CP#28-05 – Code Development

Approved: 09/24/05 | **Revised:** 12/07/22

1.0 Introduction

1.1 Purpose of Council Policy: The purpose of this Council Policy is to prescribe the Rules of Procedure utilized in the continued development and maintenance of the International Codes (Codes).

1.2 Objectives: The ICC Code Development Process has the following objectives:

1.2.1 The timely evaluation and recognition of technological developments pertaining to construction regulations.

1.2.2 The open discussion of code change proposals by all parties desiring to participate.

1.2.3 The final determination of Code text by public officials actively engaged in the administration, formulation, implementation or enforcement of laws, ordinances, rules, or regulations relating to the public health, safety, and welfare and by honorary members.

1.2.4 The increased participation of all parties desiring to participate through an online submittal and voting process that includes opportunities for online collaboration.

1.3 Code Publication: The ICC Board of Directors (ICC Board) shall determine the title and the general purpose and scope of each Code published by the ICC.

1.3.1 Code Correlation: The provisions of all Codes shall be consistent with one another so that conflicts between the Codes do not occur. A Group A and Group B Code Development Committee Responsibilities Matrix identifies which Code shall be the primary document, and therefore which Code Development Committee shall be responsible for maintenance of the Code text where a given subject matter or Code text could appear in more than one Code. The Matrix shall be administered by the Code Correlation Committee as approved by the ICC Board and posted prior to the code change proposal deadline. Duplication of content or text between Codes shall be limited to the minimum extent necessary for practical usability of the Codes, as determined in accordance with Section 5.5.

1.4 Process Maintenance: The review and maintenance of the Code Development Process and these Rules of Procedure shall be by the ICC Board. The manner in which Codes are developed embodies core principles of the organization. One of those principles is that the final content of the Codes is determined by a vote of the governmental and honorary members in accordance with Sections 10.6 and 11.1. It is the policy of the ICC Board that there shall be no change to this principle without the affirmation of two-thirds of the governmental and honorary members responding.

1.5 Secretariat: The Chief Executive Officer shall assign a Secretariat for each of the

Codes. All correspondence relating to code change proposals, comments to Committee action and public comments shall be addressed to the Secretariat. The Secretariat shall have the authority to facilitate unforeseen situations which arise in the implementation of this council policy. Staff shall maintain a record of such actions.

1.6 Code Development Committee: The members of the respective Code Development Committee presiding over the hearings are appointed by the ICC Board in accordance with Section 6.2. The term "Committee" is used throughout this Council Policy to refer to Code Development Committee members.

1.7 Recording: Individuals requesting permission to record any meeting or hearing, or portion thereof, shall be required to provide the ICC with a release of responsibility disclaimer and shall acknowledge that ICC shall retain sole ownership of the recording, and that they have insurance coverage for liability and misuse of recording materials. Equipment and the process used to record shall, in the judgment of the ICC Secretariat, be conducted in a manner that is not disruptive to the meeting. The ICC shall not be responsible for equipment, personnel or any other provision necessary to accomplish the recording. An unedited copy of the recording shall be forwarded to ICC within 30 days of the meeting. Recordings shall not otherwise be copied, reproduced or distributed in any manner. Recordings shall be returned to ICC or destroyed upon the request of ICC.

1.8 Code of Ethics: Each individual participating in the ICC Code Development Process shall comply with the posted 1.8

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determines that an emergency amendment to any Code or supplement thereto is warranted, the same may be adopted by the ICC Board. Such action shall require an affirmative vote of at least two-thirds of the ICC Board.

The ICC membership shall be notified within ten days after the ICC Boards' official action of any emergency amendment. At the next Annual Business Meeting, any emergency amendment shall be presented to the members for ratification by a majority of the Governmental Member Voting Representatives and Honorary Members present and voting.

All code revisions pursuant to these emergency procedures and the reasons for such corrective action shall be published as soon as practicable after ICC Board action. Such revisions shall be identified as an emergency amendment.

Emergency amendments to any Code shall not be considered as a retro-active requirement to the Code. Incorporation of the emergency amendment into the adopted Code shall be subjected to the process established by the adopting authority.

