	Thursday, April 22	Friday, April 23
10:00 AM	Codes & Standards 10:00 - 11:00 Ober	Code Development 10:00 - 10:45 Hickman
10:15 AM		
10:30 AM		
10:45 AM		
11:00 AM	VOC Reg Monitoring 11:00 - 11:45 Bates	Code Compliance Interface 11:00 - 11:45 Cadena/Hull/Younkin
11:15 AM		
11:30 AM		
11:45 AM	Air Barrier Details, 11:45 - 12:00, Janni	D6878 TPO Considerations for Revision 11:45 - 12:15, Sanborn
12:00 PM	**Roof Drainage Assessment Using LiDAR** Mike Sexton, Sr. Facilities Professional, Terracon, Nashville, TN Josiah Lau, CoFounder, Novlum, Calgary AB Canada	
12:15 PM		
12:30 PM		GT-1 12:30 - 1:00, LeClare
12:45 PM	Lightning Protection, 12:45 - 1:15, Van Dam	
1:00 PM		IA-1 1:00 - 1:30, Childs
1:15 PM	Installation of Roof Components to Concrete Roof Decks 1:15 - 1:45, Schwetz	
1:30 PM		FX-1 1:30 - 2:15, Choiniere
1:45 PM	Digital Content & Communications 1:45 - 2:15, Burzynski	
2:00 PM		
2:15 PM	DORA 2:15 - 3:00 Darsch/Malpezzi	
2:30 PM		Technical Committee 2:30 - 3:15 Bates
2:45 PM		
3:00 PM	DORA Rule Fire & Impact 3:00 - 3:30, O'Neal	
3:15 PM		
3:30 PM		Board of Directors 3:30 - 5:00
3:45 PM	Ballast Requirement, 3:45 - 4:00, Ober/Taykowski	
4:00 PM	Education 4:00 - 4:30, Chamberlain	
4:15 PM		
4:30 PM	Expansion Joints 4:30 - 5:00	
4:45 PM		
5:00 PM		

Return to Schedule

SPRI
Code and Standards Task Force
Online Meeting
April 22, 2021
10:00 a.m.

AGENDA

I. Call to Order — R. Ober

II. Roll Call & Reading of SPRI Antitrust Statement

III. Codes
- a. ICC
- b. California
- c. EPA
- d. Factory Mutual

IV. Industry Associations
- a. ACC
- b. ASHRAE
- c. CEC
- d. CRRC
- e. IIBEC
- f. RICOWI

V. Standards
- a. ANSI activity
- b. ASTM activity
- c. SPRI Standards
- d. EPD Renewal

VI. Adjournment

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Return to Schedule

SPRI
VOC Regulation Monitoring
Online Meeting
April 22, 2021
11:00 a.m.

AGENDA

I.	Call to Order	J. Bates
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	PCBTF Regulation Updates	
IV.	Rule 1168 Technology Assessment	
V.	SCAQMD Spray PUR Foam Testing Updates	
VI.	Other VOC issues	
VII.	Adjournment	

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Return to Schedule

SPRI
Air Barrier Details Task Force
Online
April 22, 2021
11:45 a.m.

AGENDA

I.	Call to Order	A. Janni
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Update and review of details from Adam Ugliuzza (Intertek) (ABAA)	
IV.	Discussion on grouping details, ABAA is asking for input	
V.	Any new business	
VI.	Adjournment	

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Return to Schedule

SPRI
Lightning Protection Task Force
Online Meeting
April 22, 2021
12:45 p.m.

AGENDA

I. Call to Order B. Van Dam

II. Roll Call & Reading of the SPRI Antitrust Statement

III. Review NEMA and UL code proposals RE lightning protection (see attached)

IV. Discuss draft of language for change to NEMA and/or UL proposals in return for SPRI support

V. Adjournment

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Below Copy of current NEMA proposal surrounding lightning protection

G175-21 Part I

PART I - IBC: SECTION 202 (New), 2701.1, SECTION 2703 (New), NFPA Chapter 35 (New)PART II - IFC: SECTION 202 (New), 601.1, SECTION 611 (New)

Proponents: Bryan P. Holland, MCP, CStd., National Electrical Manufacturers Association, representing National Electrical Manufacturers Association (bryan.holland@nema.org)

THIS IS A 2 PART CODE CHANGE. PART I WILL BE HEARD BY THE GENERAL CODE COMMITTEE. PART II WILL BE HEARD BY THEFIRE CODE COMMITTEE. SEE THE TENTATIVE HEARING ORDER FOR THESE COMMITTEES.

2021 International Building Code

Add new definition as follows:

LIGHTNING PROTECTION SYSTEM. A complete system of strike termination devices, conductors which could include conductive structural members, grounding electrodes, interconnecting conductors, surge protection, and other connectors and fittings required to complete the system.

Revise as follows:

2701.1 Scope. The provisions of this chapter and NFPA 70 shall govern the design, construction, erection and installation of the electrical components, appliances, equipment and systems used in buildings and structures covered by this code. The *International Fire Code*, the *International Property Maintenance Code* and NFPA 70 shall govern the use and maintenance of electrical components, appliances, equipment andsystems. The *International Existing Building Code* and NFPA 70 shall govern the alteration, repair, relocation, replacement and addition of electricalcomponents, appliances, or equipment and systems.
Lightning protection systems shall comply with Section 2703.

Add new text as follows:

SECTION 2703 LIGHTNING PROTECTION.

2703.1 Lightning Protection. A lightning protection system shall be installed on all new buildings and additions in accordance with NFPA 780

2703.2 Additions. Where additions are constructed to existing buildings, the existing building's lightning protection system, where present, shall be interconnected and bonded to the new lightning protection system.

2703.3 Surge Protection. Surge protection shall be installed in accordance with NFPA 70 as required by NFPA 780.

> **Exception: Lightning protection shall not be required for any building or addition where the average lightning flash density is two or fewer flashes per square kilometer per year as indicated in Figure L.2 of NFPA 780 or where determined to be unnecessary by evaluation using theRisk Assessment Guide in NFPA 780 or an alternative method approved by the code official.**

Add new standard(s) as follows:

NFPA

National Fire Protection Association
1 Batterymarch Park
Quincy MA 02169-7471

NFPA 780-20: Standard for the Installation of Lightning Protection Systems

Staff Analysis: UL 780-17 is currently referenced in the 2021 IFC. This is a new edition and a new occurrence of the reference.

Staff Note: G175-21 and G176-21 addresses requirements in a different or contradicting manner. The committee is urged to make their intentions clear with their actions on these proposals.

Reason Statement: Lightning remains the only naturally occurring hazard to buildings and structures that is not addressed or mitigated against in the IBC. The protection against wind, rain, snow, flooding, fire, earthquakes, pests, and other environmental conditions that threaten the safety, public heath, and general welfare of the public have become fundamental requirements of the code. When it comes to one of the most common and costly destructive elements, the current code offers absolutely no protection whatsoever from the negative impacts to a building and structure as aresult of lightning. During the five-year-period of 2007-2011, NFPA estimates that U.S. local fire departments responded to an estimated average of 22,600 fires started by lightning per year. These fires caused an estimated average of nine civilian deaths, 53 civilian injuries and $451 million in direct property damage per year. These estimates are based on data from the U.S. Fire Administration (USFA) National Fire Incident Reporting System (NFIRS) and the National Fire Protection Association (NFPA) annual fire department experience survey[1]. Lightning-caused fires, structural damage, and other losses are one of the most common troubles faced by American business today. A Carnegie-Mellon study[2] showed that 33% of U.S. businesses are affected by lightning and that more businesses are affected by lightning storms than by floods, fires, explosions, hurricanes, earthquakes, and violence. Insured losses on property in the U.S. can exceed $5 billion dollars annually from lightning alone[3]. According to the Insurance Information Institute, lightning fires in non-residential properties caused an average of $108 million in direct property damage each yearfrom 2007 to 2011. The average annual damage in non-residential properties includes:$28 million in storage facilities, $22 million in places of assembly, such as houses of worship and restaurants, $19 million in nonhome residential properties such as hotels and motels, $15 million in mercantile and business properties such as offices, specialty shops and department stores, $15 million in industrial and manufacturing facilities, $3 million in outside properties, $3 million in educational and healthcare facilities, and $3 million in miscellaneous properties[4]. These stats only take into account the insured losses reported and do not include uninsured losses, lost productivity, lost sales, lost inventory, and other considerable factors.More lightning damage stats can be accessed here: http://lightningsafety.com/nlsi_lls/ListofLosses14.pdf. A copy of the Lightning Protection Institute "Build and Protect: Lightning Protection Frameworks for Resilient Design and Construction" white paper can be downloaded from here: https://lightning.org/wp-content/uploads/2019/11/Build-Protect-White-Paper-2019-1.pdf.

