**Email proposals in Microsoft Word format to** [**info@ncwm.com**](mailto:info@ncwm.com) **by August 15, 2023.**

Each regional association will hold hearings on proposals in the fall. See meeting dates at www.ncwm.com/meetings. If any region deems that the item has merit, the region will forward the item to NCWM for national consideration. For more information on the Form 15 process, visit [www.ncwm.com/standards-dev](http://www.ncwm.com/standards-dev).

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| **GENERAL INFORMATION** | | | | | | | |
| **1. Proposal to:** | | | | | | | |
| \_\_ Laws & Regulations \_\_ Specifications & Tolerances \_\_ Professional Development \_\_ Board of Directors \_\_ NTEP Committee | | | | | | | |
| **2. Submitter’s Name:** | | | | | **3. Date:** | | |
|  | | | | |  | | |
| **4. Submitter’s Organization:** | | | **5. Address:** | | | | |
|  | | |  | | | | |
| **6. City:** | | **7. State:** | | | | **8. Zip Code:** | **9. Country:** |
|  | |  | | | |  |  |
| **10. Phone Number:** | **11. Fax Number:** | | | **12. Email Address:** | | | |
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| **PROPOSAL INFORMATION** | | | | | | | |
| **13. Purpose:** Concise statement as to the intent or purpose of this proposal, such as problem being fixed.  **(Do not include justification here.)** | | | | | | | |
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| **14. Document to be Amended:** | | | | | | | |
| Handbook 44 Handbook 130 Handbook 133 \_\_ NCWM Guidance Document  \_\_ NCWM Bylaws \_\_ NTEP Administrative Policy | | | | | | | |
| **15. Cite portion to be Amended:** Submit a separate Form 15 for each code, model law or regulation to be amended. | | | | | | | |
| Section:  Paragraph: | | | | | | | |
| **16. Proposal:** Use **~~strikeout~~** to show words to be deleted and **underline** to show new words.  **(Do not use track changes.)** | | | | | | | |
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| **17. For Handbook 44 proposals, indicate one of the following:** | | | | | | | |
| **Retroactive** (Enforceable with respect to all devices)  **Nonretroactive** (Enforceable on or after the effective date for devices a) manufactured within a state after the effective date, b) both new and used equipment brought into a state after the effective date, c) used in noncommercial applications which are placed into commercial use after the effective date, ad d) undergoing type evaluation including devices that have been modified to the extent that a new NTEP Certificate of Conformance is required.) | | | | | | | |
| **18. Justification:** Include national importance, background on the issue, and reference to supporting data or documents. | | | | | | | |
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| **19. Possible Opposing Argument’s:** Demonstrate that you are aware and have considered possible opposition. | | | | | | | |
|  | | | | | | | |
| **20. Requested Action if Considered for NCWM Agenda:** | | | | | | | |
| Voting Item Developing Item Informational Item Other (Please Describe): | | | | | | | |
| **21. List of Attachments:** | | | | | | | |
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