2.3.2 Interim Critical Amendments (ICA)

2.3.2.1 Submittal. Anyone may propose an ICA by providing the following information:

a) Name of submitter
b) Contact information
c) Submitters representation
d) Date
e) Relevant section(s) and code edition(s) under consideration
f) Proposed modifications with text changes identified using underlines for new text and strikethroughs for deleted text
g) A statement that substantiates the need for proposed changes and why the proposed submission is of such a critical nature in accordance with Section 2.3.2.3 that it cannot be left to be addressed during the next code development cycle.
h) Written endorsement of the proposed ICA by not less than two members of the Committee(s) responsible for maintaining the affected code section(s)

2.3.2.2 Preliminary Review. An ICA will only be processed if the Codes and Standards Council determines that the proposed ICA appears to be of a critical nature requiring prompt action based on the criteria specified in Section 2.3.2.3. If processed, the question of critical nature shall be further considered by the responsible Committee(s) and the Codes and Standards Council. The text of a proposed ICA shall be processed as submitted or shall be changed with the approval of the submitter. The Codes and Standards Council shall process their preliminary "critical nature" determination within 45 days of the ICA submission.

2.3.2.3 Determination of Critical Nature. Qualification for critical nature shall be based on one or more of the following factors:

a) The proposed ICA corrects an error or an omission that was

6. Audio and video recording of the Public Comment Hearing (Section 10.0)
7. The Online Governmental Consensus Ballot (Section 11.3)
8. Final Action results (Section 13.4)
9. Errata to the documents noted above

The information resulting from online collaboration between interested parties shall not be part of the code development record.

3.0 Restructured Process Starting in 2024 (NEW)

3.1 Process: The 2027 I-Codes, and future editions, shall be developed utilizing a restructured code development process starting in 2024. The process includes the following key process steps:

YEAR ONE

- Code Group A code change proposals due (see Section 4.0)

4.3.5.1 **Purpose:** The proponent shall clearly state the purpose of the code change proposal (e.g., clarify the Code; revise outdated material; substitute new or revised material for current provisions of the Code; add new requirements to the Code; delete current requirements, etc.).

4.3.5.2 **Reasons:** The proponent shall justify changing the current Code provisions, stating why the code change proposal is superior to the current provisions of the Code. Code change proposals which add or delete requirements shall be supported by a logical explanation which clearly shows why the current Code provisions are inadequate or overly restrictive, specifies the shortcomings of the current Code provisions and explains how such code change proposals will improve the Code.

4.3.5.3 **Substantiation:** The proponent shall provide 0.5 inch (13 mm) thick gypsum board or equivalent fire protection for the steel columns (1.1(s)-1.7J

construction; or

3) The code change proposal will not increase or decrease the cost of construction.

The proponent shall submit information which substantiates such assertion. This information will be considered by the Committee and will be included in the published code change proposal. Supporting documentation may be provided via a link to a website provided by the proponent and included in the cost substantiation statement. The cost substantiation statement shall include the date the link was created.

Any proposal submitted which does not include the requisite cost impact information shall be considered incomplete and shall not 42 0 T6c.4(pacnti)C.7(c).7(w)1.7(ebs)37(w)1.7(ebs[(s9 c)-1.7TJ 0 T

control or testing.

4.6.2.7 The test standard shall describe, in detail, preparation of the test sample, sample selection or both.

4.6.2.8 The test standard shall prescribe the reporting format for the test results. The format shall identify the key performance criteria for the element(s) tested.

4.6.2.9 The measure of performance for which the test is conducted shall be clearly defined in either the test standard or in Code text.

4.6.2.10 The standard shall not state that its provisions shall govern whenever the referenced standard is in conflict with the requirements of the referencing Code.

4.6.2.11 The preface to the standard shall announce that the standard is promulgated according to a consensus procedure.

4.6.3 New and Updated Standards with Text Revisions:

4.6.3.1 Code change proposals with corresponding changes to the Code text which include a reference to a proposed new standard, or a proposed update of an existing referenced standard shall comply with this section.

4.6.3.1.1 Proposed New Standards. In order for a new standard to be considered for reference by the Code, such standard shall be submitted in at least a consensus draft form in accordance with Section 4.4. If the proposed new standard is not submitted in at least consensus draft form, the code change proposal shall be considered incomplete and shall not be processed. The code change proposal shall be considered at the First Committee Action Hearing (CAH #1) by the applicable Committee responsible for the corresponding proposed changes to the code text.

