ASTM TEST MONITORING BOARD MEETING December 6, 2010

Hyatt Regency Jacksonville Riverfront

Jacksonsville, FL

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CALL TO ORDER

ASTM D02.B0.08, the Test Monitoring Board, met on Monday, December 6, 2010 at 5:00 p.m. in the Hyatt Regency Jacksonville Riverfront in Jacksonville, Florida. There were seven voting members, seven non-voting members, and two visitors present in person. One voting member, Ron Romano participated via conference call. The attendance list is shown as Attachment A. The minutes from the June 28, 2010 meeting were approved. The agenda is shown as Attachment B.

MEMBERSHIP

The TMB voting membership was reviewed (see Attachment C).

ADMINISTRATIVE GUIDANCE COMMITTEE

Chris Castanien presented the Administrative Guidance Committee report (see Attachment D). Mary Graham has resigned from the AGC. Chris requested a volunteer to fill the seat from the membership specifically from a laboratory company. Bill Lam from Afton agreed to find someone within Afton to participate on the AGC. Joe Franklin offered to forward AGC membership tasks to Bill. Chris then finished the AGC report. The report was accepted as shown.

TECHNICAL GUIDANCE COMMITTEE

Bill Buscher presented the Technical Guidance Committee (TGC) report (Attachment E). The TGC has forwarded the new LTMS to the surveillance panels for their review. The TGC development of a "best practices in lubricant test development" document has been stalled because of the new LTMS activity. Work will be started on this document as soon as the new LTMS activity ceases. A Fuel Task Force meeting is planned in January to coincide with Sequence III and VID meetings in San Antonio. Bill's report was accepted as shown.

TEST MONITORING CENTER

Frank Farber presented the TMC report (see Attachment F). Retirements are planned for January 2011 for two long-time TMC staff members, Barbara Parker (24 years) and Ellen Young (21 Years). Colleen

Barry will be replacing Ellen as TMC Accountant. A replacement for Colleen in the Computer Group will be filled shortly. Given the absence of any new test development for the foreseeable future, Barbara Parker's position will not be filled. The number of TMC staff for 2011 will be 14 after the retirements.

The nominating committee will be electing 4 members to 2-year terms shortly.

Fifteen information letters were successfully balloted this period.

The work associated with the ACC Monitoring Agency and ATC European Registration Centre has been progressing successfully. Discussion about renewing the contract will begin in the 1st Quarter of 2011.

DATA COMMUNICATIONS COMMITTEE

Frank Farber reported that the Data Communications Committee did not meet during the past six months. The only current activity of the DCC is beta testing of report packet revisions.

OLD BUSINESS

Andy Ritchie discussed the 2 negative votes received on the Subcommittee B ballot 10-4 that revised the ASTM Test Monitoring System Rules & Regulation document (Attachment E). Andy felt that Jerry Gropp's (Lubrizol) and Robert Stockwell's (Conoco) negative comments were similar and could be addressed by having Lubrizol develop revised wording for the TMB to review in 2011. Jerry and Chris agreed to develop new wording.

NEW BUSINESS

There was no new business.

NEXT MEETING

The next meeting is scheduled for June 20, 2011 Baltimore, MD.

ADJOURNMENT

The meeting was adjourned at approximately 6:30 p.m.

