

Association Standards Management Regulations

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Association standards Management Regulations

Chapter I General Provisions

Article 1 These regulations are established to strengthen the standardized management of the Association's members' participation in the development and revision of standards and to assist in the advancement of the global intelligent new energy vehicle industry through standards.

Article 2 The standardization and revision processes within the Association shall adhere to the principles of broad participation, fairness, openness, transparency, and coordination:

- (1) Broad participation: Any individual or entity may participate in the standardization and revision work.
- (2) Fairness and Impartiality: The standard development process shall follow established procedures and shall not favor any particular interest.
- (3) Openness and Transparency: Each stage of the standard formulation process shall be published on the official website of the Association.
- (4) Coordination and Harmonization: A prescribed procedure shall be implemented to consider all opinions, reconcile conflicting views, and ensure that industry

feedback is fully considered from project initiation to the final publication of the standard through public voting.

Article 3 The standardization and revision of the Association shall be cutting-edge and widely adaptable.

1. Standard projects should have broad international applicability and clear prospects for application.
2. Priority will be given to projects that align with the direction of the international market, meet global market needs, and drive industry progress.
3. Preference will be given to leading-edge and innovative projects.

Chapter II Standard Development Procedure

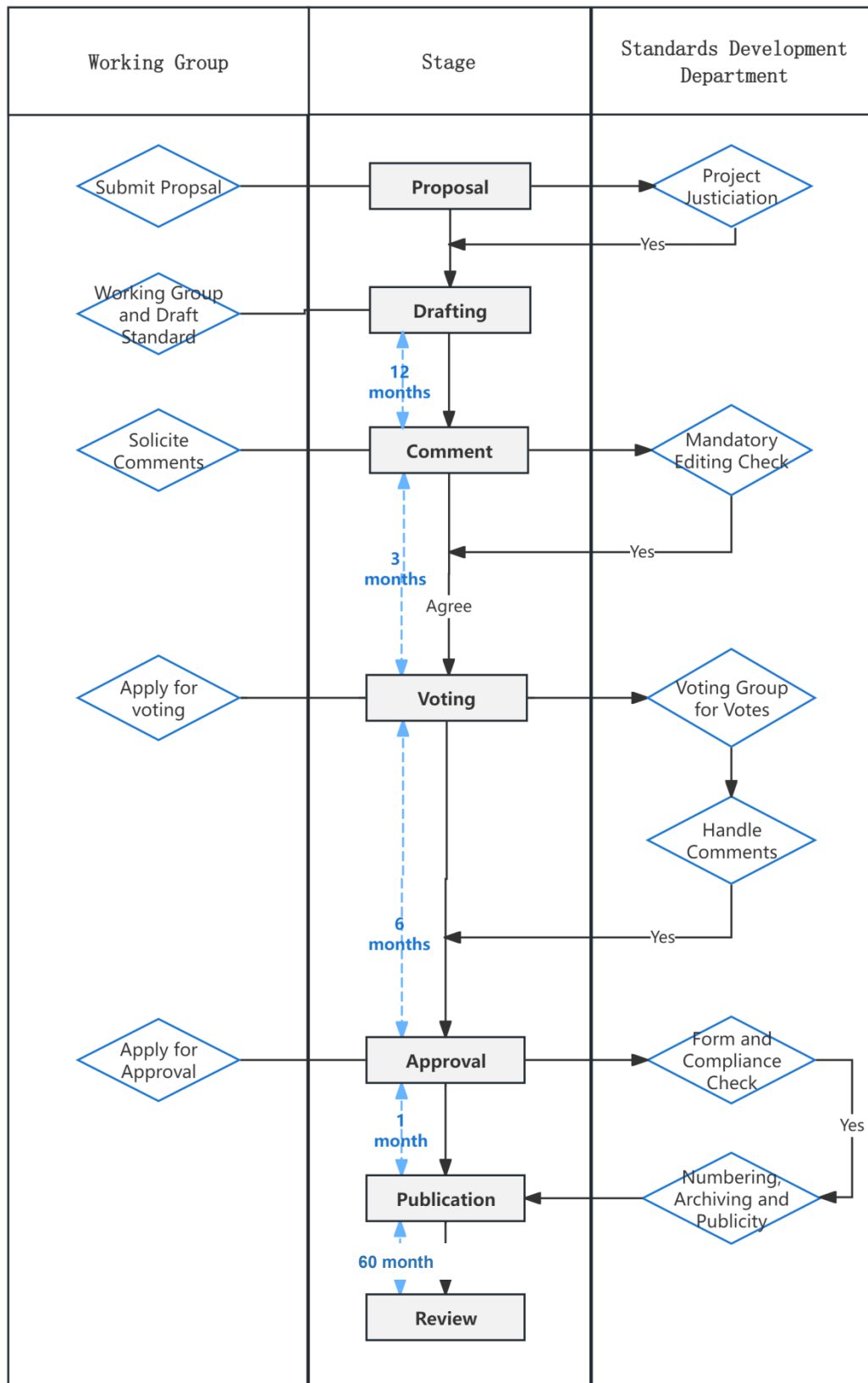
Section 1 Overview of Workflow

Article 4 The standard-development procedure consists of the following steps: proposal, drafting, comment solicitation, voting, approval, publication, and review.

Article 5 The timeline for the standard development process is outlined below:

No.	Stage	Tasks	Period
1	New Proposal	Completion of the new proposal	Launch upon approval
2	Drafting	① Formation of working groups ② Preparation of standards, development of standards for comments	12 months
3	Comment	① Mandatory editing check ② Solicitation of comments (Technical Committee, Open Call) ③ Opinion processing, forming a summary table of opinions and a standard draft for review.	3 months
4	Voting	① Formation of a voting group to vote on the standard document. ② Processing of voting opinions until approved (or disapproved) ③ Standard draft for approval	6 months