Bibliography:

1. **"Lightning fires and lightning strikes", Marty Ahrens, National Fire Protection Association, June 2013, https://www.nfpa.org//- /media/Files/News-and-Research/Fire-statistics-and-reports/US-Fire-Problem/Fire-causes/oslightning.pdf**
2. **"Securing the Supply of Electrical Services," by Jay Apt, Carnegie Mellon University, presented at the Carnegie Mellon Conference on CrisisReadiness, "Before the Next Crisis: Steps to Secure America's Essential Systems," February 28, 2006.**
3. **Hartford Insurance Group, Sept 14, 2006, http://www.lightningsafety.com/nlsi_lls/ListofLosses14.pdf**
4. **"Facts + Statistics: Lightning", Insurance Information Group, https://www.iii.org/fact-statistic/facts-statistics-lightning#Lightning%20fires%20in%20residential%20vs.%20non-residential%20properties**

Cost Impact: The code change proposal will increase the cost of construction
The average cost of a complete lightning protection system, including deign, materials, installation, and maintenance is approximately 1% to 5% oftotal construction cost of a building, whereas the average cost to renovate a building with lightning protection after completion of construction is approximately 10 times that of a new building under construction. The cost of the lightning protection system can be off set as much as 80% by insurance premium rate deductions and rebates. Lightning risk assessment calculations are readily available online, for free, and takes approximately 15-25 minutes to complete. A comprehensive lightning protection installation cost study can be reviewed here: https://ecle.biz/coststudy/.

G175-21 Part II

PART II - IFC: SECTION 202 (New), 601.1, SECTION 611 (New)

Proponents: Bryan P. Holland, MCP, CStd., National Electrical Manufacturers Association, representing National Electrical Manufacturers Association (bryan.holland@nema.org)

2021 International Fire Code

Add new definition as follows:

LIGHTNING PROTECTION SYSTEM. A complete system of strike termination devices, conductors which could include conductive structural members, grounding electrodes, interconnecting conductors, surge protection, and other connectors and fittings required to complete the system.

Revise as follows:

601.1 Scope. The provisions of this chapter shall apply to the installation, operation and maintenance of the following building services and systems:

1. **Electrical systems, equipment and wiring.**
2. **Information technology server rooms.**
3. **Elevator systems, emergency operation and recall.**
4. **Fuel-fired appliances, heating systems, chimneys and fuel oil storage.**
5. **Commercial cooking equipment and systems.**
6. **Commercial cooking oil storage.**
7. **Mechanical refrigeration systems.**
8. **Hyperbaric facilities.**
9. **Clothes dryer exhaust systems.**
10. **Lightning protection systems**

Add new text as follows:

SECTION 611 LIGHTNING PROTECTION SYSTEMS.

***611.1* Lightning Protection. A lightning protection system shall be installed on all new buildings and additions in accordance with NFPA 780 and meet Chapter 15 wind load requirements applicable to the area on building where the system is installed.**

611.1.1 Additions. Where additions are constructed to existing buildings, the existing building's lightning protection system, where present, shall beinterconnected and bonded to the new lightning protection system

611.1.2 Surge Protection. Surge protection shall be installed in accordance with NFPA 70 as required by NFPA 780.

Exception: Lightning protection shall not be required for any building or addition where the average lightning flash density is two or fewer flashes per square kilometer per year as indicated in Figure L.2 of NFPA 780 or where determined to be unnecessary by evaluation using theRisk Assessment Guide in NFPA 780 or an alternative method approved by the code official.

Staff Note: G175-21 and G176-21 addresses requirements in a different or contradicting manner. The committee is urged to make their intentions clear with their actions on these proposals.

Reason Statement: Lightning remains the only naturally occurring hazard to buildings and structures that is not addressed or mitigated against in the IBC. The protection against wind, rain, snow, flooding, fire, earthquakes, pests, and other environmental conditions that threaten the safety, public heath, and general welfare of the public have become fundamental requirements of the code. When it comes to one of the most common andcostly destructive elements, the current code offers absolutely no protection whatsoever from the negative impacts to a building and structure as aresult of lightning. During the five-year-period of 2007-2011, NFPA estimates that U.S. local fire departments responded to an estimated average of 22,600

fires started by lightning per year. These fires caused an estimated average of nine civilian deaths, 53 civilian injuries and $451 million in direct property damage per year. These estimates are based on data from the U.S. Fire Administration (USFA) National Fire Incident Reporting System (NFIRS) and the National Fire Protection Association (NFPA) annual fire department experience survey1. Lightning-caused fires, structural damage, and other losses are one of the most common troubles faced by American business today. A Carnegie-Mellon study2 showed that 33% of U.S. businesses are affected by lightning and that more businesses are affected by lightning storms than by floods, fires, explosions, hurricanes, earthquakes, and violence. Insured losses on property in the U.S. can exceed $5 billion dollars annually from lightning alone3. According to the Insurance Information Institute, lightning fires in non-residential properties caused an average of $108 million in direct property damage each year from 2007 to 2011. The average annual damage in non-residential properties includes:$28 million in storage facilities, $22 million in places of assembly, such as houses of worship and restaurants, $19 million in nonhome residential properties such as hotels and motels, $15 million in mercantile and business properties such as offices, specialty shops and department stores, $15 million in industrial and manufacturing facilities, $3million in outside properties, $3 million in educational and healthcare facilities, and $3 million in miscellaneous properties4. These stats only take intoaccount the insured losses reported and do not include uninsured losses, lost productivity, lost sales, lost inventory, and other considerable factors.More lightning damage stats can be accessed here: http://lightningsafety.com/nlsi_lls/ListofLosses14.pdf. A copy of the Lightning Protection Institute "Build and Protect: Lightning Protection Frameworks for Resilient Design and Construction" white paper can be downloaded from here: https://lightning.org/wp-content/uploads/2019/11/Build-Protect-White-Paper-2019-1.pdf.

Bibliography: 1. "Lightning fires and lightning strikes", Marty Ahrens, National Fire Protection Association, June 2013, https://www.nfpa.org//-/media/Files/News-and-Research/Fire-statistics-and-reports/US-Fire-Problem/Fire-causes/oslightning.pdf

2. "Securing the Supply of Electrical Services," by Jay Apt, Carnegie Mellon University, presented at the Carnegie Mellon Conference on CrisisReadiness, "Before the Next Crisis: Steps to Secure America's Essential Systems," February 28, 2006.

3. Hartford Insurance Group, Sept 14, 2006, http://www.lightningsafety.com/nlsi_lls/ListofLosses14.pdf

4. "Facts + Statistics: Lightning", Insurance Information Group, https://www.iii.org/fact-statistic/facts-statistics-lightning#Lightning%20fires%20in%20residential%20vs.%20non-residential%20properties

Cost Impact: The code change proposal will increase the cost of construction
The average cost of a complete lightning protection system, including deign, materials, installation, and maintenance is approximately 1% to 5% oftotal construction cost of a building, whereas the average cost to renovate a building with lightning protection after completion of construction is approximately 10 times that of a new building under construction. The cost of the lightning protection system can be off set as much as 80% by insurance premium rate deductions and rebates. Lightning risk assessment calculations are readily available online, for free, and takes approximately 15-25 minutes to complete. A comprehensive lightning protection installation cost study can be reviewed here: https://ecle.biz/coststudy/.