Respectfully submitted, Frank M Farber

Frank M. Farber, Secretary ASTM Test Monitoring Board

FMF/fmf Attachments

Attachment A Page 1 of 5

ASTM TEST MONITORING BOARD MEETING

December 6, 2010 Hyatt Regency Jacksonville Riverfront Jacksonville, FL

Voting Members

NAME	COMPANY AND ADDRESS	PHONE NUMBER E-MAIL ADDRESS FAX NUMBER	PRESENT
Hind Abi-Akar	Caterpillar, Inc. Old Galeena Road Building H3000 Mossville, IL 61552-3000	Phone: (309) 578-9553 e-mail: <u>abi-akar hind@cat.com</u> FAX: (309) 578-1485	MA.
Chris Castanien AGC Chairman	The Lubrizol Corporation 29400 Lakeland Boulevard Wickliffe, OH 44092	Phone: (440) 347-2973 e-mail: cca@lubrizol.com FAX: (440) 944-8112	Cl
Heather DeBaun	International Truck & Engine Corp 10400 W. North Avenue Melrose Park, IL 60160	Phone: (708) 865-3788 e-mail: heather.debaun@navistar.com FAX: (708) 216-0680	
William Lam	Afton Chemical Corporation 500 Spring Street P.O. Box 2158 Richmond, VA 23218-2158	Phone: (804) 788-5236 e-mail: <u>bill.lam@aftonchemical.com</u> FAX: (804) 788-6388	W
Norbert Nann	Nann Consultants, Inc. 59 Edgehill Drive Wappingers Falls, NY 12590	Phone: (845) 297-4333 e-mail: <u>norbnann1@aol.com</u> FAX: (845) 297-4333	M
Andrew Ritchie	Infineum USA, L.P. 1900 East Linden Avenue Linden, NJ 07036-0536	Phone: (908) 474-2097 e-mail: <u>andrew.ritchie@infineum.com</u> FAX: (908) 474-3637	K.
Ron Romano	FCSD, Service Product Dev, SEO Diagnostic Service Center II Room 410 1800 Fairlane Drive Allen Park, MI 48101	Phone: (313) 845-4068 e-mail: rromano@ford.com FAX:	
Greg Shank	Volvo Powertrain 13302 Pennsylvania Avenue Hagerstown, MD 21742	Phone: (301) 790-5817 e-mail: <u>greg.shank@volvo.com</u> FAX: (301) 790-5815	J. A. S.
Matthew Urbanak	Shell Global Solutions US Westhollow Technology Center 3333 Highway 6 South Houston, TX 77082	Phone: (281) 544-9277 e-mail: <u>matthew.urbanak@shell.com</u> FAX: (281) 544-8150	Dan Avy

ASTM TEST MONITORING BOARD MEETING

December 6, 2010 Hyatt Regency Jacksonville Riverfront Jacksonville, FL

Non-Voting Members

NAME	COMPANY AND ADDRESS	PHONE NUMBER E-MAIL ADDRESS FAX NUMBER	PRESENT
Galen Greene L-37	The Lubrizol Corporation 29400 Lakeland Boulevard Wickliffe, OH 44092-2298	Phone: (440) 347-2394 e-mail: galen.greene@lubrizol.com FAX: (440) 347-4096	
Don Bell OSCT	Afton Chemical Corporation 500 Spring Street PO Box 2158 Richmond, VA 23218-2158	Phone: (804) 788-6332 e-mail: don.bell@aftonchemical.com FAX: (804) 788-6243	
William Buscher, III Sequence IVA TGC Chairman G. E. Callis	Southwest Research Institute 6220 Culebra Road San Antonio, TX 78228-0510 Spectrum Corporation	Phone: (210) 522-6802 e-mail: <u>wbuscher@swri.org</u> FAX: (210) 684-7523 Phone: (561) 337-5060	WAB
Two-Stoke Cycle	1523 SE Prestwick Lane Port St. Lucie, FL 34952-6038	e-mail: <u>ecallis@spectrumcorporation.com</u> FAX: (561) 337-5061	
Mark Cooper T-8/T-8E, T-11, T-12	Chevron Oronite Company, LLC 4502 Centerview Drive, Suite 210 San Antonio, TX 78228	Phone: (210) 731-5606 e-mail: <u>mawc@chevrontexaco.com</u> FAX: (210) 731-5699	
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Frank Farber TMC	ASTM Test Monitoring Center 6555 Penn Avenue Pittsburgh, PA 15206-4489	Phone: (412) 365-1030 e-mail: fmf@astmtmc.cmu.edu FAX: (412) 365-1030	
Joe Franklin Subcommittee B	Intertek Automotive Research 5404 Bandera Road San Antonio, TX 78238-1933	Phone: (210) 523-4671 e-mail: joe.franklin@intertek.com FAX: (210) 681-8300	12
Fred Gerhart Sequence VIII	Southwest Research Institute 6220 Culebra Road San Antonio, TX 78228-0510	Phone: (210) 522-3842 e-mail: fgerhart@swri.org FAX: (210) 684-7523	
Dave Glaenzer Sequence IIIF/IIIG	Afton Chemical Corporation 500 Spring Street, P.O. Box 2158 Richmond, VA 23218-2158	Phone: (804) 788-5214 e-mail: dave.glaenzer@aftonchemical.com FAX: (804) 788-6358	
John Glaser Intertek	Intertek Automotive Research 5404 Bandera Road San Antonio, TX 78238-1933	Phone: (210) 647-9459 e-mail: john.glaser@intertek.com FAX: (210) 684-6074	
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Jim Gutzwiller C13	Infineum USA, L.P. 4335 West Piedras Drive, Suite101 San Antonio, TX 78228	Phone: (210) 732-8132 x13 e-mail: <u>andrew.ritchie@infineum.com</u> FAX: (210) 732-8480	
Rick Hartman D874, HT Foam	The Lubrizol Corporation 29400 Lakeland Blvd. Wickliffe, OH 44092-2298	Phone: (440) 347-8528 e-mail: <u>rick.hartman@lubrizol.com</u> FAX: (440) 347-8061	

