

## TMB February 13, 2013 Conference Call Minutes

Participants: Andy Ritchie, Chairman  
Chris Castanien, TMB  
Greg Shank, TMB  
Ron Romano, TMB  
Hind Abi-Akar , TMB  
Steve Kennedy, TMB  
Bill Lam, TMB  
Jason Bowden, TMB  
Joe Franklin, Subcommittee B Chair  
Andy Buczynsky, GM  
Robert Stockwell, GM  
Tim Brooke, ASTM  
Frank Farber, Secretary

The chairman started the call at 11:05 am. The prior teleconference call minutes from February 1, 2013 were approved with a correction to add Steve Kennedy to the list of participants.

The chairman asked if there were any revisions to the TMB ballot addressing the GM Oxidation & Deposit test request to have the TMC monitor the test. Jason Bowden then asked if any changes to the list of services would occur as a result of negotiations between ASTM and GM. Frank Farber commented that the intent was not to make any changes. Any changes would have to be approved by the TMB. Steve Kennedy suggested to help clarify the ballot, that content intended for Attachment A (agreement between ASTM and GM) be delineated in the ballot. The following paragraph was added to the attached ballot.

**If approved by Subcommittee B, the following bullet items are to be the content of the agreement that is to be signed by ASTM and General Motors.**

The chairman asked if anyone would offer a motion on the ballot with the revision suggested by Steve. Ron Romano made the motion and Greg Shank seconded. The chairman conducted a roll-call vote with the following results:

Steve Kennedy:	Approve
Bill Lamb:	Approve
Jason Bowden:	Approve
Chris Castanien:	Abstain
Ron Romano:	Approve
Greg Shank:	Approve
Hind Abi-Akar:	Approve
Andy Ritchie:	Approve
Heather DeBaun:	Approve (Vote cast after teleconference call see attached email)

The motion passed. Joe Franklin (SubB Chair) requested that the Chairman forward a ballot to him to ballot Subcommittee B.

The meeting concluded at 11:30 am eastern.

Submitted by, Frank Farber 2/13/2013

## **TMB Ballot for Test Monitoring Services for a General Motors Oxidation & Deposit Test Method**

Note: This is a ballot for TMB to permit GM to request services from TMC to monitor the General Motors Oxidation & Deposit Test Method. If approved by TMB a Subcommittee B ballot will then follow. If approved by Subcommittee B, ASTM staff and GM Purchasing and Legal staffs will enter into negotiations to formulate an agreement.

As described in Article 2 (Attachment 1) of the Regulations Governing the ASTM Test Monitoring System, GM and the Test Monitoring Center have supplied responses to the evaluation questions concerning the request for monitoring services for the General Motors Oxidation & Deposit Test Method (See Attachment 2). An additional response is provided concerning hardware support and central parts distributor contingency plans.

**GM** requests TMC to provide the following services in monitoring the **GM** Oxidation and Deposit Test Procedure (**GMW#####**). These services would be offered to both independent and dependent laboratories. Laboratories who wish to be deemed participants must abide by the TMC's Reference Oil Use Guidelines.

**GM** retains final approval on all decisions regarding reference fluids and test calibration / monitoring system development.

TMC shall own all reference oil test data.

Candidate data remains the property of the test sponsors. Requests for information on candidate results require permission of the sponsor.

If ACC accepts the test for registration, requests for candidate data will be handled through the ACC Monitoring Agency with ACC approval.

**If approved by Subcommittee B, the following bullet items are to be the content of the agreement that is to be signed by ASTM and General Motors.**

## Reference Materials

- Maintain a series of reference fluids of different performance levels to assure a minimum 5-year supply. Oils will be blended in a single homogeneous quantity.
- Maintain a supply of these reference fluids which may be purchased by testing laboratories for the performance of calibration tests. Reference fluids may also be supplied for other appropriate applications depending on availability.
- Work with **GM** and consult with industry to select new reference fluids and approve new batches of currently used reference fluids.
- At a minimum use current TMC standard processes for assuring the quality of reference fluids.