If the Committee action at the Second Committee Action Hearing (CAH #2) is either As Submitted or As Modified and the standard is not completed, the code change proposal shall automatically be placed on the Public Comment Agenda with the recommendation stating that in order for the public comment to be considered, the new standard shall be completed and readily available prior to the Public Comment Hearing. If the Committee action at the Second Committee Action Hearing (CAH #2) is Disapproval, further consideration on the Public Comment Agenda shall state that in order for the public comment to be considered, the new standard shall be completed and readily available prior to the Public Comment Hearing. See Section 10.5.6.1 for availability of new standards at the Public Comment Hearing.

4.6.3.1.2 Update of Existing Standards. Code change proposals which include technical revisions to the Code text to coordinate with a proposed update of an existing referenced standard shall include the submission of the proposed update to the standard in at least a consensus draft form in accordance with Section 4.4. If the proposed update of the existing standard is not submitted in at least consensus draft form, the code change proposal shall be considered incomplete and shall not

subsequent errata shall not be considered.

6.0 First Committee Action Hearing (CAH #1)

6.1 **Intent:** The intent of the First Committee Action Hearing (CAH #1) is to permit interested parties to present their views including the cost and benefits on the code

hearings (see Section 6.6). Participants shall not advocate a position on specific code change proposals with Committee members other than through the methods provided in this policy.

6.4.3 Presentation of Material at the Committee Action Hearing: Information to be provided at the hearing shall be limited to verbal presentations and modifications submitted in accordance with Section 6.5.2. Each individual presenting information at the hearing shall state their name and affiliation, and shall identify any entities or individuals they are representing in connection with their testimony. Audio-visual presentations are not permitted. Substantiating material submitted in accordance with Section 4.3.5.3 and other material submitted in response to a code change

6.4.5.2 Tabled code change proposals back to the floor: The Moderator shall bring the tabled code change proposal(s) back to the floor at the applicable time/agenda location in accordance with Section 6.4.5 Items 1 or 2. The testimony on the code change proposal shall resume at the point in the process where the tabling occurred.

6.4.6 Reconsideration: There shall be no reconsideration of a code change proposal after it has been voted on by the Committee in accordance with Section 6.6.

6.4.7 Time Limits: Time limits shall be established as part of the agenda for testimony on all code change proposals at the beginning of each hearing session. Each person testifying on a code change proposal shall be given equal time. In the interest of time and fairness to all hearing participants, the Moderator shall identify the time limits on debate at the beginning of the hearing. The Moderator shall have the authority to adjust time limits as necessary in order to complete the hearing agenda.

6.4.7.1 Time Keeping: Keeping of time for testimony by an individual shall be by an automatic timing device. Remaining time shall be evident to the person testifying. Interruptions during testimony shall not be tolerated. The Moderator shall maintain appropriate decorum during all testimony.

6.4.7.2 Proponent Testimony: The Proponent is permitted to waive an initial statement. The Proponent shall be permitted to have the amount of time that would have been allocated during the initial testimony period plus the amount of time that would be allocated for rebuttal. Where the code change proposal is submitted by multiple proponents, this provifea.044 .7#allingTD [(s)-1.7(to

6.5.2 Modifications: Modifications to code change proposals may be suggested from the floor by any person participating in the hearing. The person proposing the modification, or his/her designee, is deemed to be the proponent of the modification.

6.5.2.1 Submission. All modifications shall be submitted electronically to the ICC Secretariat in a format determined by ICC unless determined by the Chairperson to be either editorial or minor in nature. The modification will be forwarded electronically to the members of the Committee during the hearing and will be projected on the screen in the hearing room.

6.5.2.2 Criteria. The Chairperson shall rule proposed modifications in or out of order before they are discussed on the floor. A proposed modification shall be ruled out of order if it:

1. changes the scope of the original code change proposal; or

2. is not readily understood to allow a proper assessment of its impact on the original code change proposal or the Code.

The ruling of the Chairperson on whether or not the modification is in or out of order shall be final and is not subject to a point of order in accordance with Section 6.4.8.