G176-21

IBC: SECTION 2703 (New), 2703.1 (New), 2703.2 (New), 2703.2.1 (New), 2703.3 (New), UL Chapter 35 (New), NFPA Chapter 35 (New)

Proponents: Jonathan Roberts, UL LLC, representing UL LLC (jonathan.roberts@ul.com)

2021 International Building Code

Add new text as follows:

SECTION 2703 LIGHTNING PROTECTION SYSTEMS.

2703.1 General. Where provided, lightning protection systems shall comply with Sections 2703.2 through 2703.3.

2703.2 Installation. Lightning protection systems shall be installed in accordance with NFPA 780 or UL 96A. UL 96A shall not be utilized for buildings used for the production, handling, or storage of ammunition, explosives, flammable liquids or gases, and other explosive ingredients including dust. Systems shall be installed to meet chapter 15 wind load requirements applicable to the area where installed

2703.2.1 Surge protection. Where lightning protection systems are installed, surge protective devices shall also be installed in accordance with NFPA 70 and either NFPA 780 or UL 96A, as applicable.

2703.3 Interconnection of systems. All lightning protection systems on a building or structure shall be interconnected in accordance with NFPA 780 or UL 96A, as applicable.

Add new standard(s) as follows:

UL

UL LLC
333 Pfingsten Road
Northbrook IL 60062

UL 96A-2016: Standard for Installation Requirements for Lightning Protection Systems

NFPA

National Fire Protection Association
1 Batterymarch Park
Quincy MA 02169-7471

NFPA 780-20: Standard for the Installation of Lightning Protection Systems

Staff Analysis: A review of the standard proposed for inclusion in the code, UL 96A-2016, with regard to the ICC criteria for referenced standards (Section 3.6 of CP#28) will be posted on the ICC website on or before March 20, 2021. UL 780-17 is currently referenced in the 2021 IFC. This is a new edition and a new occurrence of the reference.

Staff Note: G175-21 and G176-21 addresses requirements in a different or contradicting manner. The committee is urged to make their intentions clear with their actions on these proposals.

Reason Statement: Requirements pertaining to Lightning Protection Systems are not currently found within the building code.

- **This code change does not require the installation of lighting protection systems, but simply provides guidance to those that are installing lighting protection.**
- **NFPA 780 and UL 96A are two standards that are widely used within the industry, and are currently used for installations but are not very well known to code officials. These standards are in harmony with the provisions of the National Electrical Code, NFPA 70.**
- **UL 96A can be used for the installation and inspection of many lightning protection systems but the standard has limitations and these are identified in this proposal.**
- **This proposal is simply intended to provide the code official with assistance in addressing the installation of these types of systems if they are installed.**

Cost Impact: The code change proposal will not increase or decrease the cost of construction
These standards are already used with installations today so there would not be any change in the cost of construction.

Information Surrounding SPRI Proposal to add Structural Language

SPRI Members represent manufacturers of single ply roofing membrane systems throughout the United States, and acknowledge and appreciate the additional measures suggested by NEMA and UL to further protect commercial building occupants from lightning strikes.With the recent rise in lightning protection system installation throughout the US, and the increased use likely from either proposal, we respectfully request the above language edits to either code proposal, specifically to address the following:

- **Roof membrane systems which include securement methods such as fasteners, adhesives, and other are rigorously tested and installed to meet Chapter 15 wind uplift requirements. Attachment of lightning protection systems in NFP 780 does not address wind uplift impact from lightning protection system attachment to roofing membrane system, wind uplift impact from lightning protection system attachment to components such as coping or fascia, or penetration of roofing membrane.**
- **SPRI members have seen wide varieties of lightning protection installation methods, many of which have impacted the continuity of coping, fascia, or membrane systems, including but not limited to holes in membrane systems, detachment of and from coping, restriction of thermal movement inherent with coping, fascia, and trim materials used commonly in roofing for securement of roof membrane, and currently we are unaware of any wind load testing of lightning protection systems attached to roofing systems or materials.**

SPRI
Installation of Roof Components to
Concrete Roof Decks Task Force
Online Meeting
April 22, 2021
1:15 p.m.

AGENDA

I.	Call to Order	J. Schwetz
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Reading of the SPRI Antitrust Statement	
IV.	Update the group with the results of our survey of comments regarding the IIBEC advisory	
V.	Discuss what if any next steps will be taken	
VI.	Adjournment	

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Return to Schedule

SPRI
Digital Content & Communications
Online Meeting
April 22, 2021
1:45 p.m.

AGENDA

I.	Call to Order	A. Burzynski
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Website & Content: Discuss changeover of ES-1 Calculator	
IV.	Blog Content: Content to be updated and recycled	
V.	Adjournment	

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Return to Schedule

SPRI
DORA Listing Service Task Force
Online Meeting
April 22, 2021
2:15 p.m.

AGENDA

I.	Call to Order	J. Malpezzi / M. Darsch
II.	Roll Call & Reading of the SPRI Antitrust Statement	
III.	Participation Overview (Intertek)	
IV.	Analytics (Intertek)	
V.	Outreach & Education (Intertek)	
VI.	Developing/Outstanding Topics a. Assign Marketing task force chair b. Fee spec sheet for listings (Intertek) c. Pre-recorded webinar (Intertek)	
VII.	Adjournment	

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Return to Schedule

SPRI
RP-4 Revision Ballast Requirement Task Force
Online Meeting
April 22, 2021
3:45 p.m.

AGENDA

I. Call to Order — R. Ober/T. Taykowski

II. Roll Call & Reading of SPRI Antitrust Statement

III. Language has been inserted into the Commentary (C6) section of RP-4 that provides guidance when designing ballasted roofs for buildings located in areas classified as "Surface Roughness/Exposure D"

IV. Action Plan Going Forward:
   a. Jay Crandell expressed concerns with the current design tables on if it's conservative enough
   b. Standard has a date of 2019 so it doesn't require renewal until 2024;
   c. Does the Task Force (TF) believe that SPRI should engage Mr. Crandell to review the existing design tables and make recommendations regarding the current values?
   d. Reference to RP-4 was approved to be added to the 2021 IBC – this could be revisited later and if changes are deemed necessary, it could be delayed to coincide with the next round of IBC code changes (2023 – 2024)
   e. If the TF decides to pursue engagement of Mr. Crandell, when should this process be initiated?

V. Adjournment

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SPRI
Education Committee
Online Meeting
April 22, 2021
4:00 p.m.

AGENDA

I.	Call to Order	B. Chamberlain
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Review Wind Presentation schedule in October	
IV.	Ideas for articles or presentation other than Wind Design	
V.	Dates to reach out to EduCode	
VI.	Getting people to participate in development and presenting of technical information	
VII.	Adjournment	

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SPRI
Expansion Joints Task Force
Online
April 22, 2021
4:30 p.m.

AGENDA

I. Call to Order

II. Roll Call & Reading of the SPRI Antitrust Statement

III. Discussion of need for Task Force

IV. Confirm Task Force objectives

V. Identification of Task Force Chair

VI. Action Items and Assignments

VII. Adjournment

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Return to Schedule

SPRI
Code Development Task Force
Online Meeting
April 23, 2021
10:00 a.m.

AGENDA

I.	Call to Order	A. Hickman
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Review Task Force Objectives	
IV.	ICC development process update	
V.	ICC upcoming code change cycle (2024 edition)	
VI.	ASHRAE update (90.1 and 189.1)	
VII.	Florida Update	
VIII.	Adjournment	

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SPRI
Code Compliance Interface Task Force
Online Meeting
April 23, 2021
11:00 a.m.

