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Unapproved Minutes of the December 15, 2003
Sequence III Surveillance Panel Teleconference

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Attendees: Bill Nahumck, Charlie Leverett, Mark Mosher, Gordon Farnsworth, Mike Kasimirsky, Dave Glaenzer, Ed Altman, John Moffa, Dwight Bowden, Jason Bowden, Tom Franklin, Tim Caudill, Pat Lang, Sid Clark, Hanna Murray, Larry Hamilton, Andrew Richie

Meeting was called to order at 11:05 ET on 12-15-03. The agenda consisted of the following items.

Issues from the IIIG Honing Workshop
Editorial change to Form 4 for Sequence III G
Related issues of honing to Sequence III F
Motion for Unanimous Consent
Sequence III G Research Report and Test Procedure

Issues from IIIG Honing Workshop

The meeting started with a brief review by Charlie Leverett of some of the items covered at the Honing Workshop. The conduct of the workshop was smooth and effective and the organizers are to be commended. Concerns were raised that two of the labs have not had their calibration visit by Sunnen as of the time of this teleconference. We need to take this into account when we consider an effective date for implementation. Charlie Leverett made the following motion which was seconded by Dwight Bowden.

Motion 1: *Laboratories shall perform the revised honing process with their next Sequence III G reference calibration test. All laboratories shall have moved to this process no later than 100 days from the acceptance date of this motion by this Surveillance Panel. Once an acceptable reference is completed using this honing process refinement, all future starts (reference and non-reference) shall use this process. Change to this process shall be noted in the comments of the first reference calibration test. It is not required to be noted on any subsequent testing thereafter. The effective date of this motion will be 12/15/2003.*

The motion was discussed and the following items were noted for clarity. All three (3) reference oils are to be used as designated in LTMS during each lab's initial referencing with the refinements to the honing process. Also, OH Technologies will donate the cost of the parts that they supply for these reference tests with the details to be worked out with the individual laboratories.

The motion passed with a vote of 11 for, 0 against and 1 waive.

As a follow-up item related to these refinements, it was brought up how to apply this to Sequence IIIF as each laboratory will be using the same technique for both test types. Sid Clark made the following motion which was seconded by Charlie Leverett.

Motion 2: *All laboratories, upon referencing with the Sequence IIIG honing refinements, shall be able to apply those same honing refinements to Sequence IIIF testing without conducting a Sequence IIIF reference test. Change to the honing process must be noted in the comments of each report for all non-reference tests conducted prior the first Sequence IIIF reference calibration test with the honing refinements. It is not required to be noted on any subsequent IIIF test reports. The effective date of this motion will be 12/15/2003.*

The motion passed with a vote of 11 for, 0 against and 1 waive.

Editorial change to the Sequence IIIG Test Report

Charlie Leverett brought to the panel's attention that on Form 4 of the Sequence IIIG test report, the last reference section still refers to Average Piston Varnish which is no longer a pass/fail parameter. The panel unanimously agreed to direct the TMC to issue revised Form 4 of the Sequence IIIG test report as soon as possible and the panel considers this an editorial change.

Reporting of the MRV Result for the Sequence IIIGA Test

When the chairman issued the motion for unanimous consent on 12-11-03 for revising the Sequence IIIGA reporting of the MRV TP-1 result, the following information was released in the email.

"The TMC is finalizing the Sequence IIIGA data report forms and noticed that we need to add Yield Stress to the noted results for MRV TP-1 on the Test Result Summary Form. The TMC has put Yield Stress in the 'other results' box on Form 4, rather than the 'pass/fail results' box. The TMC has used the following reason; it's not a direct pass/fail result, but is more like Hot Stuck Rings or Oil Consumption. Both of these are 'pass/fail' parameters in the IIIG test and we have put them in the 'other results' box on the Form 4 of the IIIG test. This change to the IIIGA report has been treated in a similar manner."

In order to move the data dictionary and report form process in an expeditious manner, the following Motion for Unanimous Consent to the Sequence III Surveillance Panel was made by the chairman on 12-11-03:

“Form 4 for the Sequence IIIGA Report is to be modified to reflect the possible MRV TP-1 test result that produces a Yield Stress. Yield Stress is to be put in the "other results" box on Form 4 of the Sequence IIIGA report packet. (See attachment.) The MRV TP-1 result on Form 6 of the Sequence IIIGA report packet will reflect a NM when a yield stress is reported.”

If no negative votes are received by Wednesday December 17, 2003, the motion will be considered approved.”

Two concerns were raised during our teleconference. The first being whether we need to retain the same information on Form 6 that was being reported on Form 4. After some discussions, the panel decided not to change Form 6. The second concern deals with the protocol of reporting MRV TP-1 results. The MRV TP-1 procedure, D4684, indicates that when a yield stress is obtained, the actual MRV TP-1 result is not to be reported as it has no relevance. Some customers of the test have requested that the MRV TP-1 results be reported anyway. The panel agreed to the chairman’s comment that we should be reporting the MRV TP-1 result for the Sequence IIIGA test in the format specified in D4684. The panel left it up to the labs discretion about reporting the result.

New Business

IIIG Research Report: The chairman wanted to inform everyone that the Sequence IIIG Research Report and the Sequence IIIG test procedure used to conduct the Precision Matrix has been written and will be issued to the panel by 12-19-03. All Surveillance Panel members are encouraged to thoroughly review both documents and send any comments to Sid Clark by 1-15-04 so we may ballot our approval and obtain a Research Report number for the document.

Engine Assembly Manual: Concerns were expressed about how we document and inform all labs and Surveillance Panel members to changes that we approve to the Engine Assembly Manuals for the Sequence IIIF and IIIG tests. The Surveillance Panel will take up the issue of whether the Engine Assembly Manual should be listed as an Annex in the test procedure or noted in the text of the document at a later date. We also need to develop documentation as to how this information needs to be handled and controlled in the future.

Adjournment

The meeting was adjourned at approximately 11:45 AM. The next meeting will be at the call of the chairman.

William Nahumck

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