6.5.2.3 Testimony. When a modification is offered from the floor and ruled in order by the Chairperson, a specific floor discussion on that modification is to commence in accordance with the procedures listed in Section 6.5.1.

6.5.2.3.1 Time Limits: Time limits on testimony on a modification shall be in accordance with the following:

1. Support: 1 minute
2. Opposition: 1 minute
3. Rebuttal in support: 30 seconds
4. Rebuttal in opposition: 30 seconds

6.6 Committee Action: Following the floor discussion of each code change proposal, one of the following motions shall be made and seconded by members of the Committee:

1. Approve the code change proposal As Submitted (AS) or
2. Approve the code change proposal As Modified with specific modifications (AM), or
3. Disapprove the code change proposal (D)

Discussion on this motion shall be limited to Committee members. If a Committee member proposes a modification which had not been proposed during floor discussion, the Chairperson shall rule on the modification in accordance with Section 6.5.2.2. If a Committee member raises a matter of issue, including a proposed modification, which has not been proposed or discussed during the floor discussion, the Moderator shall suspend the Committee discussion and shall

reopen the floor discussion for comments on the specific matter or issue. Upon receipt of all comments from the floor, the Moderator shall resume Committee discussion.

The Committee shall vote on each motion with the majority dictating the Committee's action. Committee action on each code change proposal shall be completed when one of the motions noted above has been approved. Each Committee vote shall be supported by a reason.

The ICC shall maintain a record of the hearing proceedings including the action on each code change proposal.

6.7 Report of the First Committee Action Hearing (CAH #1): The results of the First Committee Action Hearing (CAH #1), including Committee action and reason, shall be posted on the ICC website not less than 60 days prior to the Second Committee Action Hearing (CAH #2) , except as approved by the ICC Board.

7.0 Submittal of Comments to the First Committee Action Hearing (CAH #1) (NEW)

7.1 Intent: Any interested person, persons or group may submit a comment noting disagreement with the action taken at the First Committee Action Hearing (CAH #1). The comment process gives attendees at the Second Committee Action Hearing (CAH #2) an opportunity to consider specific objections to the results of the First Committee Action Hearing (CAH #1) and more thoughtfully prepare for the discussion and comment consideration at the Second Committee Action Hearing (CAH #2).

7.1.1 Public Comment Hearing consideration: In order for a code change proposal to be considered for a further modification at the Public Comment Hearing, such proposal must have received a comment and been considered and acted upon at the Second Committee Action Hearing (CAH #2).

7.1.2 Proposed New Reference Standards and Standards Updates: Proposed new referenced standards and proposed updates of existing standards with coordinating text are limited to original code change submittals in accordance with Section 4.6.3. Comments proposing a

7.4 **Form and Content of Comments:** Any interested person, persons, or group may submit a public comment to the results of the First Committee Action Hearing (CAH #1)

7.5.1 and the comment shall be held until the deficiencies are corrected. The commenter shall have the right to appeal this action in accordance with the policy of the ICC Board. A bibliography of any substantiating material submitted with a comment shall be published with the comment and the substantiating material shall be made available at the Second Committee Action Hearing (CAH #2). Supporting documentation may be provided via a link to a website provided by the commenter and included in the reason statement and bibliography. The reason statement shall include the date the link was created. All substantiating material published by ICC is material that has been provided by the proponent and in so publishing ICC makes no representations or warranties about its quality or accuracy.

7.4.6 Cost Impact: The proponent of the comment shall indicate one of the following regarding the cost impact of the comment to the code change proposal:

1) The net effect of the comment and code change proposal will increase the cost of construction;
2) The net effect of the comment and code change proposal will decrease the cost of construction; or
3) The net effect of the comment and code change proposal will not increase or decrease the cost of construction.

The commenter shall submit information which substantiates such assertion. This information will be considered at the Second Committee Action Hearing (CAH #2) and will be included in the published comment. Supporting documentation may be provided via a link to a website provided by the commenter and included in the cost substantiation statement. The cost substantiation statement shall include the date the link was created.

Any comment submitted which does not include the requisite cost impact information shall be considered incomplete and shall not be processed.

7.4.7 Online submittal: Each comment and substantiating information shall be submitted online via cdpACCESS. Additional electronic copies may be requested when determined necessary by the Secretariat.