AGENDA

I.	Call to Order	L. Cadena/L. Hull/E. Younkin
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Review Miami-Dade Response Letter	
IV.	Discuss Task Force Objectives	
V.	Adjournment	

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SPRI
D6878 TPO Consideration for Revision
Online Meeting
April 23, 2021
11:45 a.m.

AGENDA

W. Sanborn

I. Call to Order

II. Roll Call & Reading of SPRI Antitrust Statement

III. Discussion of the fleece back hail resistance testing

IV. Adjournment

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Return to Schedule

SPRI
GT-1 Revision Task Force
Online
April 23, 2021
12:30 p.m.

AGENDA

I. Call to Order — B LeClare

II. Roll Call & Reading of the SPRI Antitrust Statement

III. Review of current standard (attached)

IV. Discuss need for revisions

V. Proposed canvass list (draft canvass list attached)

VI. Action Items and Assignments
   a. Precanvass Interest Survey
   b. Ballot 1

VII. Adjournment

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ANSI/SPRI GT-1

Test Standard for Gutter Systems

Approved May 26, 2016

Table of Contents

465 Waverley Oaks Road
Suite 421
Waltham, MA 02452

www.spri.org.

Disclaimer

This standard is for use by architects, engineers, roofing contractors and building owners when designing, installing or evaluating a building's gutter system. SPRI, its members and employees do not warrant that this standard is proper and/or applicable under all conditions.

1.0 Purpose (See Commentary C1.0)

This standard provides methodology for the testing of *Gutters*. This standard is applicable to all material types and installation methods of low slope roofs.

2.0 Scope (See Commentary C2.0)

2.1 This standard specifies a laboratory method for static testing external *Gutters*. Testing of gutters with a circular cross-section is not addressed in this standard.

2.2 This standard does not address water removal or the water-carrying capability of the *Gutter*. Downspouts and leaders are not included in the scope of this standard.

3.0 Definitions (See Commentary C3.0)

3.1 *Fastener:* A device appropriate to attach the *Gutter*, *Gutter Strap* or *Gutter Bracket* to the building substrate. See Commentary C3.1.

3.2 *Gutter*: Generally U-shaped channel for collecting roof water and leading it to an *Outlet*.

3.3 *Gutter Bracket*: A device that supports a *Gutter* from underneath.

3.4 *Gutter Strap*: A device that helps support a *Gutter* from the top.

3.5 *Gutter System*: A system consisting of *Gutter*, *Gutter Straps*, *Gutter Brackets*, Joints, *Fasteners* and Roof Flange.

3.6 *Leading Edge*: The point on the *Gutter* furthest from the building at which the bottom of the *Gutter* (typically horizontal) transitions to the face (typically more vertical).

3.7 *Nailer:* A longitudinal wooden member attached to building structure that provides a substrate for fastening gutters. See Commentary C3.7.

3.8 *Outlet:* An opening in a *Gutter* that allows water discharge.

3.9 *Upper Leading Edge*: The point on the *Gutter* furthest from the building at the top of the *Gutter* frequently called the lip, and where a *Gutter Strap* is secured.

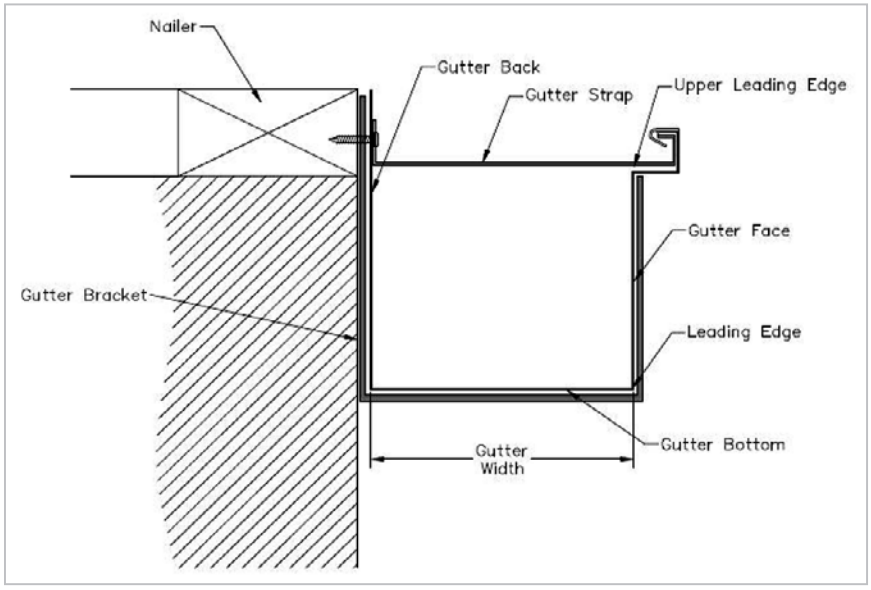

Figure 1. Gutter Components

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May 26, 2016

4.0 Test Requirements

The *Gutter* shall be tested to withstand wind and environmental loads due to the weight of water, ice and snow.

4.1 Wind Load

Test shall demonstrate *Gutter* will resist wind loads calculated per code for the project.

4.2 Water, Ice, and Snow Load

Test shall demonstrate *Gutter System* will resist loads of water, ice, and snow calculated per code for the project.

4.3 Wind Resistance of Gutter Systems

The *Gutter System* shall be tested using SPRI Test G-1 for resistance to outward (horizontal) loads and using SPRI Test G-2 for upward (vertical) loads. Test results shall meet or exceed design wind pressures required by the Authority Having Jurisdiction (AHJ).

4.4 Securement

The *Gutter System* shall be secured to a substrate, (e.g. *Nailer*) that provides resistance equal to or greater than that of the *Gutter* as determined by SPRI Tests G-1, G-2 and G-3.

4.5 Labeling and Packaging

Each section of a GT-1 tested *Gutter System*, which is 8 ft-0 in (2.4 m) or longer, shall be permanently labeled, e.g. “GT-1 tested”, and packaging shall contain written documentation that identifies the components which have been tested according to the ANSI/SPRI Test Standard for Gutter Systems. Documentation, in the form of printed product literature, shall be available to the building owner or owner’s representative.

5.0 SPRI Test Method G-1 & G-2

Gutter Systems shall be tested in accordance with SPRI G-1, G-2 and G-3. Test G-1 measures the resistance of the *Gutter System* to test forces acting outwardly (away from the building.) Test G-2 measures the resistance of the *Gutter System* to test forces acting upwardly tending to lift the *Gutter* off the building. Test G-3 measures the resistance of the *Gutter System* to test forces acting downwardly.

ANSI approved
May 26, 2016

5.1 Wind Load Testing

5.1.1 Apparatus

The description of the apparatus is general in nature. Any equipment capable of performing the test procedure within ±5% of measured load shall be acceptable. Calibration of test apparatus shall be verified annually by an independent third party. A schematic drawing of this apparatus is shown in Figures 2 and 3. The test apparatus shall be constructed so that the performance of individual components are unaffected by edge or end constraints on the test sample, which are not components of the installed *Gutter System*.

