

# ISA12 Guidelines for Development of IEC-Based Standards

This document sets forth guidelines for the development of ISA12 standards that are based on existing IEC documents.

## Deviations

In order to achieve the highest possible degree of harmonization between the IEC and ISA versions of the standard, deviations to the base IEC document should be taken only in the following cases:

- Case 1:** The base IEC document is judged to be technically incorrect. These instances should be reported to the cognizant IEC US Technical Advisor by the Chair of the affected ISA12 committee or subcommittee.
- Case 2:** U.S. requirements outside of the scope of the standard in question are found to be in conflict with the base IEC document (for example, requirements found in governing installation documents such as the NEC®).

Editorial deviations should be avoided including alternate spellings of words such as color [colour], etc.

## Specific Guidance

Group I requirements: Group I requirements should not be struck. A disclaimer will be added to ANSI/ISA-60079-0 to make it clear that additional Federal Regulations apply including those found in 30 CFR. Additional product certification may also be required.

## Format & Style

The format and style of the base IEC document should be maintained. The applicable IEC MS Word document template and associated instructions should be used to facilitate this. Where deviations are found to be necessary, they should be formatted as follows:

- Deletions:** Deletions should be shown as struck text. To accomplish this, select the text to be deleted and format as font effect “strikethrough” using the Format menu in MS Word. ***Do not rely on MS Word change tracking to strike the text.*** Text struck in this manner will be deleted when changes are accepted.
- Additions:** Additions should be shown as underlined text. To accomplish this, select the text to be added and format as font effect “underline” using the Format menu in MS Word. ***Do not rely on MS Word change tracking to underline the text.*** Text added in this manner will appear to be part of the base document when changes are accepted.

## Change Tracking

The change tracking feature available in Microsoft Word can be a very useful tool for editing and reviewing documents. Authors should keep in mind that accepted U.S. deviations will become part of the official U.S. version of the document. Relying on the Word change tracking feature to indicate deviations is to be avoided due to the likely loss of important information if and when the “Accept Changes” function is invoked in MS Word. Authors and editors should consider the use of colors (blue for added text and red for deleted text) in place of the standard underlining and strikethrough when using the Word change tracking feature.

## Checklist for ISA Adoption of IEC Standards

Step	Description	Responsible Party	State
1	The responsible ISA12 Subcommittee Chair submits a proposal to the ISA12 CAG for approval of adoption of a new or revised IEC standard prior to Subcommittee action.	ISA12 SC Chair	<input type="checkbox"/>
2	ISA12 CAG approval to proceed.	ISA12 CAG	<input type="checkbox"/>
3	Check the <i>ANSI/ISA License Agreement for National Adoptions of IEC Standards and ISA Sales of IEC Original Standards</i> to see if the IEC standard has already been approved for ISA adoption.	ISA Staff	<input type="checkbox"/>
4	If the IEC standard has not yet been approved for ISA adoption, ISA Staff will contact ANSI stating “As holder of the US TAG for [IEC Technical Committee/Subcommittee], ISA requests authorization to develop a national adoption of IEC [Number], [Title].”	ISA Staff	<input type="checkbox"/>
5	Request/receive a revisable version of the subject IEC standard from ANSI.	ISA Staff	<input type="checkbox"/>
6	Add the following text to the revisable version of the IEC standard: “UNDER AN AGREEMENT WITH THE U.S. NATIONAL COMMITTEE OF THE INTERNATIONAL ELECTROTECHNICAL COMMISSION (IEC), THIS COPY OF AN EXTRACT OR TOTAL IEC PUBLICATION IS TO BE USED SOLELY FOR THE PURPOSES OF FURTHER DEVELOPMENT OF INTERNATIONAL STANDARDS. IT MAY NOT BE OFFERED FOR FURTHER REPRODUCTION OR FOR SALE. THE COPYRIGHT RESTS WITH THE IEC, GENEVA, SWITZERLAND.”	ISA Staff	<input type="checkbox"/>
7	ISA Staff sends the Word version of the IEC standard to the responsible ISA12 Subcommittee Chair.	ISA Staff	<input type="checkbox"/>
8	Prepare and submit ANSI PINS (Project Initiation Notification System) form. (Note: On the ANSI PINS, BSR-8 (circulation for public comment), and BSR-9 (submission for final approval) forms, ISA Staff marks the standard as an adoption of an IEC standard and lists the IEC standard from which text is used.)	ISA Staff	<input type="checkbox"/>
9	If the IEC adoption will be a co-publication with UL, ANSI will forward a letter from UL that requests permission from ISA to reproduce the text of the IEC standard in a proposed UL standard and that the standard is being co-published with ISA. ISA Staff responds to the USNC that ISA gives permission to UL.	ISA Staff	<input type="checkbox"/>
10	The relevant ISA12 Subcommittee or Working Group prepares and ballots a draft in accordance with ISA and ANSI requirements.	ISA12 SC Chair	<input type="checkbox"/>
11	Following ISA12 Subcommittee and Committee approval, the standard is submitted for ANSI public review, for ISA S&P Board ballot, and for ANSI approval. If the standard is a co-publication with UL (or with another SDO), the standards approval process is coordinated with the co-publisher.	ISA Staff	<input type="checkbox"/>
12	ISA pays a quarterly royalty to ANSI equal to thirty percent of ISA’s net revenue for each Nationally Adopted International Standard “distributed, packaged, and/or sold”.	ISA Staff	<input type="checkbox"/>

Notes:

1. IEC adoptions are not circulated for ISA public review, only ANSI public review.
2. Once published, IEC adoptions are not available for view free of charge to ISA Members and ISA Member standards redemption coupons may not be used on IEC adoptions.