7.4.8 Submittal Deadline: ICC shall establish and post the submittal deadline for each cycle in accordance with Section 3.2. The posting of the deadline shall occur no later than 120 days prior to the comment deadline. Each comment shall be submitted online via cdpACCESS by the posted deadline. The submitter of a public comment is responsible for the proper and timely receipt of all pertinent materials by the Secretariat.

7.5 Review: The Secretariat shall be responsible for reviewing all submitted comments from an editorial and technical viewpoint similar to the review of code change proposals (see Section 5.2).

7.5.1 Incomplete Comment: When a comment is submitted with incorrect format, without the required information or judged as not in cow -9.792 -1e reque4.279 0.5(

7.5.2 Duplications: On receipt of duplicate or parallel comments, the Secretariat may consolidate such comments for Second Committee Action Hearing (CAH #2) comment consideration. Each commenter shall be notified of this action when it occurs.

7.5.3 Comments Received after Deadline: C

Second Committee Action Hearing (CAH #2), including Committee action and reason, shall be posted on the ICC website not less than 60 days prior to the Public Comment Hearing, except as approved by the ICC Board.

9.0 Submittal of Public Comments to the Second Committee Action Hearing (CAH #2)

9.1 Intent: The public comment process gives attendees at the Public Comment Hearing an opportunity to consider specific objections to the results of the Second Committee Action Hearing (CAH #2) for each code group and more thoughtfully prepare for the discussion for public comment consideration. The public comment process expedites the Public Comment Hearing by limiting the items discussed to consideration of items for which a public comment has been submitted. The Public Comment Hearing will be a combined hearing of both Code Group A and Code Group B code change proposals and public comments in accordance with Sections 3.0 and 10.0.

9.2 Deadline: The deadline for receipt of a public comment to the results of the Second Committee Action Hearing (CAH #2) shall be announced at the hearing but shall not be less than 30 days subsequent to the availability of the Report of the Second Committee Action Hearing (CAH #2) for the respective code group (see Section 8.5). The public comment deadline for Code Group A codes shall be early in the second year of the cycle and the public comment deadline for Code Group B codes shall be early in the third year of the cycle with specific dates posted in accordance with Section 3.2.

9.3 Withdrawal of Public Comment: A public comment may be withdrawn by the public commenter at any time prior to public comment consideration of that comment. A withdrawn public comment shall not be subject to public comment consideration. If the only public comment to a code change proposal is withdrawn by the public commenter prior to the vote on the consent agenda in accordance with Section 10.5.5, the proposal shall be considered as part of the consent agenda. If the only public comment to a code change proposal is withdrawn by the public commenter after the vote on the consent agenda in accordance with Section 10.5.5, the proposal shall continue as part of the individual consideration agenda in accordance with Section 10.5.6, however the public comment shall not be subject to public comment consideration.

9.4 Form and Content of Public Comments: Any interested person, persons, or group may submit a public comment to the results of the Second Committee Action Hearing (CAH #2) which will be considered when in conformance to these requirements. Each public comment to a code change proposal shall be submitted separately and shall be complete in itself. Each public comment shall contain the following information:

9.4.1 Public comment: Each public comment shall include the name, title, and email address of the public commenter. Email addresses shall be published with the public comments unless the commenter otherwise requests on the submittal form.

If a group, organization, or Committee submits a public comment, an individual with prime responsibility shall be indicated. If a public comment is submitted on behalf a client, group, organization or Committee, the name and email address of the client, group, organization or Committee shall be indicated. The scope of the public comment shall be consistent with the

Second Committee Action Hearing (CAH #2). Public comments which are determined as not within the scope of the code change proposal or Committee action shall be identified as such. The public commenter shall be notified that the public comment is considered an incomplete public comment in accordance with Section 9.5.1 and the public comment shall be held until the deficiencies are corrected. A copyright release in accordance with Section 4.3.5.5 shall be provided with the public comment.

9.4.2 Code Reference: Each public comment shall include the code change proposal number.

9.4.3 Multiple public comments to a code change proposal. A proponent shall not submit multiple public comments to the same code change proposal. When a proponent submits multiple public comments to the same code change proposal, the public comments shall be considered as incomplete public comments and processed in accordance with Section 9.5.1. This restriction shall not apply to public comments that attempt to address differing subject matter within a code section.