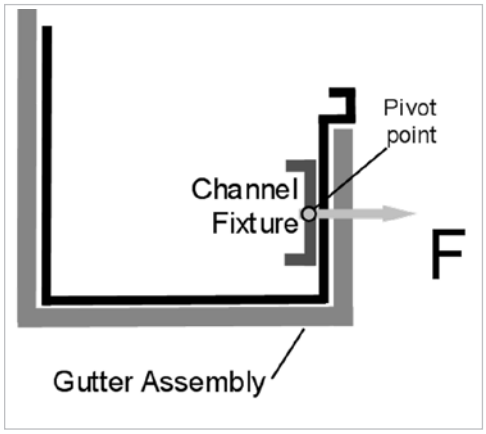

Figure 2. Test Set-up for SPRI Test G-1

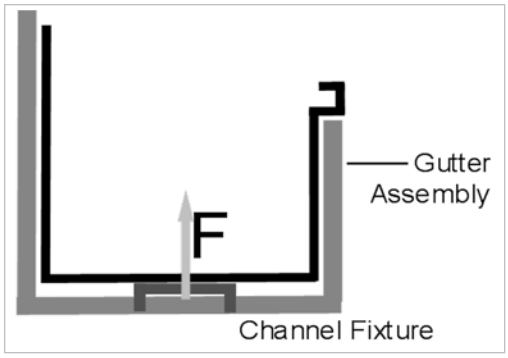

Figure 3. Test Set-up for SPRI Test G-2

5.1.2 Safety Precautions

Proper precautions shall be taken to protect the operating personnel and observers in case of any failure.

5.1.3 Test Specimens

All *Gutter Straps*, *Gutter Brackets* and *Fasteners* of the test specimen shall be identical to the standard fabricated product except that *Gutter* length shall be minimum 8 ft (2.4 m) and maximum 12 ft (3.7 m).

5.1.4 Procedure

Separate tests shall be performed independently, pulling outward (horizontally) and upward (vertically).

SPRI Test G-1: Horizontal Test
A continuous 0.5 in x 1 in x 0.5 in x 0.125 in (12 mm x 25 mm x 12 mm x 3 mm) steel channel shall be fitted behind the face of the *Gutter*. Rods, chains or cables shall be attached to the continuous steel channel on maximum 12-inch (300 mm) centers, each penetrating the *Gutter* face on vertical centerline of the *Gutter* face, and attached to load cells. Fixture shall be free to pivot to conform to the slope of the face where the load is applied. Care shall be taken to avoid penetration at a *Gutter Bracket* location. See Figure 2 and refer to Figure 1.

SPRI Test G-2: Vertical Test
If the *Gutter System* does not have *Gutter Brackets* a continuous 0.5 in x 1 in x 0.5 in x 0.125 in (12 mm x 25 mm x 12 mm x 3 mm) steel channel shall be fitted under the base of the *Gutter* assembly. If the *Gutter System* does have *Gutter Brackets* intermittent channel sections shall be placed between the *Gutter Brackets* or alternate method shall be used to apply test load to *Gutter* and not to *Gutter Brackets*. The length of the intermittent channels shall be such that the ends of the channel are 1 in (25 mm) or less from the edges of the *Gutter Brackets*. Rods or cables shall be attached on maximum 12-inch (300 mm) centers to the steel channel or channels, each penetrating the *Gutter* bottom, half-way between the back and the *Leading Edge* of the *Gutter*, and attached to load cells. See Figure 3 and refer to Figure 1.

5.1.5 Gravity
Any influence from gravity that does not occur in the field shall be omitted from the test. If the test specimen is inverted, a gravity correction shall be made in the determination of the allowable superimposed loading.

5.1.6 Stabilization (See Commentary C5.1.6)
Stabilization of the test shall be when the loaded surface ceases to show movement.

5.1.7 Loading (See Commentary C5.1.7)
Loading shall be applied uniformly on the horizontal centerline of the face (G-1) or bottom (G-2) of the *Gutter* on centers no greater than 12 in (300 mm). Loads shall be applied at a rate which achieves full load as described below. Loads shall be applied incrementally and held for not less than 60 seconds after stabilization has been achieved at each incremental load. Between incremental loads, the loading shall be reduced to zero until the specimen stabilizes, or for five minutes, whichever happens first. After the recovery period, initiate the next higher incremental load. Loading to the face or bottom of the *Gutter System* shall be applied in increments not to exceed 15 lbs/lf (22.3 kg/m) until approximately 60 lbs/lf (89.2 kg/m) are obtained. Thereafter, increments of load shall not exceed 5 lbs/lf (7.4 kg/m). Loading speed shall be such that each incremental load up to and including 60 lb/ft (89.2 kg/m) shall be achieved in 5–60 seconds. Above 60 lbs/lf (89.2 kg/m) incremental loading shall be achieved in 5–120 seconds.

Loading shall proceed as indicated above until the test specimen either fails or exceeds the required design pressure. The last sustained 60-second load without failure is the maximum test load recorded as the test value.

5.1.8 Failure (See Commentary C5.1.8)
Failure shall be either loss of securement of any component of the *Gutter System* or permanent deformation of the *Gutter* measured as a permanent stretching, in any direction, of the *Upper Leading Edge* of the *Gutter* by more than 25% of the distance between that edge and the back of the *Gutter*.

5.1.9 Test Results

The highest load held without failure shall be recorded and summed for a total force measurement.

For SPRI Test G-1, this total load shall be used to calculate the pressure by dividing the total force by the area of the *Gutter* face:

$$\text{Pressure} = \frac{\text{Load}}{\text{Face Height} \times \text{Length}}$$

Load is in Pounds (N) and is the sum of the readings on the load cells. Height is the *Gutter* face height in feet (m), and pressure is in lbf/ft^2. (kPa). If test results exceed the design outward wind pressure, the *Gutter System* has acceptable outward wind resistance.

For SPRI Test G-2, this total load shall be used to calculate the pressure by dividing the total load by the total width of the *Gutter*:

$$\text{Pressure} = \frac{\text{Load}}{\text{Gutter Width} \times \text{Length}}$$

Gutter Width is the full *Gutter* width from back to *Leading Edge* in feet (meter) [ft (m)]. See Figure 4.

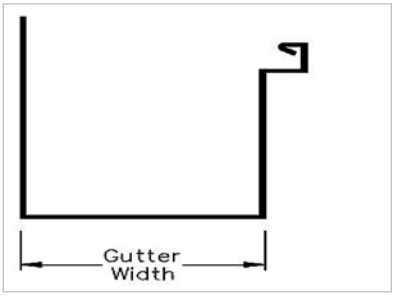

Figure 4. Gutter Width

5.1.10 Precision and Bias (See Commentary C5.1.10)

The precision and bias of this test measure has not been determined.

6.0 SPRI Test Method G-3

Water, Ice, and Snow Load Test for *Gutter*

6.1 Water, Ice, and Snow Loads

6.1.1 Apparatus

This description of the apparatus is general in nature. Any equipment capable of performing the test procedure within ±5% of measured load shall be acceptable. A schematic drawing of this apparatus is shown in Figure 5. The test apparatus shall be constructed so that the performance of individual components are unaffected by edge or end constraints on the test sample.

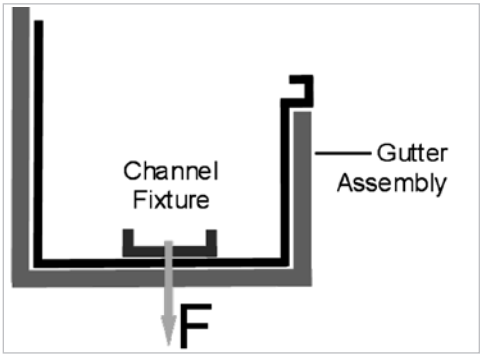

Figure 5. Test Set-up for SPRI Test G-3

6.1.2 Safety Precautions
Proper precautions shall be taken to protect the operating personnel and observers in case of any failure.

6.1.3 Test Specimens
All *Gutter Straps*, *Gutter Brackets* and *Fasteners* of the test specimen shall be identical to the standard fabricated product except that *Gutter* length shall be minimum 8 ft (2.4 m) and maximum 12 ft (3.7 m).

6.1.4 Procedure
A continuous 0.5 in x 1 in x 0.5 in x 0.125 in (12 mm x 25 mm x 12 mm x 3 mm) steel channel shall be fitted above the bottom of the *Gutter*. Rods or cables shall be attached to the continuous steel channel on maximum 12 in (300 mm) centers, each penetrating the *Gutter* bottom, half-way between the back and the *Leading Edge* of the *Gutter*, and attached to force gauges. Care shall be taken to avoid penetration at a *Gutter Bracket* location.

