



Description of ICC-ES Evaluation Committee Hearing Process and Flowchart

2024

Evaluation Committee Hearings

- The ICC-ES Evaluation Committee conducts open public hearings on proposed new and revised Acceptance Criteria concerning products regulated by the ICC codes.
- The Acceptance Criteria establish technical requirements for issuance of ICC-ES evaluation reports, which in turn are intended for use by code officials in determining product compliance with applicable codes.
- **Acceptance Criteria are copyrighted and developed solely for ICC-ES purposes** and are not intended for use by others except in conjunction with ICC-ES reports.

Evaluation Committee Hearings

- The Evaluation Committee is composed of representatives of agencies that enforce building regulations and is an objective body with no special interests.
- An affirmative vote by the Committee, on a proposed Acceptance Criteria, represents the Committee's sense that the Acceptance Criteria meets the needs of code officials who enforce building regulations. Since all parties are able to provide input through the hearing process, ICC-ES Acceptance Criteria reflect the needs of the industry as well as code officials.
- The role of the ICC-ES staff is to prepare draft Acceptance Criteria, respond to questions raised by hearing participants and make recommendations as requested by the Committee.

Evaluation Committee Hearings

These slides present a general outline of how the hearings are conducted.

MEETING CALLED TO ORDER



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COMMITTEE AND
STAFF INTRODUCTIONS



continued

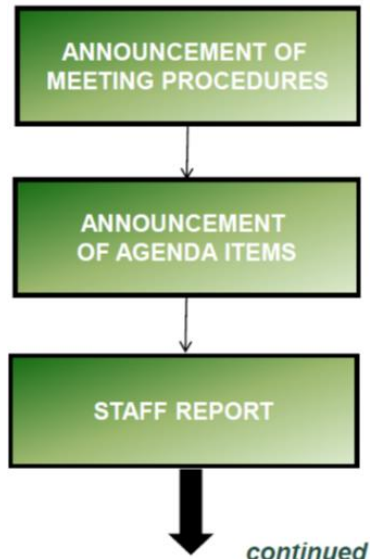
- Copies of staff letters, memos, comments received, rebuttals and presentations on the proposals are available on the ICC-ES website.

<https://icc-es.org/evaluation-report-program/acceptance-criteria/acceptance-criteria-development/>

- Comments, rebuttals and presentations must be received by the deadlines posted on the ICC-ES website in order to be considered.

Evaluation Committee Hearings

These slides present a general outline of how the hearings are conducted.



- Hearings may be in-person or via Webex virtual meetings.
- For in-person meetings, a green speaker card must be completed by each speaker and put in the container at the podium when coming to speak. For virtual meetings, all participants must register online to participate and to speak.
- Items are discussed in the order on the final agenda. No changes to the order are permitted.
- ICC-ES staff assigned to the Acceptance Criteria will present the item, note all written comments received and discuss any further revisions to the Acceptance Criteria proposal based on the comments received.

Evaluation Committee Hearings

These slides present a general outline of how the hearings are conducted.

HEARING IS OPENED
FOR PUBLIC COMMENTS

HEARING IS CLOSED
WHEN ALL SPEAKERS
HAVE BEEN HEARD



continued

- Speakers are required to identify themselves and their affiliation each time they approach the microphone to speak as the hearings are recorded.
- All persons wishing to speak will be heard. However, written public comments shall be submitted during the public comment period to ensure that ICC-ES staff and proponents have sufficient time to research and respond appropriately. Comments received at the hearing that could have been submitted during the public comment period but *were not*, may not be considered by the ICC-ES evaluation committee.
- Speakers should limit discussion to the topic and to new information related to the topic.
- All discussion must be through the Committee Chair.
- Any presentations must be submitted to ICC-ES by the deadline posted on the ICC-ES website. All presentations must be in Powerpoint format.
- For in-person meetings, visual equipment is provided.

Evaluation Committee Hearings

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STAFF IS ASKED FOR A RECOMMENDATION

HEARING IS REOPENED FOR AUDIENCE COMMENT OF STAFF RECOMMENDATION

MOTION IS MADE BY COMMITTEE

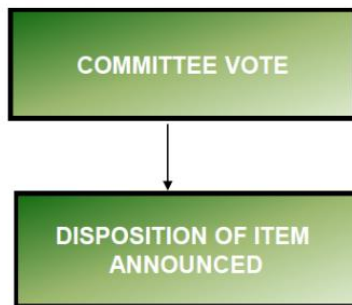


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- Possible ICC-ES staff recommendations are Approval or Approval with Revisions. A recommended implementation date shall also be included.
- Audience comments on the ICC-ES staff recommendation shall be limited to that subject.
- After the staff recommendation, the Committee discusses the testimony and may ask questions of the ICC-ES staff or speakers. Responses shall be limited to the questions asked as determined by the Chair.
- Discussion by the Committee is limited to information derived through the hearing.
- Possible motions by the Committee are Approval, Approval with Revisions, Disapproval or Further Study. Any approval will include an implementation date.

Evaluation Committee Hearings

These slides present a general outline of how the hearings are conducted.



- Decisions are based on a majority vote of the Committee.
- ICC-ES staff letters and proposed Acceptance Criteria are available on the ICC-ES website at least 30 days before a hearing.
- ICC-ES staff memos regarding proposed Acceptance Criteria are available on the ICC-ES website before a hearing.
- All meetings are recorded.



Family of Solutions

