

[Email This Letter](#)

09 December 2005

Matthew B Dozier  
IDesign Services  
5440 Granny White Pike  
Nashville, TN 37027  
MDozier@idesignservices.com

Re: P602 - Recommended Practice for Electric Systems in Health Care Facilities

Dear Matthew:

I am pleased to report that on 07 December 2005 the IEEE-SA Standards Board approved the extension request of the above-referenced project until 31 December 2006.

If you should have any further questions, please contact me at 732-562-6367 or by email at [j.haasz@ieee.org](mailto:j.haasz@ieee.org).

Sincerely,

Jodi Haasz  
Program Manager  
International Stds Programs and Governance  
Standards Activities  
Phone +1 732 562 6367  
FAX +1 732 875 0695  
Email: [j.haasz@ieee.org](mailto:j.haasz@ieee.org)

CC: [hnash@nlbengineering.com](mailto:hnash@nlbengineering.com)

# IEEE-SA Standards Board Extension Request

## Revised 23 June 2004

1. Date of Request: 10-Oct-05
2. Assigned Project Number: P602
3. Project Title: Recommended Practice for Electric Systems in Health Care Facilities
  - a. Name of Working Group (WG): White Book
  - b. Name of Working Group Chair: Hugh O. Nash, Jr.
  - c. Name of Sponsoring Society and Committee: IAS/Power systems Engineering
  - d. Name of Sponsoring Committee Chair: Matthew Dozier
4. Contact Information (Contact should be the person who will answer any questions concerning this extension request):
  - a. Name: Walter Vernon
  - b. Telephone: (415) 362-3266 xx 7222
  - c. FAX: (415) 362-3267
  - d. EMAIL: mattk@mazzetti.com
5. Statement of why an extension is required. This should include a description of what the working group has accomplished and what remains to be accomplished, along with the reasons why the work was unable to be completed in the allotted timeframe All chapters have been written. All chapters have been submitted to Mandatory Editorial Coordination (MEC). All but two chapters have cleared MEC and are ready for balloting. The final two chapters (one is introductory and should clear easily) will clear MEC by 11/6/05 and shortly be ready for balloting. A ballot committee has been requested. The working group is now simply finalizing photographs and letters of permissions. We will submit for balloting once the committee is finalized.
6. History
  - a. What date was the PAR first approved? 30-Jan-00
  - b. What date did you begin writing the first draft? 30-Jan-00
  - c. How many people are actively working on the project? 30
  - d. How many times a year does the working group meet:
    1. In person? 2
    2. Via teleconference? 4
  - e. How many times a year is a draft circulated to the working group via electronic means? 1/3months/chapter.
7. Document Progress
  - a. What percentage of the Draft is stable? 100%
  - b. How many significant work revisions has the Draft been through? 4
8. Project Plan

**(Item #8a is only for projects that have been balloted. If your draft has not yet gone to ballot, please go to Item #8b)**

a. Balloting History - Provide history of all IEEE Sponsor ballots under this project::

1<sup>st</sup> Ballot Close date (or scheduled close):

1<sup>st</sup> Ballot Draft Number:

1<sup>st</sup> Ballot results (% affirmative, %negative, %abstain):

2<sup>nd</sup> Ballot Close date (or scheduled close):

2<sup>nd</sup> Ballot Draft Number:

2<sup>nd</sup> Ballot results (% affirmative, %negative, %abstain):

(Add additional entries for ballots as needed):

When do you estimate that the final IEEE Sponsor ballot will be completed?

When do you expect to submit the proposed standard to RevCom?

**b. For projects that have not yet begun Sponsor ballot, please answer the following:**

When will IEEE sponsor balloting begin? 11-Nov-05

When do you estimate that the final IEEE Sponsor ballot will be completed? 28-Apr-06

When do you expect to submit the proposed standard to RevCom? 28-Apr-06

9. Future Adoptions

- If this is a new document, will it be adopted (in part or in whole) by another national, regional or international organization? No If yes, which organization?
- If this is a revision of an existing document, has this document been adopted by the IEC, ISO, ETSI, SCC, etc? No If yes, which organization?

10. Additional Extensions

a. Is this the first request for an extension? No (If yes, please do not go any further. You have completed the form.)

b. If not, when was the previous extension approved? 25-Mar-04

After completion of this form, please e-mail this to the NesCom Administrator at nescom-admin@ieee.org. Confirmation of submittal will be sent on receipt of this request.