6.1.5 Gravity
Any influence from gravity that does not occur in the field shall be omitted from the test. If the test specimen is inverted, a gravity correction shall be made in the determination of the allowable superimposed loading.

6.1.6 Loading (See Commentary C6.1.6)
Loading shall be applied uniformly on the centerline of the bottom (G-2) of the *Gutter* on centers no greater than 12 in (300 mm). Loads shall be applied at a rate which achieves full incremental load as described below. Loads shall be applied incrementally and held for not less than 60 seconds after stabilization has been achieved at each incremental load. Between incremental loads, the loading shall be reduced to zero until the specimen stabilizes, or for five minutes, whichever happens first. After the recovery period, initiate the next higher incremental load. Loading to the bottom of the *Gutter System* shall be applied in increments not to exceed 15 lbs/lf until approximately 60 lbs/lf are obtained. Thereafter, increments of load shall not exceed 5 lbs/lf. Loading speed shall be such that each incremental load up to and including 60 lb/ft shall be achieved in 5–60 seconds. Above 60 lbs/lf incremental loading shall be achieved in 5–120 seconds.

Loading shall proceed as indicated until the test specimen either fails or exceeds the required design load. The increments of load application, as detailed above, shall be applied so that a sufficient number of observations are made to determine the exact load at failure. The last sustained 60-second load without failure is the maximum test load recorded as the test value.

6.1.7 Failure (See Commentary C6.1.7)
Failure shall be either loss of securement of any component of the *Gutter System* or permanent deformation of the *Gutter* measured as a permanent stretching, in any direction, of the *Upper Leading Edge* of the *Gutter* by more than 10% of the distance between that edge and the back of the *Gutter*.

6.1.8 Test Results

The highest load tested shall be recorded and summed for a total force measurement. This total force shall be used to calculate unit load by dividing the force by the length of the *Gutter* sample:

$$F_W = \frac{\text{Load}}{\text{Length}}$$

Force is in Pounds Force (Newtons) and is the sum of the readings on the load cells. Length is the test sample length in feet (m) and F_W is in Pounds per Foot (Newtons per Meter). If the maximum test load exceeds the design load, the *Gutter System* has acceptable resistance to water, ice, and snow load.

6.1.9 Precision and Bias (See Commentary C6.1.9)

The precision and bias of this test measure has not been determined.

7.0 Test Reporting

A report shall be prepared for all GT-1 tested *Gutter Systems* describing the product tested and the maximum test load applied for each test method.

7.1 Product Description

Test report shall accurately describe the *Gutter System* tested including: *Gutter* sectional dimensions; *Gutter* length; *Gutter* material and gauge; *Gutter Strap* and *Gutter Bracket* material, gauge, size, and spacing; fastener type, material, size, and spacing.

7.2 G-1 Test Results

Record the maximum horizontal load in pounds per square foot that the *Gutter System* resisted before failure or completion of test.

7.3 G-2 Test Results

Record the maximum vertical load in pounds per square foot that the *Gutter System* resisted before failure or completion of test.

7.4 G-3 Test Results

Record the maximum vertical downward load in pounds per lineal foot that the *Gutter System* resisted before failure or completion of test.

Commentary

This Commentary consists of explanatory and supplementary material designed to help in applying the requirements of the preceding Standard.

This Commentary is intended to create an understanding of the requirements through brief explanations of the reasoning employed in arriving at these requirements.

The sections of this Commentary are numbered to correspond to sections of the Standard to which they refer. Since having comments for every section of the Standard is not necessary, not all section numbers appear in this Commentary.

C1.0 Purpose

Studies of the aftermaths of Hurricanes Frances and Ivan in the fall of 2003 revealed a need for better *Gutter Systems*. SPRI developed this Standard in response to those studies.

C2.0 Scope

While the Standard is intended as a reference for designers, manufacturers, and roofing contractors, the design responsibility rests with the “designer of record.”

Installation requirements include installing a system that is tested in accordance with G-1, G-2 and G-3 to resist the loads determined in accordance with the adopted codes. Testing requirements apply to the specific design of the system being installed

This standard is to determine load resistances of tested *Gutter Systems*. Design load calculation and application of a safety factor is not included in this standard. Load resistance determined by tests G-1, G-2, and G-3 should be greater than design load, including safety factor, required by applicable code for the building on which the *Gutter System* is to be installed.

C3.0 Definitions

Terms defined in this section appear capitalized and in *italic print* throughout this document.

C3.1 Fastener

The building substrate to which the fastener is attached may be any material that is structurally secure and capable of providing required pull-out and shear resistance for fastener used.

C3.7 Nailer

Wooden Nailers are a common substrate to which *Gutter Systems* are attached; however, other substrates, e.g. metal and masonry, that are structurally secured are also acceptable attachment points for *Gutters*.

C5.1.6 Stabilization

Stabilization is necessary during loading to ensure that the specimen has reached equilibrium before recording a sustained load for a period of 60 seconds. As the specimen approaches its ultimate capacity, stabilization of the specimen will generally take longer to achieve.

C5.1.7 & C6.1.6 Loading

These test methods consist of applying loads on surfaces of a test specimen and observing deformations and the nature of any failures of principal or critical elements of the *Gutter System*. Static loads are applied to simulate the dynamic loading of the members.

A recovery period between increases in incremental loading is to allow the test specimen to attempt to assume its original shape prior to applying the next load level.

The rate of sustained loading can be a critical issue when subjecting specimens to continuously increasing load until failure is achieved. Loading rate has little meaning in these tests because these methods employ incrementally increased loads sustained for relatively long times followed by brief recovery periods. This incremental method is more stringent than continuous loading because of the requirement of holding a load for 60 seconds.

The Standard requires full-length specimens because end conditions of discreet sections of *Gutter Systems* can play a profound role in the failure mode of the materials. However, due to test apparatus limitations, when full length specimens exceed 12 ft-0 (2.4 m) in a maximum test specimen length of 12 ft-0 in (2.4 m) is permitted. Regardless of the test specimen length additional end restraints, which are not part of the installed *Gutter System*, shall not be included in the test.

C5.1.8 & C6.1.7

Failure

Some examples of component failure that will not enable the *Gutter System* to perform as designed would be:

- Full Fastener pullout;
- Collapse of a *Gutter Bracket* or *Gutter Strap*; and
- Disengagement of any component.

C5.1.10 & C6.1.9

Precision and Bias

These tests are new and to date, no studies of their precision and bias exist. In the absence of third party witness testing/verification, the GT-1 committee recommends round robin testing standard, pre-manufactured gutter systems to establish lab to lab variability of individual results.

First Name	Last Name	Company	Role	Interest Category	Subscription Type	Email
Bob	LeClare	ATAS International Inc	Member	Producer	regular	bleclare@atas.com
Philip	Dregger	Technical Roof Services, Inc.	Member	General Interest	regular	pdregger@dng-group.com
Randy	Ober	SPRI, Inc.	Member	General Interest	regular	tech@spri.org
Andrew	Reynolds	Benchmark, Inc.	Member	General Interest	regular	areynolds@benchmark-inc.com
David	Hawn	Dedicated Roof & Hydro-Solutions, LLC	Member	User	regular	drhawn@drhroofsolutions.com
Al	Janni	Duro-Last, Inc.	Member	Other Producer	regular	ajanni@duro-last.com
Adam	Burzynski	Carlisle Construction Materials Incorporated	Member	Other Producer	regular	adam.burzynski@carlisleccm.com
Colin	Murphy	Trinity ERD	Member	General Interest	regular	colinmurphy@trinityerd.com
Karan	Patel	WPH	Member	Other Producer	regular	kpatel@wph.com
Mike	Rew	Centimark Corporation	Member	User	regular	michael.rew@centimark.com
Walt	Rossiter	IIBEC	Member	General Interest	regular	wjrossiter@verizon.net
Phil	Smith	FM Approvals / FM Global	Member	User	regular	phillip.smith@fmapprovals.com
Thomas	Smith	TL Smith Consulting	Member	User	regular	tlsmith@hughes.net
Tim	Tunney	NEST	Member	General Interest	regular	timtunney@bellsouth.net
Brad	Van Dam	Metal-Era, Inc.	Group Chair	Producer	regular	brad.vandam@metalera.com
		National Roofing Contractors Association	Member	General Interest	regular	
Daniel	Wise	Intertek	Member	General Interest	regular	dwise@archtest.com
		Viking Metals				
		Litsco				
		SMACNA				

SPRI
IA-1 Task Force
Online Meeting
April 23, 2021
1:00 p.m.