Attachment A Page 3 of 5

ASTM TEST MONITORING BOARD MEETING

December 6, 2010 Hyatt Regency Jacksonville Riverfront Jacksonville, FL

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Jerry Gropp B03 Chairman	The Lubrizol Corporation 29400 Lakeland Boulevard Wickliffe, OH 44092	Phone: (440) 347-1223 e-mail: <u>ilg@lubrizol.com</u> FAX: (440) 347-1555	JSS

ASTM TEST MONITORING BOARD MEETING

December 6, 2010 Hyatt Regency Jacksonville Riverfront Jacksonville, FL

NAME	COMPANY AND ADDRESS	PHONE NUMBER E-MAIL ADDRESS FAX NUMBER	PRESENT
Cory Koglin L-42	Afton Chemical Corporation 500 Spring Street P.O. Box 2158 Richmond, VA 23218-2158	Phone: (804) 788-5305 e-mail: cory.koglin@aftonchemical.com FAX: (804) 788-6358	
Charlie Leverett Sequence VIB/VID	Intertek Automotive Research 5404 Bandera Road San Antonio, TX 78238-1933	Phone: (210) 647-9422 e-mail: charlie.leverett@intertek.com FAX: (210) 523-4607	
Jim McCord 1K, 1N, 1P, 1R, 1M-PC	Southwest Research Institute 6220 Culebra Road San Antonio, TX 78228-0510	Phone: (210) 522-3439 e-mail: <u>imccord@swri.edu</u> FAX: (210) 523-6919	fm
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Ken Pearson ASTM International	ASTM 100 Barr Harbor Drive West Conshohocken, PA 19428	Phone: (610) 832-9672 e-mail: <u>kpearson@astm.org</u> FAX: (610) 832-9666	
Gil Reinhard CBT, HTCBT	Intertek Automotive Research 5404 Bandera Road San Antonio, TX 78238-1933	Phone: (210) 523-4674 e-mail: gil.reinhard@intertek.com FAX: (210) 681-8300	
Dale Smith L-33-1	PARC Technical Service, Inc. 100 William Pitt Way Pittsburgh, PA 15238	Phone: (412) 826-5051 e-mail: <u>dbs@usaor.net</u> FAX: (412) 826-5443	
Robert Stockwell RFWT	ConocoPhillips Company RW 4573 P.O. Box 1267 1000 South Pine Street Ponca City, OK 74602-1267	Phone: (580) 767-6894 e-mail: robert.t.stockwell@conocophillips.com FAX: (580) 767-4534	
Stefan Von Lukawiecki D5800, D6417	Safety-Kleen Canada, Inc. 300 Woolwich Street South Breslau, Ontario N0B 1M0 CANADA	Phone: (519) 648-2291 e-mail: svonluka@safety-kleen.com FAX: (519) 648-2033	
Ben Weber B01 Chairman	Southwest Research Institute 6220 Culebra Road San Antonio, TX 78228-0510	Phone: (210) 522-5911 e-mail: <u>bweber@swri.edu</u> FAX: (210) 648-7523	BW

Attachment A Page 5 of 5

ASTM TEST MONITORING BOARD MEETING

December 6, 2010
Hyatt Regency Jacksonville Riverfront
Jacksonville, FL

<u>Visitors</u>

NAME	COMPANY AND ADDRESS	PHONE NUMBER E-MAIL ADDRESS FAX NUMBER	PRESENT
WIKE WOWITTAN	MLM CONSULTING	MM-MILLAN 123 OF COMCASTANET	. 1
Jimhinden	LINDEN Consultingle TOTAL LUBRICANTS-USA	248-321-5343 LINDENSIMO AURMAN. COM	4
Jim Linden Dan Arcy	Shell 3333 Huy 6th S. Host	dan, aray @ shell, com on 281,544,6586	i,