5	Approval	① Process Compliance Check ② Approval	1 month
6	Publication	Standard numbers, archiving and publication	2 months
7	Review	Periodic review of published standards to confirm continued relevance Validity, amendment or repeal	60 months

Article 6 The working procedure of standardization and revision shall follow the process outlined in the figure below..



Article 7 If an extension is required due to unavoidable circumstances, the working group may request up to two extensions, six months each time. If the extension is not granted, the project will be withdrawn.

Article 8 Each stage of standardization shall be made public on the Association's official website by the Standards Development Department.

Section 2 New Proposal

Article 9 Entities or individuals may submit proposals for standardization projects to any standard technical committee of the Association. The Standards Development Department will also periodically solicit standardization and revision projects.

Article 10 To propose a standard project, the applicant must complete the project application form and submit it to the Standards Development Department, ensuring that all materials are complete and accurate.

Article 11 The following documents are required to initiate a project proposal:

1. Application form for new standard proposal
2. PowerPoint presentation justifying the standard proposal
3. Additional documents as required by the Standards Development Department

Article 12 The Standards Development Department will organize the applicants to conduct project justification and arrange a meeting with the technical committee

experts. Comments from experts will be collected within 7 working days. A project will be considered approved if it receives a 3/4 majority affirmative vote. Abstentions are not counted; if abstentions exceed 30%, the vote will be invalid.

Article 13 The adoption of the standard project will be published on the Association's website, and the project will be assigned a task number formatted as "IADS/WD + number." The Standards Development Department will designate a project manager to monitor the progress and provide process support.

Section 3 Drafting

Article 14 After a standard project is initiated, it should be determined whether a new standard working group needs to be formed or whether the project will be handled by an existing working group. The project declaration unit shall convene the working group members, with the project declaration unit acting as the working group chairperson. A vice-chairperson can be elected if needed. The working group will also elect a secretary. A kick-off meeting must be held within 3 months of project initiation to start drafting the standard.

