

Technical Guidance Committee Report

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Bellevue, WA

April 29th Meeting

- The TGC conducted a meeting on April 29, 2016 in Paulsboro, NJ.
 - This was the first meeting in several years
 - Previous chairs provided their perspectives on the historical activities of the TGC and provided insight on the purpose of the TGC.
 - Recognized the need to get the TGC active again since there are several technical issues that need attention.
 - Minutes from meeting have been posted to TMC website

Draft of TGC Scope

The Technical Guidance Committee is a standing committee under the ASTM Test Monitoring System Executive Committee. The TGC shall consist of the chairmen of the surveillance panels of monitored tests, a representative of each of the test developers/sponsor who are responsible for the test procedures and the Director. The Technical Guidance Committee will advise the Director in technical matters concerning test procedures.

This will involve working with the surveillance panels, test developers, critical parts suppliers, fuel suppliers and testing laboratories across all testing types to improve the repeatability and reproducibility of the test procedures. The TGC will provide guidance for future test developments.

The TGC chairman will liaise with The ACC PAPTG Chair.

Discussion and Action Items

- For further understanding of what has been done in the past, some of the older non-electronic TGC meeting minutes will be scanned and posted on the TMC website for review by those interested.
 - Group agrees that there needs to be some consistency on how test procedures define key test components (parts). Some examples:
 - Critical vs. non-critical
 - First-in-first-out (FIFO)
 - Minimum quantity of parts inventory at CPD and OEM
- Action:** TGC to work on creating a document to outline best practices for handling test hardware.

Discussion & Action Items (cont'd)

- In HD testing, raters go through the calibration process but do not take action based on their rankings as is done with the PCMO raters.
 - **Action:** TGC Chairman to ask HD Surveillance Panel Members to consider adopting the methods used by the PCMO group.
- A Test Fuel Task Force was formed previously and has not met since 2011. This group will be asked to reconvene to review the many issues that have arose regarding fuel supply, fuel specifications in the procedure and further defining the fuel approval process for specific test types.
 - Example: VG has a defined protocol for the sludge fuel approval process but it is not spelled out in the procedure. This procedure will be added to the ASTM standard for the VG and should be considered for others.

Discussion and Action Items (cont'd)

- The LCTWG initiated a discussion on how to properly handle material substitutions within the guidelines of ASTM. It is not well defined and being done differently amongst test procedures. Some items to consider:
 - Performance specification vs. supplier name (sole source supplier)
 - Component blueprint vs. supplier part number
- Action**: Work towards creating some standard wording documenting how to handle substitutions.

Discussion & Action Items (cont'd)

- There is a lot of uncertainty around the definition of a test being unavailable and the proper protocol for declaration . This is an area that needs further clarification.

Action: The TGC to review any existing documentation regarding test unavailability and make recommendations on how to clearly define and document the protocol.

Summary

- Several new action items have been identified as a result of the recent meeting.
- TGC Chairman to assign tasks as appropriate to get the action items addressed.
- Next meeting planned to be called later this summer.