

**LOG OF MEETING  
DIRECTORATE FOR ENGINEERING SCIENCES**

**SUBJECT:** Meeting of the ASTM Ad Hoc Wording Task Group

**DATE OF MEETING:** February 19, 2016

**PLACE OF MEETING:** Virtual (teleconference)

**LOG ENTRY SOURCE:** Tim Smith (ESHF)

**COMMISSION ATTENDEES:** Tim Smith (ESHF), Rana Balci-Sinha (ESHF), Celestine Kish (ESHF), Hope Nesteruk (ESHF), Sharon White (ESHF)

**NON-COMMISSION ATTENDEES:** Kitty Pilarz et al. (Contact ASTM for attendee list.)

**SUMMARY OF MEETING:**

This meeting of the ASTM Ad Hoc Wording Task Group (“Ad Hoc TG”) was led by the chair of the TG, Kitty Pilarz. During the meeting, the Ad Hoc TG discussed the following main topics:

- *ANSI Z535.4 Copyright Status:* In developing its recommendations for warning format requirements, the Ad Hoc TG heavily relied upon the language used within ANSI Z535.4, which is published by the National Electrical Manufacturers Association (NEMA). ASTM is seeking permission from NEMA to use this language in its recommendation, but has not yet obtained permission.
- *CPSC Staff Proposal to Reference ANSI Z535.4 Sections:* CPSC staff proposed that the Ad Hoc TG consider requirements that reference the relevant sections of ANSI Z535.4 rather than trying to rely upon the specific language within the standard. Staff forwarded to the TG a sample of such requirements, except for requirements specific to text layout, for consideration by the group.
- *Text Layout Requirements:* The Ad Hoc TG engaged in substantial discussion regarding what requirements, if any, should be included pertaining to text layout (e.g., presenting warning text in outline format, with bullet points preceding precautionary statements).

CPSC staff agreed to finalize its proposal for warning format requirements that reference specific sections to ANSI Z535.4, including requirements for text layout, as soon as possible, and to forward this to the Ad Hoc TG for consideration in advance of the next meeting. Staff anticipates the next meeting to be during the week of March 7<sup>th</sup>.