## Test Calibration / Monitoring System

- Independently administer a test monitoring system to address lab/test stand calibration and precision and severity control charting developed by **GM** in consultation with industry statisticians.
- Collect and statistically analyze reference material test data to determine stand and laboratory calibration status, per the defined calibration system.
  - Grant calibration status to any laboratory that meets appropriate criteria.
- Review reference material test results and associated operational data for adherence to prescribed test procedure and for accuracy of reported results.
- Ensure that test stands and testing laboratories participating in the system are calibrated in accordance with prescribed procedures.
- Visit test laboratories at least once a year or as necessary to ensure compliance with the current test procedures and assist the laboratories in solving problems.
- Work with **GM** and the individual testing laboratories to improve and standardize the operating procedures, practices, and measurement methods to improve the repeatability and reproducibility of the test.
- Monitor laboratory calibration test severity and precision, work with individual laboratories and **GM** to resolve severity and precision shifts, and, if necessary, work with **GM** in consultation with industry statisticians to develop and apply correction factors and severity adjustments.
- Provide the trained personnel and systems necessary to meet the monitoring requirements of the calibration system.

## Database Maintenance and Data Reporting Structure

- Maintain a website that provides **GM** and industry access to all reference oil test data and documents contained in the calibration system.
- Maintain a relational database for test results.
- Maintain test report packages, data dictionaries, and electronic data transmission protocol via ASTM Data Communication Committee Guidelines.
- Receive and store results for all tests.
- Maintain data integrity, security, and back up plans.
- Provide the trained personnel, software, and systems necessary to meet all database maintenance and data report requirements.
- Maintain the confidentiality of all information which is not public knowledge, i.e. lab and stand identification and reference fluid supplier identity.

## Reporting of Information

- Periodically (at least semi-annually) report to **GM** and industry stakeholders, as appropriate, test severity and precision trends based upon calibration test data. **GM** agrees to permit these reports to be presented at ASTM meetings.
- Periodically (at least semi-annually) report to **GM** and industry stakeholders, as appropriate, test stand and laboratory calibration information (summarized industry wide calibration test data, and as requested, specific laboratory calibration test data). **GM** agrees to permit these reports to be presented at ASTM meetings.
- In cooperation with **GM**, maintain a system for disseminating new information concerning the test procedure. The test procedure and all related documents will be available through IHS at [www.ihs.com](http://www.ihs.com).
- Maintain the capability to provide supplemental data analysis as requested by **GM** and industry.
- **GM** will maintain the engine build manual and supporting documents.

## Industry Stake Holder Meetings

- **GM** (or designate) shall serve as chair and secretary for industry stakeholder meetings that will be held at least semi-annually.
- **TMC** will post meeting minutes on the website for industry retrieval.

## Funding

- Start-Up

TMC will bill **GM** on a monthly basis for all travel expenses that are solely for **GM** Oxidation & Deposit test lab visits and industry meetings. If other TMC business is conducted on these trips, **GM** will be billed proportionately to the business conducted.

TMC Internal work related to the **GM** Oxidation & Deposit test will be billed at a rate of \$200/hour on a monthly basis until calibration starts.

- Once Calibration Starts

TMC will bill laboratories so the cost of this project is financially self-supporting and does not draw upon ASTM related funds. The Test Monitoring Board will set and review the funding requirements at least annually.

TMC Internal work related to the **GM** Oxidation & Deposit test not covered by reference oil and laboratory fees will be billed to **GM** at a rate of \$200/hour on a monthly basis

- Reference Oil Procurement

**GM** will provide funding for any reference oil that is not donated.

## Attachment 1

### ARTICLE 2 - PURPOSE

- 2.1 The purpose of the System is to establish, maintain and operate an independent calibration system to ensure that all tests performed using test procedures published by ASTM and/or monitored by the ASTM test Monitoring Center are conducted in a valid manner so that they can be interpreted properly.

The System shall be restricted to monitoring only tests approved by the ASTM test Monitoring Board and ASTM Subcommittee D02.B0.

The evaluation of the service request includes, but is not limited to:

- A. Intent of the test, is it to be used in a standard or specification?
- B. What value does it bring to the industry?
- C. Can existing ASTM Test Monitoring Center resources handle request?
- D. Will the test be available to all testing laboratories?
- E. What are the apparatus calibration criteria?

A company or organization requesting the ASTM Test Monitoring Center to monitor a non-ASTM test method shall enter into an agreement with the ASTM Test Monitoring Center that details the procedures and policies to be followed. The agreement shall be approved by an affirmative vote of at least two-thirds of the Test Monitoring Board and separately two-thirds of Subcommittee D02.B0. A draft of this agreement is shown in Attachment A. This agreement may be modified to address specific requests for services for each test request.

