

# FORM FOR PROPOSALS ON NFPA TECHNICAL COMMITTEE DOCUMENTS

**NOTE: All Proposals Must Be Received By 5:00 P.M. EST/EDST On The Published Proposal Closing Date.**

For further information on the standards-making process, please contact the Codes and Standards Administration at 617-984-7249

For technical assistance, please call NFPA at 617-770-3000

**FOR OFFICE USE ONLY**

Log #: \_\_\_\_\_

Date Rec'd: \_\_\_\_\_

Please indicate in which format you wish to receive your ROP/ROC  electronic  paper  download  
(Note: In choosing the download option you intend to view the ROP/ROC from our Website, no copy will be sent to you.)

Date \_\_\_\_\_ Name \_\_\_\_\_ Tel. No. \_\_\_\_\_

Company \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please Indicate Organization Represented (if any) \_\_\_\_\_

1. a) NFPA Document Title \_\_\_\_\_ NFPA No. & Year \_\_\_\_\_

b) Section/Paragraph \_\_\_\_\_

2. Proposal recommends: (check one)  new text  revised text  deleted text

3. Proposal (include proposed new or revised wording, or identification of wording to be deleted): (Note: Proposed text should be in legislative format: i.e., use underscore to denote wording to be inserted (inserted wording) and strike-through to denote wording to be deleted (~~deleted wording~~)). \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Statement of Problem and Substantiation for Proposal: (Note: State the problem that will be resolved by your recommendation; give the specific reason for your proposal including copies of tests, research papers, fire experience, etc. If more than 200 words, it may be abstracted for publication.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5.  This Proposal is original material. (Note: Original material is considered to be the submitter's own idea based on or as a result of his/her own experience, thought, or research and, to the best of his/her knowledge, is not copied from another source.)

This Proposal is not original material, its source (if known) is as follows: \_\_\_\_\_  
\_\_\_\_\_

I hereby grant the NFPA all and full rights in copyright, in this proposal, and I understand that I acquire no rights in any publication of NFPA in which this proposal in this or another similar or analogous form is used.

Signature (Required) \_\_\_\_\_

**PLEASE USE SEPARATE FORM FOR EACH PROPOSAL • NFPA Fax: (617) 770-3500**

**Mail to:** Secretary, Standards Council, National Fire Protection Association  
1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269

## **INSTRUCTIONS FOR SUBMITTING PROPOSALS — PLEASE READ CAREFULLY**

1. Type or print in Black Ink.
2. Indicate the number, edition year, and title of the document. Also indicate the specific section or paragraph that the proposed amendment applies to.
3. Check the appropriate box to indicate whether this proposal recommends adding new text, revising existing text, or deleting text.
4. In the space identified as "Proposal" indicate the exact wording you propose as new or revised text, or the text you propose be deleted.
5. In the space title "Statement of Problem and Substantiation for Proposal" state the problems which will be resolved by your recommendation and give the specific reason for your proposal. Include copies of test results, research papers, fire experience, or other materials that substantiate your recommendation.
6. Check the appropriate box to indicate whether or not this proposal is original material, and if it is not, indicate the source of the material.
7. Sign the proposal.

If supplementary material (photographs, diagrams, reports, etc.) is included, you may be required to submit sufficient copies for all members and alternates of the technical committee. The technical committee is authorized to abstract the "Statement of Problem and Substantiation for Proposal" if it exceeds 200 words for publication in the Report on Proposals.

**NOTE:** The NFPA Regulations Governing Committee Projects in Paragraph 4-3.3 state: Each proposal shall be submitted to the Council Secretary and shall include: (a) identification of the submitter and his or her affiliation (i.e. technical committee, organization, company), where appropriate; (b) identification of the document, edition of the document, and paragraph of the document to which the proposal is directed; (c) the proposed text of the proposal, including the wording to be added, revised (and how revised), or deleted; (d) a statement of the problem and substantiation for proposal; and (e) the signature of the submitter.