



Designation: D4968 – 19a

## Standard Practice for Annual Review of Test Methods and Specifications for Plastics<sup>1</sup>

This standard is issued under the fixed designation D4968; the number immediately following the designation indicates the year of original adoption or, in the case of revision, the year of last revision. A number in parentheses indicates the year of last reapproval. A superscript epsilon ( $\epsilon$ ) indicates an editorial change since the last revision or reapproval.

### 1. Scope\*

1.1 This practice is intended to assist the subcommittees and sections of Committee D20 on Plastics with the process of standards evaluation during the five-year review mandated by ASTM or when changes to test methods and specifications are required. It is intended to complement the *Form and Style for ASTM Standards* (“Blue Book”) not replace it.

NOTE 1—There is no known ISO equivalent to this standard.

1.2 *This international standard was developed in accordance with internationally recognized principles on standardization established in the Decision on Principles for the Development of International Standards, Guides and Recommendations issued by the World Trade Organization Technical Barriers to Trade (TBT) Committee.*

### 2. Referenced Documents

2.1 *ASTM Standards:*<sup>2</sup>

D883 Terminology Relating to Plastics

D5740 Guide for Writing Material Standards in the Classification Format

E177 Practice for Use of the Terms Precision and Bias in ASTM Test Methods

E456 Terminology Relating to Quality and Statistics

E691 Practice for Conducting an Interlaboratory Study to Determine the Precision of a Test Method

E2653 Practice for Conducting an Interlaboratory Study to Determine Precision Estimates for a Fire Test Method with Fewer Than Six Participating Laboratories

E2935 Practice for Conducting Equivalence Testing in Laboratory Applications

Form and Style for ASTM Standards (Blue Book)

<sup>1</sup> This guide is under the jurisdiction of ASTM Committee D20 on Plastics and is the direct responsibility of Subcommittee D20.90 on Executive.

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<sup>2</sup> For referenced ASTM standards, visit the ASTM website, [www.astm.org](http://www.astm.org), or contact ASTM Customer Service at [service@astm.org](mailto:service@astm.org). For *Annual Book of ASTM Standards* volume information, refer to the standard's Document Summary page on the ASTM website.

### 3. Terminology

3.1 *Definitions*—For definitions of terms that appear in this practice relating to plastics, refer to Terminology D883.

3.2 For definitions of terms that appear in this practice relating to quality and statistics, refer to Terminology E456.

3.2.1 *Repeatability*—precision under repeatability conditions. (E456)

3.2.2 *repeatability conditions, n*—conditions where independent test results are obtained with the same method on identical test items in the same laboratory by the same operator using the same equipment within short intervals of time. (E456)

3.2.3 *Reproducibility*—precision under reproducibility conditions. (E456)

3.2.4 *reproducibility conditions, n*—conditions where test results are obtained with the same method on identical test items in different laboratories with different operators using different equipment. (E456)

3.3 The International Code Council (ICC) has issued guidelines for standards that are appropriate for reference in ICC codes, which include the requirement that they shall be written in mandatory language.

3.3.1 In practice, the key issue is to avoid using the terms “may” and “should,” except within definitions, appendixes and non-mandatory notes.

### 4. Significance and Use

4.1 It is the intention of this practice, in addition to the *Form and Style for ASTM Standards*, to assist persons revising test methods and specifications in Committee D20 to ensure that all required elements are included and that the revised document is presented in the most user-friendly manner possible.

4.2 This practice is intended for use by Committee D20 when test methods and specifications under its jurisdiction are revised because of technical changes or upon five-year review.

4.3 The figures in Annex A1 contain three flowcharts. Fig. A1.1 is a flowchart that shows the review process for standards that have been revised or reapproved recently. Fig. A1.2 is a flowchart for standards that have neither been revised nor reapproved within five years of a new review. Fig. A1.3 is a flowchart for the precision and bias process in outline form.

\*A Summary of Changes section appears at the end of this standard