- Summary of annual changes to the *ANSI Essential Requirements* since its issuance are contained in the document entitled “Summary of Revisions to the *Essential Requirements: 2003-2020*”
- Available at www.ansi.org/asd with other guidance documents



Additional Reminders...

Targeted Outreach...special reminder...



- ✓ Review “Balance” guidance document (2016 edition)
- ✓ Additional option: Targeted outreach through *ANSI Standards Action*
- A general call for consensus body members is a good thing and checking the relevant box on a PINS or BSR-8 form at <http://psawebforms.ansi.org/> automatically generates such an announcement
- Targeted Outreach evidence is required if consensus body lacks balance!
- ASDs may also request publication of announcements in *Standards Action* intended to target and recruit consensus body members in one or more specific interest categories:
 - Please send the text of the announcement to psa@ansi.org
 - Include the proposed standard's designation and title, the underrepresented interest category(ies) on the consensus body along with the definitions of those interest categories and a contact/link to apply for consensus body membership - along with any relevant deadlines and interesting information about the project.

Use of ANS & ASD Marks



- Rules for use of ANS and ASD marks:

https://www.ansi.org/about_ansi/ansi_logo_mark/ansi_logo.aspx?menuid=1



“ANSI” Cannot be used as part of a compliance mark on a product



- "ANSI", the ANSI logo, and numerous other identifiers containing "ANSI" are registered trademarks, service marks, and accreditation marks of the American National Standards Institute (ANSI).
- ANSI does not itself develop standards or certify management systems, products, services, materials, or personnel.
- ANSI does not permit, under any circumstances, the use or registration by others of "ANSI," the ANSI wording and crescent design logo ("ANSI Logo"), icon, or any other marks, names, or domain names consisting of or incorporating ANSI or marks owned by ANSI, or anything confusingly similar (individually and collectively "ANSI Marks").
 - Doing so would give the false impression that ANSI carries out certification activities, or has approved or authorized the organization using its ANSI Marks.



A final clarification about compliance requirements...

*ASD vs. ANSI-Accredited
U.S. TAGs to ISO*

ASD vs. U.S. TAG to ISO - *Distinctions*



- Many ANSI-Accredited Standards Developers (ASDs) also serve as ANSI-Accredited U.S. TAG Administrators to ISO TC/SC/PC/WG
- Applicable rules and procedures for each ANSI accredited status are *different* though hallmarks of the ANS and ISO processes are similar
 - ANSI-Accredited Standards Developer (ASD):
 1. Governed by: *ANSI Essential Requirements: Due process requirements for American National Standards* (www.ansi.org/essentialrequirements)
 2. ASD's Accredited Procedures
 - ANSI-Accredited U.S. TAG to ISO and ISO/IEC:
 1. Governed by: *ANSI International Procedures* (www.ansi.org/internationalprocedures)
 2. ANSI-Accredited U.S. TAG procedures (most use Annex A plus all are bound by Annex B of the *ANSI International Procedures*)
 3. ISO/IEC Directives (maintained by ISO)

ASD vs. U.S. TAG to ISO - *Distinctions* (2)



- Participation requirements are distinct
 - U.S. TAG to ISO: participants must satisfy the definition of *US National Interested Party*
 - ANSI accreditation requirements are distinct
 - ANSI Annual Compliance Forms are distinct
 - ANSI Annual Reporting Requirement exists for TAGs to ISO and ISO/IEC
- Oversight of ANSI-Accredited U.S. TAGs to ISO and of ASDs, however, is by the ANSI Executive Standards Council (ExSC)
 - ANSI ExSC is also responsible for maintenance of ANSI's related procedures

Helpful Resources



- Summary of ANS process steps: www.ansi.org/anskeysteps
- PINS, BSR-8s, BSR-11, PSA-01 (single and excel):
<http://psawebforms.ansi.org/>
- ANS Value Brochure: www.ansi.org/ansvalue
- Standards Action and 2020 publication schedule:
www.ansi.org/standardsaction
- Training: www.standardslearn.org
- Standards Boost Business: www.standardsboostbusiness.org
- Staff are available via psa@ansi.org

ANS Data, Documents & Guidance: www.ansi.org/asd - here is the MENU



[ANS Patent Letters](#)

[ANS Procedures, Interpretations, Guidance and Forms](#)

[ANSI Accredited Standards Developer List](#)

[Audit Program](#)

[American National Standards \(ANS\) Under Continuous Maintenance](#)

[Provisional American National Standards](#)

[Value of the American National Standard Designation](#)

[List of Approved and Proposed ANS](#)

[March 22, 2018 ANS Workshop - Reference documents](#)

[What is an American National Standard \(ANS\) and how do I participate?](#)

ANS Procedures, Interpretation, Guidance and Forms

SAMPLE www.ansi.org/asd

- ANS Forms - slide deck
- Appeals guidance
- Audit - procedures and guidance
- Balance, Outreach & Targeted Outreach guidance
- PINS Deliberation guidance & sample report
- Efficiencies in the standards development process
- ExSC interpretations: recirculation, openness, Commercial terms & conditions, etc.
- Implementation Guidelines: ANSI Patent Policy, Embedded Trademarks, Software in Standards
- National Adoptions of ISO, IEC and ISO/IEC JTC 1 as ANS - slide deck of the basics
- and more...

ANS Data & Slide Deck



- List of Approved and Proposed ANS
 - Excel and pdf - downloadable for monitoring use
 - Updated and re-posted regularly
 - Updates concerning any discrepancies should be sent to psa@ansi.org
- What is an ANS and how do I participate?
 - Slide deck for the public/new participants



QUESTIONS?

Call or email us at psa@ansi.org



Thanks for joining us today...

Questions: psa@ansi.org





for more information

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