

## **NDEDIC Voting Process**

### **Approval Process for Standards and Guidance**

The work of NDEDIC is accomplished through its work groups and task groups. When a standard or guidance document has been developed and approved at the work group level, it is presented to NDEDIC members for voting, and non-members may register to provide comments.

### **Member Voting**

Voting on NDEDIC industry standards and guidance is an exclusive member benefit. Members are given 30 days' notice of an upcoming ballot period, and offered the opportunity to opt-in for voting, to establish the voting group for the upcoming ballot. The ballot is then sent to the voting group for review and vote (which may be cast as *affirmative*, *negative* or *abstain*). Unlimited comments may be submitted with each vote.

### **Non-member Review, Comments**

30 days prior to an upcoming ballot period, NDEDIC provides non-members an opportunity to register to submit comments on the balloted items. Notification to non-members is posted on NDEDIC.org, and may also be sent to others who have requested to be added to our non-member database. Non-members who register by the assigned 30-day deadline are eligible to review the ballot and submit comments.

### **Voting/Commenting Period**

The voting/commenting period is open for 30 days.

### **Work Group Review**

Votes and comments are compiled and returned to the appropriate NDEDIC work group. The work group categorizes comments as *non-persuasive*, *persuasive* or *unrelated*. Each comment is discussed and changes are made to the standard or guidance document, where appropriate. Comments are also categorized as either *substantive* or *non-substantive*. A *substantive* comment has, in effect, materially changed the standard or guidance document, and will require that the revised version be recirculated for another voting/commenting period. Grammatical or editorial comments are considered non-substantive, and may or may not be incorporated into the document, without causing recirculation of the document.

Each person who submits a comment is notified of the action taken by the work group.

### **Approved Ballots**

A ballot is passed if 75% of the non-abstaining votes cast are *affirmative*. A ballot is only recirculated one time, if necessary, and should it fail to reach this 75% affirmative level, the document is sent back to the work group for further issue resolution.

Approved ballots are sent to the NDEDIC Board of Trustees for final approval of the standard or guidance document. Once approved, it will be posted on the NDEDIC website.

For more information, visit [www.ndedic.org](http://www.ndedic.org).