9.4.4 Desired Final Action: In order for a public comment to be considered, the public comment shall indicate the desired Final Action as one of the following:

1. Approve the code change proposal As Submitted (AS), or

2. Approve the code change proposal As Modified by the Committee modification published in the Report of the First or Second Committee Action Hearing (AMC) or published in a public comment in the Public Comment Agenda (AMPC), or

3. Disapprove the code change proposal (D)

9.4.5 Supporting Information: The public comment shall include a statement containing a reason and justification for the desired Final Action on the code change proposal. Reasons and justification which are reviewed in accordance with Section 9.5 and determined as not germane to the technical issues addressed in the code change proposal or Committee action may be identified as such. The public commenter shall be notified that the public comment is considered an incomplete public comment in accordance with Section 9.5.1 and the public comment shall be held until the deficiencies are corrected. The public commenter shall have the right to appeal this action in accordance with the policy of the ICC Board. A bibliography of any substantiating material submitted with a public comment shall be are iacie.2(r)00.03J -0.001 Tw 0 -1.093 TD [(bi)enter

1) The net effect of the public comment and code change proposal will increase the cost of construction;
2) The net effect of the public comment and code change proposal will decrease the cost of construction; or
3) The net effect of the public comment and code change proposal will not increase or decrease the cost of construction.

The public commenter shall submit information which substantiates such assertion. This information will be considered at the Public Comment Hearing and will be included in the published public comment. Supporting documentation may be provided via a link to a website provided by the public commenter and included in the cost substantiation statement. The cost substantiation statement shall include the date the link was created.

Any public comment submitted which does not include the requisite cost impact information shall be considered incomplete and shall not be processed.

9.4.7 Online submittal: Each public comment and substantiating information shall be submitted online via cdpACCESS. Additional electronic copies may be requested when determined necessary by the Secretariat.

9.4.8 Submittal Deadline: ICC shall establish and post the submittal deadline on the ICC website.

comments, shall review the submitted public comments and submit the necessary public comments in order to facilitate the coordination of code change proposals. Such review and submittal shall not delay the posting of the Public Comment Agenda as required in Section 9.6.

9.6 Public Comment Agenda: The First and Second Committee Action Hearing results on code change proposals that have not received a public comment and code change proposals from the Second Committee

published in the Public Comment Agenda (AMPC), and Disapproval (D).

10.5.9.5 **Initial Motion:** The Committee action from the Second Committee Action Hearing (CAH #2) shall be the initial motion considered.

10.5.9.6 **Motions for Modifications:** Whenever a motion under consideration is for Approval as Submitted or Approval as Modified, a subsequent motion and second for a modification published in the Public Comment Agenda may be made (see Section 9.4.4). Each subsequent motion for modification, if any, shall be individually discussed and voted before returning to the main motion. A two-thirds majority based on the number of votes cast by eligible voters shall be required for a successful motion on all modifications.

10.5.9.7 **Voting:** After dispensing with all motions for modifications, if any, and upon completion of discussion on the main motion, the Moderator shall then ask for the vote on the main motion. The vote on the main motion shall be taken electronically with the vote recorded and each vote assigned to the eligible voting member. In the event the electronic voting system is determined not to be used by ICC, a hand/standing count will be taken by the Moderator. If the motion fails to receive the majority required in Section 10.6, the Moderator shall ask for a new motion.

10.5.9.8 **Subsequent Motion:** If the initial motion is unsuccessful, a motion for either Approval as Submitted or Approval as Modified by one or more published modifications is in order. A motion for Disapproval is not in order. The vote on the main motion shall be taken electronically with the vote recorded and each vote assigned to the eligible voting member. In the event the ri( )7ctr.P .d5

10.5.9.10.1 Online Governmental Consensus Ballot Exceptions: Where Disapproval is the action at all three hearings in the code group cycle (First Committee Action Hearing (CAH #1), Second Committee Action Hearing (CAH #2) and the Public Comment Hearing), the Final Action on the code change proposal shall be Disapproval and the proposal shall not be placed on the Online Governmental Consensus Vote ballot.