ASTM TEST MONITORING BOARD MEETING Monday – December 6, 2010 5:00 - 6:30 PM Hyatt Regency Jacksonville Riverfront Jacksonville, FL

AGENDA

- 1. Call to Order
- 2. Approval of June 28, 2010 Minutes
- 3. Membership
- 4. Receive, Accept and Take Action on Reports
 - Administrative Guidance Committee Chris Castanien
 - Technical Guidance Committee Bill Buscher III
 - Test Monitoring Center Frank Farber
 - Data Communications Committee Frank Farber
- 5. Ballots Frank Farber
- 6. Old Business Rules & Regulation Ballot
- 7. New Business
- 8. Next Meeting
 - Monday June 19, 2011 Baltimore, MD
- 9. Adjournment

TMB Voting Members

<u>Users</u> <u>Current Term Ends</u>

Hind Abi-Akar December 2011
Heather DeBaun December 2011
Ron Romano December 2010
Greg Shank December 2010

Producers

Chris Castanien

Bill Lam

Andy Ritchie

Matt Urbanak

December 2011

December 2011

December 2010

General Interest

Norbert Nann December 2010

Officers

Chairman Andy Ritchie
Vice Chairman Chris Castanien

Secretary Frank Farber (TMC Administrator)
Treasurer Chris Castanien (AGC Chairman)

AGC Semi-Annual Report to the Test Monitoring Board

June 2010

То

December 2010

December 6, 2010

AGC Membership

■ Chris Castanien Lubrizol (Chair)

John Glaser Intertek Automotive Research

■ Mary Graham ConocoPhillips

■ Dave Bradley ASTM

■ Ben Weber Southwest Research Institute

Frank Farber
 TMC (Non-Voting)

Membership Changes?

Mary Graham has resigned

AGC Responsibilities

- Advise the TMC Administrator on general business activity
- Advise the TMC Administrator in finalizing the annual budget, manpower requests and contract recommendations
- Prepare an annual evaluation and salary recommendations of the TMC Administrator and Staff for presentation to the Board

TMC Fiscal Performance

Fiscal Year 2002 -\$281,647
 Fiscal Year 2003 -\$182,640

Fiscal Year 2004 -\$205,293
 Fiscal Year 2005 \$125,648

Fiscal Year 2006 \$124,141
Fiscal Year 2007 \$177,815
Fiscal Year 2008 \$70,864

Fiscal Year 2009 \$469,773
Fiscal Year 2010 \$313,700*

* Projected

FY 2010 TMC Projected Performance

- FY 2010 will be 11 months so that the FY can be adjusted to match ASTM headquarters FY Jan 1 - December 31
- Projected expenses are below budget
- Projected income is above budget
- Projecting a surplus of > \$313,000
- Two staff members are retiring 1/2011.
 One will be replaced.

FY 2010 TMC Projected Performance

Line Item	2009 EOY	2010 Budget ²	2010 Projected ²
Total Expenses	\$1,991,565	\$2,002,000	\$1,998,400
Revenues	\$2,394,159	\$2,053,200	\$2,312,100
Revenue - Expense	\$402,593	\$51,200	\$313,700
Interest	\$28,031	\$29,000	\$34,000
Net	\$430,625	\$80,200	\$347,700
Reserves	\$3,519,637	\$3,599,837	\$3,867,337
Months Reserve	19.4	19.8	21.0
Fee Adjustments	None	None	None
New Tests	GF-5	None	None
Reg. FT Headcount	14	15	15

1 Values from auditreport adjusted for 11 month fiscal year 2 Decedon 11 month fiscal

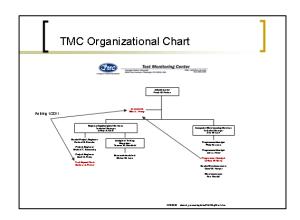
TMC Forecast - FY 2010 Assumptions

Salary increases, 3.0% (2010, 2011, 2012)

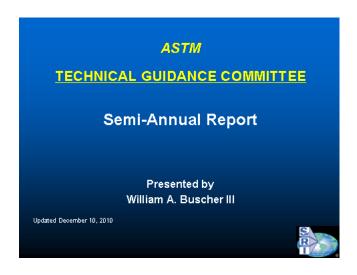
- Benefits (fringe)
 - 0 28.4% (2010)
 - 0 29.0% (2011)
 - 0 29.4% (2012)
- The absence of a new diesel oil specification within the next 5 years is a concern
- Continued participation in new tests
- Minimum six-months reserve at all times

TMC 2011-2013 Budget

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TGC Semi-Annual Report

Conducted a face-to-face joint meeting with the LTMS task force on February 25, 2010.