AGENDA

I.	Call to Order	S. Childs
II.	Roll Call & Reading of the SPRI Antitrust Statement	
III.	Update on IA-1 Canvass	
IV.	Disband Task Force	
V.	Adjournment	

465 Waverley Oaks Road, Suite 421 – Waltham, MA 02452
t. 781.647.7026 f. 781.647-7222 e. info@spri.org

Return to Schedule

SPRI
FX-1 Revision Task Force
Online
April 23, 2021
1:30 p.m.

AGENDA

I. Call to Order — S. Choiniere

II. Roll Call & Reading of the SPRI Antitrust Statement

III. Review of current standard (attached)

IV. Discuss need for revisions

V. Proposed canvass list (draft canvass list attached)

VI. Action Items and Assignments
   a. Precanvass Interest Survey
   b. Ballot 1

VII. Adjournment

465 Waverley Oaks Road, Suite 421 – Waltham, MA 02452
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ANSI/SPRI FX-1 2016

Standard Field Test Procedure for Determining the Withdrawal Resistance of Roofing Fasteners

Approved June 29, 2016

Table of Contents

465 Waverley Oaks Road
Suite 421
Waltham, MA 02452

www.spri.org.

Disclaimer

This standard is for use by architects, engineers, roofing contractors and owners of low slope roofing systems. SPRI, its members and employees do not warrant that this standard is proper and applicable under all conditions.

1.0 Purpose

This standard provides procedures used in the field to test the pullout resistance of all types of roofing fasteners. The data developed from these tests provide the roof system manufacturer, design professional, and other practitioners with pullout resistance values for the specific fastener installed into the load resisting material of the deck. See Commentary C1.0.

2.0 Definitions

2.1 Embedment

The length of a fastener that is within the deck after installation (applicable to structural and lightweight concretes, gypsum, cementious wood fiber, and wood plank).

2.2 Protrusion

The length of a fastener that extends beyond the underside of the deck after installation (applicable to steel, plywood, OSB, and fiberglass decks).

3.0 Equipment

3.1 Use a pullout tester with either a hydraulic or electronic load cell. The gauge shall display values in lbf (kN). Conversion formulas are provided on Form B. During testing, the values obtained shall fall within the working range of the gauge.

3.2 The load gauge shall have a dated calibration certificate showing the calibrated values for the full range of the load gauge. The gauge shall be accurate to +/- 5% of the reading. Calibration shall be performed to a standard that is traceable to a nationally recognized source. The load gauge shall be calibrated every 12 months or sooner if it is suspected that the gauge is out of calibration.

4.0 Procedure

4.1 Remove any roofing material in place above the deck (i.e., roofing membrane, existing insulation) before the test is performed. See Commentary C4.1.

4.2 The fastener shall be installed using the same method and tools as will be used during actual construction (i.e., depth of installation, pre-drilled hole diameter, installation tools).

4.3 The fastener shall be pulled out perpendicular to the deck. The load shall be applied at 2.0 ± 1.0 in/min (50 +/- 25 mm/min). See Commentary C4.3.

4.4 Record the results of all pullout tests on Form B.

4.5 Perform a minimum of 10 pullouts for up to 50,000 ft^2 (4,650 m^2), and 5 additional pullouts for each additional 50,000 ft^2 (4,650 m^2) or portion thereof on each project. Perform the pullouts in various areas of the roof, including corners, perimeter, and field, to provide a representative sampling of roof area. 50% of the tests shall be performed in the corners and perimeter areas.

When conditions, such as those identified in Commentary C4.5, exist on the roof the individual performing the pullout test shall inform the designer of record or the building owner's representative of such conditions.

4.5.1 Deviation from the prescribed minimum number of pullout tests shall be allowed when agreed upon by all involved parties. Deviations shall be recorded using Form B or comparable document. See Commentary C4.5.1.

4.6 For a single building each roof section with a different elevation, different deck type, or any variation in roof system assembly shall be considered to be a different test area and shall be tested separately as specified in Section 4.5.

Approved June 29, 2016

4.7 Prepare a roof plan on Form B to identify the location of each pullout. The roof plan shall be marked with the corresponding test number of each pullout test as recorded on Form B. The roof plan need not be to scale. See Commentary 4.7.

4.8 Complete separate Forms A and B for each roof section. Record all pullouts.

5.0 Personnel (See Commentary 5.0)

5.1 The test shall be performed by an individual trained by the manufacturer of the fasteners being tested for the proper installation of the fastener and the use of the installation tools and equipment. A representative of the building owner shall be present to witness the test and verify the values. A roofing professional shall be present to repair the roof in areas where the tests were performed.

6.0 Cautions (See Commentary 6.0)

6.1 It is not recommended that fastener pullout tests be performed on decks than can be affected by free water when the deck is 32° F (0° C) or below (i.e., gypsum, cementitious wood fiber, lightweight structural concrete, and lightweight insulating concrete). The pullout values may be elevated and therefore unreliable.

7.0 Precision & Bias

7.1 Precision: The precision of this test method indicates the probable error of a single determination is +/- 5% of the true value.

7.2 Since there is no accepted reference material suitable for determining bias for this test method, bias has not been determined.

8.0 Reference

W.J. Rossiter and T.J. Wallace, eds., “Roofing Research and Standards Development: 5th Volume”, ASTM STP 1451, ASTM International, West Conshohocken PA, 2003

B.A. Baskaran, M. Sexton, W. Lei, and S. Molleti, “Pullout Resistance of Roofing Fasteners Using Different Methods”, ASTM STP 1451, ASTM International, West Conshohocken PA, 2003

Approved June 29, 2016

Commentary

This Commentary is a non-mandatory part of this standard, consisting of explanatory and supplementary material designed to assist users in complying with the requirements. It is intended to create an understanding of the requirements through brief explanations of the reasoning employed in arriving at these requirements or to provide other clarifications. It therefore has not been processed in accordance with ANSI Essential Requirements, and may contain material that has not been subjected to public review or a consensus process. Thus it does not contain requirements necessary for conformance with the standard field test procedure.

The sections of the Commentary are numbered to correspond to the sections of the standard to which they refer. Since it is not necessary to have supplementary material for every section in the standard itself, there are gaps in the numbering in the Commentary.

C1.0 The pullout resistance of any roofing fastener that the test equipment can latch onto can be evaluated using this test procedure.

C4.1 Use of a core cutter has been found to be an effective method of removing materials above the deck before performing the pull tests. The primary use for this standard is for evaluating new applications. However, this procedure can also be used for repair, remedial or re-roof applications.

C4.3 Rates of withdrawal can be pre-set on motorized pullout testers. On testers where the load is applied via a threaded rod, an acceptable method to determine the rate of withdrawal is to calculate the number of seconds per 360° revolution.