10.6 Majorities for Public Comment Hearing Voting: The required voting majority for code change proposals individually considered shall be based on the number of votes cast by eligible voters at the Public Comment Hearing shall be in accordance with the following table.

Second Committee Action Hearing (CAH #2)	**Desired Final Action**		
	AS	**AMC/AMPC**	**D**
AS	Simple Maj(t)]T 0 T		

and the Public Comment Hearing), the Final Action on the code change proposal shall be Disapproval and the proposal shall not be placed on the Online Governmental Consensus Vote ballot.

11.2 Online Governmental Consensus Vote Voter Statement: In order to vote on the Online Governmental Consensus Vote, the eligible voter is required to acknowledge the following in order to proceed to the ballot:

1. I am currently an employee or public official actively engaged either full or part time in the administration, formulation, implementation or enforcement of laws, ordinances, rules or regulations relating to the public health, safety and welfare, or have Honorary Member status.
2. I am participating in this ICC activity in compliance with the ICC Code of Ethics (see Section 1.8), and I will avoid any circumstance that could create the appearance of a conflict of interest or otherwise compromise professional integrity.
3. As an eligible voting member, I have done my due diligence to become an informed voter on the matters that I am voting on, or as a representative of an ICC Governmental Member, my vote is being directed by the Governmental Member.
4. I am aware that voter guides that seek to influence or recommend voter positions are not endorsed by the International Code Council, and I understand that I am under no obligation to vote in accordance with any such voter guides.
5. I will not vote on any code change that would provide me with a direct personal financial benefit.
6. I will not vote on any code change that would provide a direct financial benefit to any individual or company with which I have a business interest or relationship.

11.3 Online Governmental Consensus Vote Ballot: The ballot for each code change proposal considered at the Public Comment Hearing will include:

1. The Public Comment Hearing result and vote count.
2. The allowable

Hearing and during the Online Governmental Consensus Vote; however, only the last vote cast will be included in the final vote tabulation. The ballot period will not be extended beyond the published period except as approved by the ICC Board.

11.4.1 Participation requirement: A minimum number of participants to conduct the Online Governmental Consensus Vote shall not be required unless the code change proposal(s) were not voted upon utilizing the electronic voting devices at the Public Comment Hearing and the resulting vote was not assigned to each eligible voting member in accordance with Sections 10.5.9.7 and 10.5.9.8. If this occurs, a minimum number of participants as determined by the ICC Board shall be required for those code change proposal(s) based on an assessment of the minimum number of votes cast during the entire Public Comment Hearing. The Online Governmental Consensus Vote shall determine the Final Action on the code change proposal(s) in accordance with Section 13.1.

12.0 Eligible Final Action Voters

12.1 Eligible Final Action Voters: Eligible Final Action voters include ICC Governmental Member Voting Representatives and Honorary Members in good standing who have been confirmed by ICC in accordance with the Electronic Voter Validation System. Such confirmations are required to be revalidated once each code development cycle. After initial validation, changes to the list of GMVRs for the remainder of the code development cycle shall be made in accordance with Section 12.2. Eligible Final Action voters in attendance at the Public Comment Hearing and those participating in the Online Governmental Consensus Vote shall have one vote per eligible voter on all Codes. Individuals who represent more than one Governmental Member shall be limited to a single vote.

12.2 Applications: Applications for Governmental Membership must be received by the ICC at least 30 days prior to the Group A First Committee Action Hearing (CAH #1) in order for its designated representatives to be eligible to vote at the Code Group A and B Public Comment Hearing or Online Governmental Consensus Vote. Applications, whether new or updated, for Governmental Member Voting Representative status must be received by the Code Council 30 days prior to the commencement of the first day of the Code Group A and B Public Comment Hearing in order for any designated representative to be eligible to vote. An individual designated as a Governmental Member Voting Representative shall provide sufficient information to establish eligibility as defined in the ICC Bylaws. The Executive Committee of the ICC Board, in its discretion, shall have the authority to address questions related to eligibility.

13.0 Tabulation, Certification and Posting of Results

13.1 Tabulation and Validation: Following the closing of the online ballot period, the votes received will be combined with the vote tally at the Code Group A and B Public Comment Hearing to determine the final vote on the code change proposal. If a hand/standing count is utilized per Subsection 10.5.9.7 or 10.5.9.8, those votes of the Public Comment Hearing will not be combined with the online ballot. ICC shall retain a record of the votes cast and the results shall be certified by a validation Committee appointed by the ICC Board. The validation Committee shall report the results to the ICC Board, either confirming a valid voting process and result or citing irregularities in accordance with Section 13.2.