**Jodi Haasz**

03/26/2004 09:12 AM

To: halpin@eng.auburn.edu  
cc: hnash@nlbengineering.com, walterv@mazzetti.com  
Subject: P602 - Extension Request

26 March 2004

Mark S Halpin  
Auburn University  
200 Broun Hall  
Auburn University, AL 36849

Re: P602 - Recommended Practice for Electric Systems in Health Care Facilities

Dear Mark:

I am pleased to report that on 25 March 2004 the IEEE-SA Standards Board approved the extension request of the above-referenced project until 31 December 2005.

If you should have any further questions, please contact me at 732-562-6367 or by email at [j.haasz@ieee.org](mailto:j.haasz@ieee.org).

Sincerely,

Jodi Haasz  
Program Manager  
International Stds Programs and Governance  
Standards Activities  
Phone +1 732 562 6367  
FAX +1 732 875 0695  
Email: j.haasz@ieee.org

# IEEE-SA Standards Board Extension Request

## Revised 19 March 2004

1. Date of Request: 29-Sep-03
2. Assigned Project Number: P602
3. Project Title: Recommended Practice for Electric Systems in Health Care Facilities
  - a. Name of Working Group(WG): White Book
  - b. Name of Working Group Chair: Hugh O. Nash, Jr.
  - c. Name of Sponsoring Society and Committee: IAS/Power Systems Engineering
  - d. Name of Sponsoring Committee Chair: S. Mark Halpin
4. Contact Information (Contact should be the person who will answer any questions concerning this extension request):
  - a. Name: Walt Vernon
  - b. Telephone: 415-362-3266
  - c. FAX: 415-362-3267
  - d. EMAIL: walterv@mazzetti.com
5. Statement of why an extension is required. If this is a request for an additional extension, please state why you believe that this extension request will be your final request, and the reason for this additional extension. Group has fallen behind, in part to our difficulty in getting our web-site up so we could do some 'in-house' balloting. Also some chairman have changed jobs (or duties) and were unable to dedicate the time originally planned.
6. History
  - a. When was the PAR first approved? 30-Jan-00
  - b. When did you begin writing the first draft? 30-Jan-00
  - c. How many people are actively working on the project? 30
  - d. How many times a year does the working group meet in person? 2
  - e. How frequently is a draft version circulated to the working group via electronic means? See question 5.
7. Document Progress
  - a. How much of the Draft is stable? 60%
  - b. How many significant work revisions has the Draft been through? 3
  - c. Briefly describe what the development group has already accomplished, and what remains to be done. The group has completed four of five chapters to the point they are ready for balloting; the balance will be ready for balloting in late 2004.
8. Project Plan
  - a. When did/will IEEE sponsor balloting begin? April 2004
  - b. When do you estimate that the final IEEE Sponsor ballot will be completed? 1-Feb-05
  - c. When do you expect to submit the proposed standard to RevCom? 1-Feb-05

d. Do you see value in help or mentoring from the Standards Board staff to meet your projected schedule? If so, what kind of help would be useful? Help in getting the working group's web page set up and functioning, so working group can do some in-house 'ballotting', and editing, before formal submittal to official ballot. Our plan is to ballot the book in two sections.

9. Additional Extensions

- a. Is this the first request for an extension? Yes (If yes, please do not go any further. You have completed the form.)
- b. If not, when was the previous extension approved?
- c. How much additional time is needed to complete the project?   until June 2005

After completion of this form, please e-mail this to the NesCom Administrator at [nescom-admin@ieee.org](mailto:nescom-admin@ieee.org). Confirmation of submittal will be sent on receipt of this request.

## IEEE-SA Standards Board Project Authorization Request (PAR) Form (1999-Rev 1)

Note: For use with help hyperlinks offline, download guide.html and parsng99.html into the same directory.

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**1. Sponsor Date  
of Request**  
**[1999 August 20]**

**2. Assigned Project  
Number**  
**[P602]**

**3. PAR Approval  
Date**  
**30 January 2000**

{Copyright release must be submitted with [appropriate signatures](#) by postal mail or FAX (1-732-562-1571)}

[X] PAR Signature Page on File {IEEE Staff to check box}

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### 4. Project Title, Recorder and Working Group/Sponsor for this Project

Document type and title: {Place an X in only one option below}

- [...] **Standard for**{document stressing the verb "shall"}
- [X] **Recommended Practice for**{document stressing the verb "should"}
- [...] **Guide for** {document in which good practices are suggested}

**Title: [Recommended Practice for Electric Systems in Health Care Facilities]**

Name of Working Group (WG): [White Book]

**Name of Official Reporter (usually the WG Chair) who must be an SA member as well as an IEEE/Affiliate Member:** [Hugh O. Nash, Jr.]

