ASTM International Lingo Cheat Sheet

Background: Within ASTM, longtime members and staff sometimes use acronyms and specific "lingo" that is unfamiliar to the common audience. This document is an effort to provide insight into the most commonly used sayings to assist new members.

"Lingo:"

Main refers to the Main Committee which address' specific industry subjects.

Sub refers to the Subcommittee –which is under the jurisdiction of the Main Committee and address' subsets of specialized subject matter.

TG refers to a Task Group which is under the jurisdiction of the subcommittee and is organized to write or work on revising standards.

TC refers to a technical contact which is the main author working on a specific standard at a given time.

WK refers to a work item which is basically a tracking number assigned to a specific standard or draft standard through an online registration process from the ASTM website.

COS refers to the Committee on Standards – a standing committee of volunteer members that reviews all not persuasive and not related actions for items passing main committee ballot monthly. This group also has jurisdiction over the ASTM International Form & Style Guide

COTCO refers to the Committee on Technical Committee Operations – a standing committee of volunteer members that has jurisdiction over the *ASTM International Regulations Governing Technical Committee Operations*. This group also reviews and ultimately approves all committee bylaws.

WD refers to either a ballot item being withdrawn due to persuasive negatives or a negative voter withdrawing their vote, so the standard can move through the process

Concurrent ballot – refers to a simultaneous ballot of the subcommittee and the main committee

For further explanations on voting, member classification, balloting sequence, and understanding committee structure please view our other training materials.