

**Approved by the NFPA Standards Council on 1 March 2021**

**Approved by the NFPA Board of Directors on 12 March 2021**

Special Notice from the NFPA Board of Directors:

For a second year, we find ourselves in unprecedented times as the COVID-19 pandemic continues to affect people across the world. In the United States, many states prohibit large gatherings of the size we would normally anticipate for the NFPA annual Technical Meeting and many people continue to work remotely in an effort to help contain the spread of the virus. These conditions do not allow us to safely hold the NFPA technical meeting in-person for 2021.

We will once again hold the technical meeting in an electronic format. NFPA has developed this alternative format because the NFPA technical meetings are an important step in developing a complete record to assist the Standards Council in determining the degree of consensus achieved. Your participation therefore remains as important as ever and NFPA appreciates your willingness to adapt this year.

The NFPA Technical Meeting Convention Rules (“Convention Rules”) are written to anticipate an in-person meeting, and for that reason, the NFPA Board of Directors (“Board”) has suspended the Convention Rules for the 2021 Technical Meeting. In place of the Convention Rules, the Board has approved “Temporary NFPA Technical Meeting Convention Rules for 2021” (also referred to as the “Temporary 2021 Rules”), which will apply only for the 2021 Technical Meeting.

The electronic 2021 technical meeting will not occur on a single date in a traditional meeting form. The meeting session will open for at least a week to allow NFPA members and the public express positions on each certified amending motion (“CAM”), as described in the Temporary 2021 Rules. Prior to the opening of the technical meeting, each relevant technical committee may provide to NFPA a report of the committee’s position on any CAMs on the NFPA Standard for which it is responsible. Likewise, the authorized maker of any CAM (or designee) may provide to NFPA a statement in support of the motion. Any statements and reports received will be posted at the opening of the technical meeting in accordance with the Temporary 2021 Rules. During the session, NFPA Members and the public are encouraged to participate in an electronic debate with respect to each CAM by submitting written positions, statements and comments to NFPA which will then be publicly posted as described below. The purpose of this format is to provide the opportunity for further consideration of views and objections.

Following the debate period of the session, eligible NFPA members who register for the electronic 2021 technical meeting will have the opportunity to vote on all CAMs. Any successful CAMs will be forwarded to the responsible committee(s) for ballot (if applicable) and in accordance with the Regulations Governing the Development of NFPA Standards.

The transaction of business at the 2021 NFPA technical meeting shall be governed, in order of precedence, by the Regulations Governing the Development of NFPA Standards (Regs) (see especially Section 4.5) and these Temporary 2021 Rules.

## **Temporary NFPA Technical Meeting Convention Rules for 2021**

### **1.0 General.**

1.1 Meeting Agenda. Following the certification of motions in accordance with 2.0, the secretary of the Standards Council shall publish a report of all certified amending motions that will be presented for the NFPA technical meeting. On or about the date when the report is published, the secretary of the Standards Council shall also publish the dates when the technical meeting session will commence and close.

1.2 Meeting Session. The technical meeting session will remain open for a period of at least one week. The session will provide an opportunity for NFPA members and the public to offer comments, express technical positions and indicate whether they are “for” or “against” each certified amending motion (“CAM”). Following the electronic debate period, eligible NFPA members who register for the technical meeting in accordance with Section 4.5.3.4 of the *Regulations Governing the Development of NFPA Standards* (“Regs”) will have an opportunity to vote on all CAMs.

1.3 Distribution of Materials. No attachments, third-party content, embedded links, video or other materials shall be distributed in connection with the NFPA technical meeting without prior approval by the secretary of the Standards Council. Only NFPA staff shall be permitted to distribute such approved materials.

