

## B11 SDC APPLICANT CRITERIA

The ANSI B11 Standards Development Committee (SDC) allows non-voting participants (observers) to attend meetings (when pre-arranged in advance) and has a long history of welcoming participation and comments from those persons. Actual membership on the committee is required to vote on official motions and actions, but observers can participate fully in all other discussions and activities. Note that “membership” in the B11 SDC attaches to the *organization* represented by an individual, not the individual(s) who represents that organization.

The ANSI B11 SDC welcomes applicants with a skill-set that will enable sharing of knowledge with the SDC related to the topic of B11 machinery safety standards.

New applicants seeking membership on the B11 SDC *should* meet the following criteria:

- a) Membership is typically limited to those representing trade organizations, agencies, professional societies, or companies with multiple employees. Individuals and organizations having an interest in the work of the B11 SDC may request listing as observers. The B11 SDC may also select individual experts to assist it. Observers and individual experts will be advised of the B11 SDC activities, may attend meetings, and may submit comments for consideration, but will have no vote in B11 SDC matters.
- b) As the guiding body for the various standards authoring subcommittees, membership on the SDC is typically limited to those with past experience in the standards writing process. It is strongly preferred that applicants have direct experience on ANSI B11 authoring sub committees.
- c) Prospective applicants are also expected to attend, and actively participate in at least two SDC meetings before an application for membership is submitted.
- d) When serving on a subcommittee, prospective SDC applicants are expected to commit to actively participating in the project work including attending at least 50% of subcommittee and ad hoc meetings (web and face to face). Examples of such experience may include:
  - participating on one specific standard through the majority of its development cycle;  
or
  - participating in two or more standards either in partial or complete revision editions;  
or
  - completing ad hoc task group assignments throughout the development of a standard project.
- e) Applicants are also expected to commit to meeting the financial responsibilities of SDC members including annual dues and attending meetings.
- f) After the application is reviewed and the applicant interviewed, motions regarding the membership are voted upon in accordance with B11 procedures.