IEEE/Affiliate Member # [05555297]

Company: [Nash Lipsey Burch] Telephone: [615-329-4460]

Address: [2900 Vanderbilt Place, Suite 101] FAX: [615-329-3660]

City/State/Zip: [Nashville, TN 37221] Email: [hnash@nlbengr.com]

**Name of Working Group Chair (if different than Reporter):** [...]

IEEE/Affiliate Member # [...]

Company: [...] Telephone: [...]

Address: [...] FAX: [...]

City/State/Zip: [...] Email: [...]

**Name of Sponsoring Society and Committee:** [IAS/Power Systems Engineering]

Name of Committee Sponsor Chair: [H. Landis Floyd, II]

IEEE/Affiliate Member # [06536767]

Company: [E.I. duPont de Nemours & Co.] Telephone: [302-695-0146]

Address: [101 Beech Street, PO Box 80840] FAX: [302-695-0734]

City/State/Zip: [Wilmington, DE 19880-0840]

Email:

[h.l.floyd@ieee.org]

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## 5. Describe This Project; Answer each of four questions below:

- a. [Update an existing PAR](#) [NO ]

If YES, indicate PAR Number/Approval Date [P####-YEAR]

If YES, attach a cover letter indicating changes/rationale for changes.

If YES, is this project in ballot now? [yes/no]

- [Choose](#) one from the following:

[...] New Standard

[X] Revision of existing Standard {number and year} [602-1996]

[...] Amendment (Supplement) to an existing standard {number and year} [...]

[...] Corrigenda to an existing standard {number and year} [...]

- [Choose](#) one from the following:

[X] Full Use (5-year life cycle)

[...] Trial Use (2-year life cycle)

- [Choose](#) one from the following:

[X] Individual Sponsor Balloting

[...] Entity Sponsor Balloting

- Fill in [Target Completion Date](#) to IEEE RevCom : [10/2002]
- 

## 6. [Scope](#) of Proposed Project:

[To provide a recommended practice for the design and operation of electric systems in health care facilities. The term "health care facility," as used here, encompasses buildings or parts of buildings that contain hospitals, nursing homes, residential custodial care facilities, clinics, and medical and dental offices. Buildings or parts of buildings within an industrial or commercial complex, used as medical facilities, logically fall within the scope of this recommended practice. Update existing text in terms of technical developments and code changes.]

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## 7. [Purpose](#) of Proposed Project:

[Update existing text which serves as a reference book for electrical design engineers, contractors, hospital operating personnel, hospital architects, and hospital equipment manufacturers and service providers.]

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## 8. Intellectual Property {Answer each of the questions below}

- a. Are you aware of any [patents](#) relevant to this project?

[NO] {Yes, with detailed explanation below / No}

[...] {Explanation}

- Are you aware of any [copyrights](#) relevant to this project?

[NO] {Yes, with detailed explanation below / No}

[...] {Explanation}

- Are you aware of any [trademarks](#) relevant to this project?

[NO] {Yes, with detailed explanation below / No}  
[...] {Explanation}

- Are you aware of any [registration](#) of objects or numbers relevant to this project?

[NO] {Yes, with detailed explanation below / No}  
[...] {Explanation}

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**9. Are you aware of any other standards or projects with a [similar scope](#)?**

[NO] {Yes, with detailed explanation below / No}  
[...] {Explanation}

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**10. [International Harmonization](#)**

Is this standard planned for adoption by another international organization?

[NO] {Yes/No/?? if you don't know at this time}

If Yes: Which International Organization [...]

If Yes: Include coordination in question 13 below

If No: Explanation [...]

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**11. Is this project intended to focus on [health, safety or environmental issues](#)?**

[Yes] {Yes/No/?? if you don't know at this time}

If Yes: Explanation [Electrical and life safety for patents, operating, personnel, and the public are key elements.]