1.4 Visual Aids and Physical Simulations. Visual aids and physical simulations of any kind are prohibited.

### **2.0 Certification of Amending Motions.**

2.1 Appointment of a Motions Committee. Prior to the NFPA technical meeting, a motions committee shall be constituted for the purpose of reviewing all amending motions, which have been noticed according to 4.5 of the Regs. The motions committee shall consist of a minimum of three members of the Standards Council. Members of the committee shall be appointed by the chair of the Standards Council or designee, and may be appointed, substituted, or replaced as necessary to ensure the fulfillment of the responsibilities of the motions committee.

2.2 Determination of Proper Motions. As to each amending motion submitted, the motions committee shall determine whether the motion is proper, i.e., is permitted under the Regs, and has been submitted by a person entitled under the Regs to make the motion.

2.3 Restating and Grouping of Motions. Upon request or on its own initiative, and in consultation with the mover(s), the motions committee may: (a) restate an amending motion to facilitate the making of a proper motion or to clarify the intent of the mover; and (b) group amending motions which are dependent on one another into a single amending motion. Dependent motions are motions that the mover(s) wish to be considered by the assembly and voted on as single up or down package. In addition to the foregoing the motions committee may take such other actions or make such other recommendations as will facilitate the fair and efficient consideration of motions within the available time.

2.4 Multiple Notices for a Single Motion. The motions committee shall generally treat any motion that has been noticed by more than one person as a single motion.

2.5 Certification of Amending Motions and Motions Committee Report. The motions committee shall certify all proper amending motions, either as submitted or as modified pursuant to 2.3 and 2.4. The motions committee shall publish a report in advance of the meeting. At a minimum, the report shall set forth each certified amending motion and the person(s) authorized to make such motion. In addition, the report may include motions committee notes or comments aimed at facilitating the orderly and efficient consideration of motions.

2.6 Permissible Amending Motions. Only certified amending motions will be presented during the technical meeting.

2.7 Sign-in Requirement for Certified Motions Prior to NFPA Technical Meeting. The sign-in requirement is hereby waived for purposes of the 2021 electronic Technical Meeting only. All CAMs that have not been withdrawn pursuant to the *Regs* or these Convention Rules shall be posted for consideration without any further action required by the authorized maker. A person authorized to make a certified amending motion may choose not to pursue a CAM by giving notice to the secretary of the Standards Council at least 5 days prior to the commencement of the NFPA technical meeting and in that case, the CAM shall not be posted.

### **3.0 Conduct of the Session.**

3.1 General. The session will last for at least a week, and the specific timeframe shall be published and determined by the secretary of the Standards Council, who shall have discretion to manage the session so as to maintain an orderly form of electronic debate and maximize broad participation within the available time limits. The session will be open for NFPA members and the public to express positions on each CAM by offering statements, positions or comments. After the period for expressing positions closes, eligible NFPA members who register for the technical meeting will then have an opportunity to vote on the CAMs. When the period for voting closes, the session will close.

3.2 Call for Orders of the Session. Any change to the motions committee report will be made at the commencement of the session.

3.3 Voting on Motions. The vote on motions shall be taken by electronic means unless the secretary of the Standards Council determines otherwise. No proxy voting is permitted.

3.4 Technical Committee Reports and Amending Motions.

3.4.1 General. The presentation of technical committee reports and the making of and debate on amending motions related to each such report shall generally be conducted according to this section.

3.4.2 Presentation of Technical Committee Reports. All certified amending motions presented to the assembly shall have been included in the motions committee report in advance of the meeting in accordance with 1.1. Each technical committee responsible for an NFPA Standard with a CAM may present a written technical committee report to the secretary of the Standards Council at least 5 days prior to the commencement of the technical meeting for publication with the CAMs on the agenda. All members of the technical committee, including the chair, may also participate in the session by submitting position statements or other comments during the session. Following the conclusion of the presentation of amending motions, the report shall be deemed to have been adopted or returned by the voting NFPA membership as reflected in its actions on the amending motions.