Assignments:

Develop "best practices in lubricant test development" document.

Chair extremely busy with attempts to keep HD tests going.

No progress to-date has been made other than work on LTMS 2, which chair considers a component of "best practices".

Chair indicated that the task force to convene once LTMS 2 work has been completed.

TGC Semi-Annual Report

- Assignments Cont'd:

- Create a test fuel task force to include TMC, fuel suppliers, and SP chairmen.

- Meeting scheduled for 1/20/11, coinciding with the Seq. III and VI Surveillance Panel meetings in San Antonio.

TGC Semi-Annual Report LTMS 2 Update: As per TMB request, TGC continues to monitor LTMS 2 progress. LTMS 2 open forum conducted on 5/11/10. Weekly HD LTMS 2 conference calls have occurred for 16+ calls. LTMS 2 task force for VID has met and submitted a recommendation to Seq. VI Surveillance Panel for review. Seq. VI Surveillance Panel meeting scheduled for 1/18/11 to discuss LTMS 2 recommendation.

TGC Semi-Annual Report

LTMS 2 Update Cont'd:

LTMS 2 task force for IIIG has met and submitted a recommendation to Seq. III Surveillance Panel for review.

Seq. III Surveillance Panel meeting scheduled for 1/19/11 to discuss LTMS 2 recommendation.

LTMS 2 task forces for IVA and VG plan to convene in 2011 once decisions have been made on LTMS 2 for IIIG and VID.



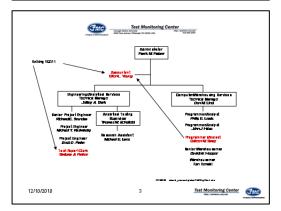
Administrative /Financial

- The audit for the period February 1, 2010 December 31, 2010 is scheduled for February 2011. The audit will be based on an 11 month fiscal year so that the TMC fiscal year can be aligned with ASTM headquarters fiscal year start of January 1 of January 1.
- · The current financial status of the TMC will be part of the Administrative Guidance Committee report.

12/10/2010

Test Monitoring Center





Administrative /Financial

- · The contract between ASTM and Carnegie Mellon University (CMU) was renewed for three years on February 1, 2010.
- · CMU has finished the refurbishment of the TMC office space. The office area has been re-painted, re-carpeted and new signage installed.

Test Monitoring Center



Administrative /Financial

· Development has started on an on-line ordering system for reference oils that are not part of the normal TMC reference system. Areas to be featured are Diesel Fuel Lubricity, Elastomer - SF105, SSCT, and Homogeneity and Miscibility in Automotive Engine Oils.

Test Monitoring Center



Administrative /Financial

- · The TMC's internal software infrastructure has been overhauled over the last six months. New Invoicing, shipping and mailing list applications have been rewritten and are now web based.
- · The TMC website is planned to have increased services added in 2011.





TMB Elections

• The nominating committee will be electing 4 board members to 2-year terms shortly.





Information Letters

- · 15 Information Letters were balloted.
- 3 Information Letters passed Sub B ballot (10-3,10-4)
- · 12 Information Letters are included in Sub B ballot 10-5 which closes December 4th.

Test Monitoring Center



Reference Oil Shipping

• The TMC shipped 68 different reference oils to fill 170 shipment requests for a total of 1,457 individual oil samples.





Reference Oil Procurement

Test Type	Oil Code	Quantity (gallons)
OSCT	169	275
HTCT	155-1	495
TEOST	75	10
ROBO/IIIG	435-2	550
IIIG/VID/IVA	1010	1100





Calibration Test Reporting

• During the period from June 1, 2010 to December 1, 2010, 2049 calibration tests were reported to the TMC.





Other Items

· ACC-MA/ATC-ERC these projects are now in their third year of the four-year contract period. The work continues to progress successfully. ACC has agreed to start discussions with the TMC about the future contract during the 1st quarter of 2011.