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**12. Proposed Coordination/Recommended Method of Coordination**

a. [Mandatory Coordination](#)

SCC 10 (IEEE Dictionary) by **DR** {Circulation of **DR**afts}

IEEE Staff Editorial Review by **DR**

SCC 14 (Quantities, Units and Letter symbols) by **DR**

- [Coordination](#) requested by Sponsor:

[.....] by [...] {circulation of **DR**afts/**LI**aison memb/**CO**mmon memb}

[.....] by [...] {circulation of **DR**afts/**LI**aison memb/**CO**mmon memb}

[.....] by [...] {circulation of **DR**afts/**LI**aison memb/**CO**mmon memb}

[.....] by [...] {circulation of **DR**afts/**LI**aison memb/**CO**mmon memb}

- [Coordination Requested by Others](#):

[...] {added by staff}

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**13. Additional Explanation Notes: {Item Number and Explanation}**

[...]{If necessary, these can be continued on additional pages}

The [PAR Copyright Release and Signature Page](#) must be submitted by FAX or physical delivery before this PAR will be sent on for NesCom and Standards Board approval.

To: h.l.floyd@ieee.org  
From: Jodi Haasz <j.haasz@ieee.org>  
Subject: P602 Recommended Practice for Electric Systems in Health Care Facilities  
Cc: hnash@nlbengr.com  
Bcc:  
X-Attachments: :Macintosh HD:1631:602.pdf:

31 January 2000

Mr. H. Landis Floyd, II  
E.I. duPont de Nemours & Co.  
101 Beech Street  
PO Box 80840  
Wilmington, DE 19880-0840

Re: P602 Recommended Practice for Electric Systems in Health Care Facilities

Dear Mr. Floyd:

I am pleased to inform you that on 30 January 2000 the IEEE-SA Standards Board approved the above referenced project, changing the scope to reflect that of 602-1996, which is as follows:

*To provide a recommended practice for the design and operation of electric systems in health care facilities. The term "health care facility," as used here, encompasses buildings or parts of buildings that contain hospitals, nursing homes, residential custodial care facilities, clinics, and medical and dental offices. Buildings or parts of buildings within an industrial or commercial complex, used as medical facilities, logically fall within the scope of this recommended practice.*

A copy of the file is attached in .pdf format.

At the bottom of this e-mail, please find URLs which you may find useful in the development of your proposed standard and in submitting your final draft for approval. Written responses from all committees/organizations listed on the PAR as proposed coordination must be included with the final draft when it is submitted.

If coordination is effected by common membership, i.e., a person on the standard's developing committee who is also a member of the committee/organization specified on the PAR for coordination, there must be a document included with the final draft from that coordinating body which states that person is authorized to represent it. We strongly recommend that a copy of your draft be sent to this office for review prior to the final voting by the working group to allow for a quick review by the editorial staff before sponsor balloting.

If you should have any further questions or would like to receive this information in paper, please contact me at 732-562-6367 or by email at j.haasz@ieee.org

Sincerely,

Jodi Haasz  
Administrator, Standards Process Support  
NesCom Administrator

cc: H. Nash

cc: S. Sheth

PS - The information in the .pdf file is viewable in Adobe Reader, version 3.0 or higher. If you do not have this software, please go to <http://www.adobe.com/prodindex/acrobat/readstep.html#reader> to download the free version.

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#### Standards Process-at-a-Glance

<http://standards.ieee.org/resources/glance.html> - A quick-reference site useful to any standards developer.

#### IEEE Standards Style Manual

<http://standards.ieee.org/guides/style/index.html> - Guidelines that establish style and format requirements for the preparation of proposed IEEE standards.

#### IEEE Standards Companion

<http://standards.ieee.org/guides/companion/index.html> - An overall view of the standards process; what to do, what to avoid, lessons learned, and sample forms.

#### Implement Plan for Metric Policy 9.20

<http://standards.ieee.org/announcements/metric.html> - Information on when, why and how the plan will be implemented and what exceptions exist.

#### Leading a Standards Development Group

<http://standards.ieee.org/faqs/ltpres.html#q1> - A free training session offered by staff to make the most of the standards process. After attending, you will have a great understanding of:

- the need for due process and consensus
- how to submit PARs and Drafts
- the "legal" aspects (copyrights, trademarks, patents)
- how staff can help you

#### Standards Coordinating Committee 10

<http://standards.ieee.org/faqs/SCC10.html> - An explanation of the importance of coordinating with the IEEE Dictionary (SCC10) as is mandated on the PAR form.

#### Balloting Information

[http://standards.ieee.org/resources/glance\\_at\\_balloting.html](http://standards.ieee.org/resources/glance_at_balloting.html)