



Test Monitoring Center

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MEMORANDUM: 07-023
DATE: May 21, 2007
TO: ASTM Test Monitoring Board
FROM: John L. Zalar
SUBJECT: ASTM TMC Semiannual Report

ADMINISTRATIVE/FINANCIAL

The TMC financial audit for the period February 1, 2006 through January 31, 2007 was completed in April by Lally, Lally & Co. LLC. The outcome of the audit was favorable. A copy of the audit report has been electronically distributed to the Test Monitoring Board. The current financial status of the TMC will be part of the Administrative Guidance Committee report.

There have been no personnel changes since the last report and TMC staffing remains at 13 regular full-time employees. The current TMC organizational chart is shown in Attachment A.

The contract between ASTM and Carnegie Mellon University (CMU) was renewed on February 1, 2007. ASTM and CMU attorneys worked together on updated language in several sections of the contract dealing with liability issues. As the expiration date of the previous contract drew near, CMU and ASTM reached agreement on a new contract with a term one-year. The rates that determine the amount of overhead paid to CMU remained unchanged from the previous three contracts (13 years). Both sides indicated a desire to have a longer term contract on the next renewal.

INFORMATION LETTERS

Information letter activity continues to be high. The following 20 information letters have been issued by the TMC since the last report.

<u>Information Letter</u>	<u>Date Issued</u>
Sequence IIIF No. 06-4	11/20/06
Sequence IIIF No. 07-1	3/19/07
Sequence IIIG No. 06-4	11/20/06
Sequence IIIG No. 07-1	3/19/07
Sequence VIG No. 06-2	11/21/06
Sequence VIII No. 06-1	10/24/06
C13 No. 07-1	2/14/07
C13 No. 07-2	4/2/07
ISB No. 06-1	12/18/06
ISB No. 07-1	2/2/07

<u>Information Letter</u>	<u>Date Issued</u>
ISM No. 07-1	2/8/07
ISM No. 07-2	4/2/07
T-8 No. 06-1	12/13/06
T-8 No. 07-1	2/1/07
T-11 No. 06-4	12/13/06
T-11 No. 07-1	2/1/07
T-12 No. 07-1	2/1/07
L-33-1 No. 07-1	3/12/07
L-33-1 No. 07-2	4/26/07
L-42 No. 06-4	12/15/06

Three of the letters, Sequence IIIF 07-1, Sequence IIIG 07-1, and ISM 07-2 required pre-balloting within Subcommittee B prior to issuance. The Sequence IIIF and IIIG letters dealt with the creation of the “viscosity only” versions of the tests, as requested by the HDEOCP. The ISM letter dealt with a controversial change to reference testing requirements. All three letters passed the Subcommittee B ballot (07-01) with no negatives. ISM 07-2 received one abstain with comment. The comment was acknowledged but did not require any specific action.

The remaining seventeen letters are on the regular Spring Subcommittee B information letter ballot (07-03). The results of this ballot will be reported at the TMB meeting on June 18, 2007.

TMB ELECTIONS

Subcommittee B ballot 07-02 resulted in the elections of Matt Urbanak, Hannah Murray, Bill Lam, Greg Shank, and Norbert Nann to two-year terms starting January 1, 2007. There was one negative vote received. The chairman of the TMB Nominating Committee contacted the voter and the negative vote has been withdrawn.

NEW REFERENCE OILS

The following reference oils were received and processed by the TMC during the period from November 1, 2006 to April 30, 2007.

<u>Test Type</u>	<u>Oil Code</u>	<u>Quantity (gallons)</u>
VIB	538-1	575
EOWT	77-1	275

During this same time period, the TMC made 220 shipments of reference oils containing a total of 1,972 individual oil samples.

CALIBRATION TEST REPORTING

During the period from November 1, 2006 to April 30, 2007, 1671 calibration tests were reported to the TMC. Virtually 100% of all tests reported to the TMC are now transmitted electronically.

JLZ/jlz

Attachment

c: ftp://ftp.astmtmc.cmu.edu/docs/test_monitoring_board/TMC-6-2007.pdf

Distribution: Email

Attachment A