13.2 Voting Irregularities: Where voting irregularities or other concerns with the Online

Governmental Consensus Voting process which are material to the outcome or the disposition of a code change proposal(s) are identified by the Validation Committee, such irregularities or concerns shall be immediately brought to the attention of the ICC Board. The ICC Board shall take whatever action necessary to ensure a fair and impartial Final Action vote on all code change proposals, including but not limited to:

1. Set aside the results of the Online Governmental Consensus Vote and have the vote taken again.
2. Set aside the results of the Online Governmental Consensus Vote and declare the Final Action on all code change proposals to be in accordance with the results of the Public Comment Hearing.
3. Other actions as determined by the ICC Board.

13.3 Failure to Achieve Majority Vote: In the event a code change proposal does not receive any of the required majorities for Final Action in Section 11.1, the Final Action on the code change proposal in question shall be Disapproval.

13.4 Final Action Results: The Final Action on all code change proposals shall be published as soon as practicable after certification of the results. The results shall include the Final Action taken, including the vote tallies from both the Public Comment Hearing and Online Governmental Consensus Vote, as well as the required majority in accordance with Section 11.1. ICC shall maintain a record of individual votes for auditing purposes; however, the record shall not be made public. The exact wording of any resulting text modifications shall be made available to any interested party.

14.0 Code Publication

14.1 Next Edition of the Codes: The Final Action results on code change proposals shall be the basis for the subsequent edition of the respective Code.

14.2 Code Correlation: The Code Correlation Committee is authoriz [(N)181 Tc 0.227(or)0.6c
howe7(e39.229 Tw el)- ( )Tj 0.001 T

16.0 Violations

16.1 ICC Board Action on Violations: Violations of the policies and procedures contained in this Council Policy shall be brought to the immediate attention of the ICC Board for response and resolution. Additionally, the ICC Board may take any actions it deems necessary to maintain the integrity of the code development process.

Sections added in December 7, 2022 revision to CP-28:
Sections 3.0, 7.0 and 8.0 added for the new process effective with the 2024/2026 Cycle, and coordination of process requirements throughout based on these new sections
Added Section 6.5.2.3.1
Added Sections 10.5.9.10.1 and 11.1.1

Sections revised in July 16, 2021 revision to CP-28:
8.2

Sections revised in December 3, 2020 revision to CP-28:
3.3.5.4
3.3.5.4.1
5.4.3
5.4.3.1
5.4.4.1
5.4.4.2
5.4.4.3
5.4.4.4
5.4.5
5.4.5.1
5.4.5.2
5.4.5.3
5.4.5.4
5.4.8
5.4.8.1

Sections revised in November 2, 2020 revisions to CP-28:
5.7 (removal of entire section)
2.5
5.1
5.4.2
5.8
6.1
6.4.1
6.6
7.4

Section revised in January 1, 2019 revision to CP-28:
9.1

Sections revised in October 20, 2018 revision to CP-28:
2.3
2.3.1
2.3.1.1

2.3.1.2
2.3.2
2.3.2.1
2.3.2.2
2.3.2.3
2.3.2.3
2.3.2.5
2.3.2.6
2.3.2.7
2.3.2.8
2.3.2.9
2.3.2.10
2.3.2.11

Sections revised in July 27, 2018 revision to CP-28:

4.6.1

Sections revised in December 8, 2017 revision to CP-28:

3.3.5.5
8.3.1

Sections revised in September 9, 2017 revision to CP-28:

3.2
3.3.5.3
3.3.5.4
3.3.5.6
3.6.3.1.1
3.6.3.1.2
4.6
5.4.4
5.4.4.1
5.4.4.2
5.4.5
5.4.5.1
5.4.5.2
5.5.2
5.5.2.2
6.4.5
6.4.6
7.5.2
7.5.2.1
7.5.2.2
7.5.3
7.5.3.1
7.5.3.2
7.5.9.10
8.2 – Number 7
11.2