



United States National CAD Standard® (NCS) Announcement
Friday, May 03, 2013

Revision Cycle Period for the Next Version of NCS to Open on Monday, May 20, 2013

Dear Project Committee Members,

We are pleased to announce that the next revision cycle of the United States National CAD Standard® (NCS) will open on Monday, May 20, 2013. The NCS revision cycle is the method by which additions and changes to the NCS are proposed, debated and ultimately voted upon to amend the current version of the NCS. Each revision cycle actively engages the NCS Project Committee in a process designed to keep the NCS current and responsive to industry needs.

This revision cycle is designed to solicit proposals to amend NCS version 5 (V5), leading to the creation of the next version of the NCS. The official document to be amended consists of the NCS V5.

Work Flow for NCS Proposed Amendments

Members of the NCS Project Committee can propose a change or addition to the NCS. The NCS Rules of Governance, located in Appendix F of NCS V5, describe the methods for submitting a proposed amendment and the process for reviewing and voting on the amendment. Each proposed amendment follows essentially the same four steps:

1. **Ballot Item Submission** - A proposed amendment must be documented on an NCS ballot form. Three forms have been developed for the submission of proposed changes to the NCS: a CAD Layers form, a UDS Symbols form and a general Multiple Components form for amendments other than layers or symbols amendments. The forms must be submitted through the NCS balloting module of [the buildingSMART alliance™ \(Alliance\) collaboration portal](#). The NCS balloting module will be officially opened on May 20, 2013. The ballot forms can be downloaded from [the "Ballots" tab](#) of the NCS balloting module on the Alliance collaboration portal.
2. **Task Team Review** - Ballot forms submitted are first reviewed by the appropriate NCS Task Team. Dialog may take place between the Task Team and the author of the ballot to clarify a proposed amendment. Task Teams will either "approve" or "reject" a proposed amendment and notify the author. Task Teams also have the purview to suggest that the author resubmit the ballot item with appropriate changes. Approved ballot items are moved to the accepted Ballot items group for full NCS Project Committee review and comments. Rejected Ballot items will also be available for comment in the rejected Ballot Items group.
3. **Project Committee Review and Comments** - After approval by the Task Team, the merits of all Task Team approved or rejected ballot items are open for review and comments of the full NCS Project Committee.
4. **Voting** - At the close of the review and comments period, the NCS Steering Committee will announce the opening of the voting period. NCS Project Committee members will be asked to vote on each of the task team approved ballot items. NCS Project Committee voting is mandatory. Voting will take place electronically on the Alliance collaboration portal.

The NCS ROG states that results of a ballot to amend the NCS shall be valid only if votes are cast by a minimum of 2/3 of eligible NCS Project Committee members. The NCS Steering Committee requests that all NCS Project Committee members recognize their voting responsibility as part of their participation on the NCS Project Committee as noted in the ROG."1.8e...Members who fail to submit a vote on any written ballot shall be considered inactive and no longer a member of the Project Committee..."

Schedule

The Ballot Submission Period due to open on May 20, 2013, is scheduled to run through July 14, 2013. During that period ballots can be submitted and will be reviewed by the appropriate Task Teams through August 11, 2013. Ballots that are approved by Task Teams will be promoted for full Project Committee discussion. That discussion period will remain open through September 8, 2013. At the conclusion of that discussion period, the Project Committee will meet on Sept 23-24, to review the ballot summary that will be submitted to a vote. Project Committee members will be asked to vote on each of the ballots. We expect that the voting period will commence on October 16, 2013, and will remain open until November 11, 2013.

The results of the vote will be distributed to the Project Committee around the end of November, 2013. Changes and updates to the NCS will be incorporated in the document with a new release tentatively planned for spring-summer of 2014. The NCS revision cycle schedule will be maintained and updated on the NCS collaboration portal.

We Appreciate Your Involvement

We are glad that you have chosen to become an active participant in this NCS revision cycle. We look forward to your contributions to serve the interests of the NCS and its constituents.

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