



CHANGE PROPOSALS (related Information)

Change proposals may be submitted at any time. Substantive changes to a document or portions thereof that are processed under the continuous maintenance option shall undergo the same due process procedures as revisions under periodic maintenance.

Responding to the Proposer

The Chair or staff committee responder shall draft a recommended response, including any potential changes to the standard and submit it to the Standards Development Committee. The proposal will be addressed relative to schedules when the Standards Development Committee is in session or can be convened in a timely and complete manner.

Options for Standards Development Committee responses are limited to:

- a) proposed change accepted for public review without modification;
- b) proposed change accepted for public review with modification;
- c) proposed change accepted for further study; and
- d) proposed change rejected.

The Chair shall ensure that the approved committee response is conveyed to the proposer within thirteen months of receipt of the proposed change.

Thank you for your interest in contributing to the important work of our committees. Should you have any questions or require further information, please feel free to reach out at standards@aarst.org or 202-830-1110.

Sincerely,
Standards Assistance Team