- 2.1.1 An appropriate fee schedule shall be set to cover all ASTM Test Monitoring Center expenses. Attention to building a reserve fund is required to prevent shortfalls in funding. The company or organization requesting the ASTM Test Monitoring Center to monitor a non-ASTM test method is responsible for reimbursing the ASTM Test Monitoring Center of any shortfall in income on a yearly basis (this may be assessed and billed quarterly at the discretion of the TMB). This shortfall shall be settled within 30 days of the ASTM Test Monitoring Center's end of year report.

**Attachment 1 (continued)**

- 2.1.2 The monitoring of test procedures shall be under the review of the ASTM Test Monitoring Board. The test procedures shall follow all required procedures and policies of the ASTM Test Monitoring System (This document). Failure to follow all required procedures and policies can result in withdrawal of the monitoring services for a test procedure. An affirmative vote of at least two-thirds of the Test Monitoring Board membership is required for withdrawal of services.
- 2.1.3 The company or organization shall agree to cover all existing and incurred costs in terminating the ASTM Test Monitoring Center's monitoring services. These costs shall be settled within 30 days of the ASTM Test Monitoring Center's termination report.



## Attachment 2

### GM Oxidation & Deposit Test Monitoring Request

Answers to Article 2.1 Evaluation Questions

Test Monitoring Board

February 1, 2013

### Evaluation of Services

- Intent of the test: Is it to be used in a standard or specification?  
*The oxidation & deposit test will be part of the GM dexos1 and 2 standards, and GM has offered the test for use in ILSAC GF-6.*
- What value does it bring to the industry?  
*The test will evaluate an engine oil's ability to control oxidation induced oil thickening and build-up of high temperature piston deposits. It is offered by a test sponsor that has a proven track record for supporting an industry test through controlled test development, hardware control and on-going monitoring support.*
- Can existing ASTM Test Monitoring Center resources handle request?  
*Yes, the Test Monitoring Board will address any staffing requirements necessary to ensure the success of the monitoring of this project and any new or existing ASTM test monitoring.*

### Evaluation of Services (continued)

- Will the test be available to all testing laboratories?  
*Yes, the test will be available to all labs as is done with the Sequence IIIF/IIIG tests.*
- What are the apparatus calibration criteria?  
*Like other tests under development, no test targets or estimates of precision are currently available. However, the calibration criteria will be based on an LTMS similar to the current IIIG. GM, with assistance from industry statisticians, will develop a system similar to the current IIIG. Once developed, GM will hand the system off to TMC for implementation.*

### Evaluation of Services (continued)

- What is the anticipated guaranteed life of the test and contingency plans to insure parts availability and avoid disruptions in test availability?  
*GM will support this test for the life of the dexos specifications and ILSAC GF-6 category. The designated Central Parts Distributors will be responsible for developing part availability contingency plans.*



From: DeBaun, Heather [Heather.DeBaun@Navistar.com] Sent: Wed 2/13/2013 12:19 PM  
To: Ritchie, Andrew  
Cc: Frank Farber; Romano, Ron (R.); greg.shank@volvo.com  
Subject: RE: REMINDER: TMB Call Today Wed Feb. 13th at 11:00 AM EASTERN - Dial in instructions attached

No problem, Andy.

I approve the motion. Thank you.

*Heather DeBaun*

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**From:** Ritchie, Andrew [<mailto:Andrew.Ritchie@Infineum.com>]  
**Sent:** Wednesday, February 13, 2013 11:04 AM  
**To:** DeBaun, Heather  
**Cc:** Frank Farber; Romano, Ron (R.); [greg.shank@volvo.com](mailto:greg.shank@volvo.com)  
**Subject:** RE: REMINDER: TMB Call Today Wed Feb. 13th at 11:00 AM EASTERN - Dial in instructions attached

Sorry I decided to adjourn a few minutes before you would have come in. The following motion was made by Ron and seconded by Greg.

TMB approves the request described by the services in the attached ballot for TMC to monitor the General Motors Oxidation & Deposit Test Method.

We counted 7 approves and 1 waive (Chris C). I would like to record your vote on this. Email Vote to reply all will suffice.

Thanks

Andy

**From:** DeBaun, Heather [<mailto:Heather.DeBaun@Navistar.com>]  
**Sent:** Wednesday, February 13, 2013 11:31 AM  
**To:** Ritchie, Andrew  
**Subject:** RE: REMINDER: TMB Call Today Wed Feb. 13th at 11:00 AM EASTERN - Dial in instructions attached

Is the call over already? I just tried to dial in.

*Heather DeBaun*

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