Test Monitoring Center



ASTM Rater Certification

 The TMB approved action to permit a VOLUNTARY ASTM rater certificate program option for Rating Workshops starting with the April 2011 workshop





Negative

Date: 8/9/2010

Ballot Number: D02.B0 (04-10) Close Date: AUGUST 16, 2010

Item Number: 002 approved amendment to 6.3.4

(REFERENCE 00982A)

TECHNICAL CONTACT: Frank M Farber

fmf@astmtmc.cmu.edu

(412) 365-1030

Member's Name: Jerrold L Gropp

Address: The Lubrizol Corporation

29400 Lakeland Blvd WICKLIFFE OH 44092

Phone Nr: 4403471223 Fax Nr: 4403471555

Email Address: jerrold.gropp@lubrizol.com

File Attachment:

Statement:

It is my understanding that the Test Monitoring Board has a desire to document the circumstances under which calibration of a test stand may be revoked. While this is an admirable goal, it is important to insure that doing so does not inadvertently reduce the obligation that a testing laboratory has to conduct a standardized performance test in accordance with the published test procedure. I am quite concerned that the proposed amendment may have this affect.

The lubricant industry invests a significant amount of time and money towards the development of standardized performance tests. Once such a test has been developed, it is crucial that all test laboratories conduct this test in accordance with the published test procedure. This is an absolute necessity if we are to insure that the results obtained in every test stand at every test laboratory are in agreement with each other, and that the results obtained are representative of the true performance of the lubricant under evaluation. At the same time, I recognize that there may be instances in which a small deviation from the published test procedure will occur, and that such a deviation may not have a measurable affect on the results of the test. Because of this, I support the provision in the proposed amendment which indicates that the Administrator of the Test Monitoring Center has the authority to investigate issues related to procedural deviations, and to take appropriate action regarding the calibration status of any affected test stand(s). I believe that it might even be useful to expand upon this point, and to note that each situation is unique and that any such occurrences must and will be addressed on a case-by-case basis. I believe that it would also be desirable to indicate that the Administrator can and should look at the situation from a practical perspective as he deliberates on what action to take regarding the calibration status of any affected test stand(s).

Having identified the positive aspects of the proposed amendment, I must also comment on two areas of concern. One of these is my belief that the proposed amendment may relieve a test

Attachment E 2 of 3

laboratory of their responsibility to conduct a standardized performance test in accordance with the published test procedure, provided that their failure to do so is perceived as being anything other than deliberate. I do not agree with this concept. I feel that a test laboratory has an obligation to conduct each and every test in accordance with the published test procedure, and if it is determined that they have not regardless of whether their failure to do so was deliberate or inadvertent - corrective action must be taken. My second concern is that it appears to me that the proposed amendment will assign the Test Monitoring Center the responsibility of determining if a test laboratorys reason for not running a test in accordance with the published test procedure was or was not due to wrongful intent. I believe that this is going to be an extremely difficult, time-consuming, and costly task for any organization to accomplish. I do not believe that such an investigation falls within the role and responsibility of the Test Monitoring Center, nor do I believe that they have the resources available to undertake such an investigation.

Given my concerns on this matter, I find it necessary to vote against adoption of the proposed amendment.

Jerrold L. Gropp

Attachment I	=		
3 of 3			

Negative

Date: 8/17/2010

Ballot Number: D02.B0 (04-10) Close Date: AUGUST 16, 2010

Item Number: 002 approved amendment to 6.3.4

(REFERENCE 00982A)

TECHNICAL CONTACT: Frank M Farber

fmf@astmtmc.cmu.edu

(412) 365-1030

Member's Name: Robert T Stockwell

Address: Conoco Phillips

2116 Juanito

PONCA CITY OK 74604

Phone Nr: 5807676894 Fax Nr:

Email Address: robert.t.stockwell@conocophillips.com

File Attachment:

Statement:

The first sentence should be changed to something like "The TMC shall audit laboratory procedures in an attempt to ensure...", since the TMC does not have the manpower to ensure that every test is run properly.

The last sentence of the second paragraph should be deleted, or at the very least the word "only" must to be deleted. Our industry does not deal well with retroactivity, for many good reasons. Since wrongful intent would be difficult to prove, I believe that this statement serves no useful purpose.

In the recent issue, the reversed thermocouples did not statistically significantly change the test results, and I am Ok with accepting the candidate results from these engine tests. However, there was a case in the past where the wrong diesel fuel injector tips were used, with no wrongful intent, which did shift test results mild. If something like this were to happen under the TMC watch I would expect the test results to be invalidated. This motion could prevent the TMC from doing their job.