Article 15 Working group members are required to attend the kick-off meeting. Absences must be notified to the chairperson in advance. At least one online or offline standards seminar must be organized every six months, with the secretary

responsible for taking minutes following the Association's template.

Section 4 Solicit Comments

Article 16 Before soliciting comments, the standard must be submitted to the Standards Development Department. Upon approval, the technical committee may solicit public comments on the website and send targeted solicitation letters to global stakeholders.

Article 17 The following documents are required for submitting a standard for comment:

1. Draft standards for comments;
2. Approval documents for the standard proposal;
3. Working group meeting minutes (including a motion to open the comment solicitation).

Article 18 The comment solicitation period shall be no less than 60 days. Entities and individuals consulted must provide written feedback within the specified timeframe, explaining the basis for their comments. Comments submitted after the deadline will be disregarded.

Article 19 After the comment solicitation is opened, the Standards Development Department will simultaneously conduct a mandatory editorial review of the standard document.

Article 20 The Working Group shall must address all valid comments and provide reasons for rejecting any suggestions.

Article 21 The working group will summarize the comments, review them internally, and submit the final minutes to the Standards Development Department to apply for voting.

Section 5 Voting

Article 22 Upon the completion of comments solicitation, the working group shall ask the standard Development Department for standard voting.

Article 23 The following documents are required for a standard voting review:

1. Standard for Voting;
2. Standard proposal approval documents;
3. Summary of comments;
4. Working Group Minutes (including a motion to initiate voting);
5. Additional supporting materials.

Article 24 A Voting Group will be established, recommended by the working group and reviewed by the Standards Development Department.

Article 25 The Voting Group will consist of at least 7 members, with no upper limit. The number of members from any one field should not exceed 1/3 of the total

members.

Article 26 Once the Voting Group is confirmed, it cannot be changed. The working group must respond to the comments from the voting members. Voting will be considered approved if more than two-thirds of the members vote affirmatively, and no more than one-third of the affirmative votes come from any single field.

Article 27 If the vote is not approved within the given timeframe, the Voting Group will be reconstituted.

Section 6 Approval

Article 28 After approval through voting, the working group will prepare a draft for final approval and submit it to the Standards Development Department for a form and compliance review.

Article 29 The following documents are required for the form and compliance review:

1. Draft Standard for Approval;
2. Standard proposal approval documents;
3. Summary of Comments;
4. Minutes of the Working Group meetings;
5. Standard voting conclusion;
6. Response form for comments from the voting process;

7. Standard Approval Form.

Article 30 The Standards Development Department will review the documents, focusing on completeness, compliance with procedures, and adherence to standardization. Standards that meet the requirements will be adopted according to procedure and submitted to central secretariat.

Section 7 Publication

Article 31 Once the standard passes the review, the Standards Development Department will assign a number in the format "IADS Std + sequence number" for archiving and publication on the official website.

Article 32 The standard documents will be published by the Association in the form of electronic documents

Section 8 Review

Article 33 After implementation, the standard will undergo a review according to the needs of the relevant fields, typically within a 5-year cycle. **Article 34** The leading entity of standard development shall conduct a self-assessment of the standard, providing recommendations to "maintain," "revise," or "abolish" the standard. A self-assessment form will be submitted to the Standards Development

Department.

Article 35 The review will generally take place as a meeting conducted by experts in the relevant technical field. The conclusion of the review will determine whether to "maintain," "revise," or "abolish" the standard. A review notice will be issued.

Article 36 The results of the standard review will be handled as follows:

- (1) If maintained, the original number will remain, with the phrase "Validity verified in xxxx (year)" added below the standard number on subsequent publications.
- (2) If revised, the standard will follow the revision procedure, retaining the original number or changing to a revised number.

Standards that are abolished will be retired and sequence number no longer used.

Chapter III Supplementary Provisions

Article 37 The Council has the right to interpret these IPR Management Regulations.

Article 38 These Regulations shall come into force after being approved by the Council on November 29, 2024.