3.4.3 Presentation by the Authorized Maker of a certified amending motion. The authorized maker of a certified amending motion or his or her designated representative identified in writing by the authorized maker of the motion [see Regs at 4.5.3.6] may submit a written statement in support of the motion to be included along with the first publishing of the CAM and the technical committee report at the opening of the technical meeting. Any such statements must be received by the secretary of the Standards Council at least 5 days prior to the commencement of the technical meeting. This option is in addition to, and not in limitation of the maker's ability to participate in the session by submitting position statements or other comments during the session.

3.4.4 Consideration of Certified Motions. Following the commencement of the technical meeting, the publishing of the technical committee reports and publishing of any statement offered by an authorized maker of a certified amending motion, the session will open for NFPA members and the public to electronically submit to NFPA any technical positions, statements, and comments to express positions with regard to each CAM. NFPA will publicly post all such positions and supporting statements on a designated webpage periodically during the session. All participants are encouraged to monitor the various statements and positions taken and engage in debate by submitting responsive statements and positions to NFPA for posting.

3.4.5 Form for expressing positions during the session. NFPA will make available a specific electronic format for submitting positions, statements and comments during the session and participants are required to use the requisite form proscribed by NFPA. Any positions, comments and statements that are sent to NFPA by any other means, or that are not in accordance with these Rules, will not be published without prior approval from the secretary of Standards Council.

3.4.5.1 No person shall use the electronic format for submitting positions ("form") or the nfpa.org website ("website") in a manner that could disable, overburden, damage or interfere with any other party's ability to participate in the session or use the website. In addition, no person shall use any robot, spider, or other automatic or manual device, process or means to access, alter, or interfere with forms, ballots or the website for any purpose, including monitoring or copying any of the material in the forms, ballots or on the website. All persons shall comply with the website terms of use and shall not use any device, software, or routine that interferes with the proper working of the website, including, but not limited to introducing any viruses, Trojan horses, worms, logic bombs or other material that is malicious or technologically harmful.

3.4.6 Voting. NFPA members and the public will have an opportunity to express positions, statements and comments regarding each CAM for a period of at least one week. Immediately following, all eligible NFPA members who register for the 2021 technical meeting in accordance with Section 4.5.3.4 of the Regs will have an opportunity to vote on all CAMs electronically. The voting period will be open for at least three business days, and at the end of the voting period, the NFPA technical meeting shall end.

3.4.7 Follow-Up Amending Motions. A follow-up motion is a motion that becomes necessary as a result of a previous successful amending motion and given the format for the 2021 technical meeting, follow-up motions and any other parliamentary motions (e.g. a motion to call the question) will not be available during the session. However, any follow up motion to return a document or to return a portion of a document, affected by a previous successful amending motion, that would have otherwise

been in order as a follow-up motion, may be submitted instead as an appeal to Standards Council to return a document or portion of a document. Such appeal to Standards Council will be considered in the normal course and in accordance with the Regs.

#### 3.4.8 Time to Debate Each Motion.

3.4.8.1 Amending Motions. Following the commencement of the technical meeting session, the debate shall proceed in accordance with 3.4.8.2 unless the secretary of the Standards Council authorizes a different procedure in accordance with 3.4.9.

3.4.8.2 Time Restrictions. There shall be a period of at least one week following the commencement of the technical meeting for NFPA membership and the public to express positions on CAMs by offering technical positions, statements, comments and debate.

3.4.8.3 Rebuttal. During the period that the NFPA membership and the public may express positions on CAMs, all those in support and all those against the motion are encouraged to engage in electronic debate by responding to comments and statements. There is no limit to the number of times any individual may express positions on CAMs.

3.4.9 Guidelines for the Standards Council Secretary. The secretary of the Standards Council shall have broad discretion in managing the session, which may include, but is not limited to changing timeframes as may be necessary. If, for any reason, the NFPA membership fails to undertake or complete its consideration of an NFPA Standard (including as a result of an action by the secretary under this Section), the NFPA Standard shall be forwarded directly to the Standards Council without recommendation for action in accordance with Section 4.7 of the Regs.