Seconds per Revolution = 60 ÷ (number of threads per inch x desired number of inches per minute)

C4.5 On certain projects, it may be necessary to perform additional pullout tests beyond the minimum number required in Section 4.5. This includes, but is not limited to, occasions when:

- pullout tests that result in a coefficient of variation that exceeds 20%;
- tests are performed in decks that are inherently less consistent such as lightweight insulating concrete, cementitious wood fiber and gypsum;
- there exists multiple damaged or questionable areas;
- water or other chemicals may have infiltrated the roof systems;
- local building codes require additional tests; and/or
- roofs with high wind loading should have pulls taken in all corners.

Record the test results and the reasons for the additional tests in the Comment Section on Form B.

If there are anomalies in pull values, deck at the point of the anomaly should inspected to determine cause. An anomaly is defined as one or more pullout values that fall exceedingly high or low from the population.

C4.5.1 Circumstances may arise where the minimum prescribed pulls may not be possible or necessary. These may include but aren't limited to: inclement weather, equipment malfunction, or interested parties not requiring the minimum number of tests. For these circumstances, a deviation can be signed-off by said parties (Form B or comparable document).

C4.7 Additional data on the pullout form (Form A) exists for informational purposes for the roof designer. These areas have been marked "Optional Information", and are to be completed at the discretion of the personnel completing the Pullout Test Report.

C5.0 As with all work performed in a rooftop environment, personnel should be familiar with all OSHA, company, and project specific safety requirements. This includes, but is not limited to, safe access, fall protection, exposure to electrical hazards and environmental hazards including weather.

C6.0 The temperature of the deck may be taken to determine if it is subject to freezing conditions.

Return to Schedule

Form A Pullout Test Report

(Refer to the **Standard Field Test Procedure for Determining the Withdrawal Resistance of Roofing Fasteners** for full documentation)

Job name:	
Location:	
Test date: / /	**Ambient temperature:** °
Roof area: sq. ft	**Tester mfg:**
Max. cap. of tester:	**Select one:** ☐ lbf ☐ kN
Date of last calibration: / /	**Number of pulls recorded on Form B:**
Fastener tested:	**Fastener manufacturer:**
Fastener tested:	**Fastener manufacturer:**
Fastener tested:	**Fastener manufacturer:**
Test performed by:	
Witnessed by:	**Test cut areas repaired by:**

Project type (select one): ☐ New construction ☐ Tear off ☐ Retrofit

Deck type (select one):

☐ Steel	Gauge:	
☐ Structural concrete	Thickness:	Select one: ☐ Poured in place ☐ Precast
☐ Lightweight concrete	Thickness:	
☐ Insulating concrete	Thickness:	
☐ Cementious wood fiber	Thickness:	
☐ Gypsum	Thickness:	Select one: ☐ Poured in place ☐ Precast
☐ Wood	Thickness:	Select one: ☐ OSB ☐ Plywood ☐ Plank
☐ Fiberglass	Thickness:	
☐ Other:_____	Thickness:	

Embedment or protrusion:

Drill bit diameter, where applicable:

Optional Information

Test time:	**Building height:**	**Thickness of existing roof assembly:**

New system manufacturer:

Roof cover type (select one):

☐ Mechanically attached single-ply ☐ Modified bitumen

☐ Ballasted single-ply ☐ Built-up roofing

☐ Adhered single-ply ☐ Other: _____

New insulation:
Type: Thickness:

Form B Pullout Test Report

Report all test results and units of measure.

Conversion formulas

lbf × .00448222 = kN × 224.8089431 = lbf

1.	6.	11.	16.
2.	7.	12.	17.
3.	8.	13.	18.
4.	9.	14.	19.
5.	10.	15.	20.

Pullout Results of Additional Tests Performed (See C4.5.)

21.	26.	31.	36.
22.	27.	32.	37.
23.	28.	33.	38.
24.	29.	34.	39.
25.	30.	35.	40.

Deviation from standard procedure authorized by:

Reason for deviation:

Return to Schedule

Roof plan not to scale. Identify where the pullouts were performed with corresponding test number.

Comments

Disclaimer: Manufacturer's installation requirements shall be followed when using any of the tested fasteners. Neither the technician performing the pullout tests not his/her company is responsible for the waterproofing integrity of the repairs. This test report does not certify the structural integrity of the roof deck.

Voter Name	Company Name	Interest Categories	Email Address
Garrigus, Peter	Choice	General Interest	pgarrigus@choiceadhesivescorp.com
Ennis, Michael	Ennis Associates	General Interest	m.ennis@mac.com
McQuillen, Tim	JM	Other Producer	mcquillentim@firestonebp.com
Giangiacomo, Mike	Flex Membrane International, Inc.	Other Producer	mikeg@flexmembranes.com
Goodrum, Kirk	Siplast	Other Producer	kgoodrum@siplast.com
Janni, Al	Duro-Last, Inc.	Other Producer	ajanni@duro-last.com
Malpezzi, Joseph	Carlisle Construction Materials Incorporated	Other Producer	Joe.Malpezzi@carlisleccm.com
Moskowitz, Steven	Atlas	Other Producer	smoskowitz@atlasroofing.com
Meyer, Chris	Fibertite Roofing Systems	Other Producer	cmeyer@seamancorp.com
Schwetz, Joe	Sika Sarnafil Inc.	Other Producer	schwetz.joe@us.sika.com
Carpenter, Scott	SFS Intec, Inc.	Producer	scott.carpenter@sfs.biz
Childs, Stephen	OMG	Producer	schilds@OMGINC.com
Thomas, Jodi	Trufast	Producer	jthomas@trufast.com
Choiniere, Stan	StanCConsulting	User	stancconsult@comcast.net
Hawn, David	Dedicated Roof & Hydro-Solutions, LLC	User	drhawn@drhroofsolutions.com
Sharp, CJ	ICP	User	csharp@icpgroup.com
Smith, Phil	FM Approvals / FM Global	User	phillip.smith@fmapprovals.com
Reynolds, Andrew	Benchmark	User	areynolds@benchmark-inc.com

Return to Schedule

SPRI
Technical Committee
Online Meeting
April 23, 2021
2:30 p.m.

AGENDA

I.	Call to Order	J. Bates
II.	Roll Call & Reading of SPRI Antitrust Statement	
III.	Minutes Vote on approval of the minutes of the January 2021 meeting (attached)	
IV.	Task Force Reports	
	A. Air Barrier Details	A. Janni
	B. Ballast Requirements	R. Ober/T. Taykowski
	C. BPT-1 Standard	C. Mader
	D. Code Development	A. Hickman
	E. Codes & Standards	R. Ober
	F. Code Compliance Interface	E. Younkin/L. Hull
	G. D6878 TPO Considerations for Revision	W. Sanborn
	H. DORA® Listing Service	M. Darsch/J. Malpezzi
	J. DORA Rule for Adding Fire & Impact	J. O'Neal
	K. FX-1 Revision	S. Choiniere
	L. GT-1 Revision	B. LeClare/B. Van Dam
	M. IA-1 Revision	S. Childs
	N. Installation of Roof Components to Concrete Roof Decks	J. Schwetz
	O. Lightning Protection	B. Van Dam
	P. VOC Regulatory Monitoring	J. Bates
VI.	Website/Digital Content & Communication	A. Burzynski
VII.	Education Committee	B. Chamberlain
VIII.	New Business	
X.	Adjournment	

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t. 781.647.7026 f. 781.647-7222 info@spri.org

SPRI
Technical Committee Minutes
Online Meeting
January 19, 2021

MINUTES

Call to Order
The Technical Committee Meeting was called to order at 3:45 p.m. ET by Technical Committee Chair Justin Bates. The SPRI Antitrust Statement was read.*

Roll Call
Those present were:
Justin Bates, H.B. Fuller Construction Products
Brian Alexander, Firestone Building Products Co
Warren Barber, National Gypsum
Keith Berg, CertainTeed LLC
Adam Burzynski, Carlisle Construction Materials
Brian Calaman, Carlisle Construction Materials
Scott Carpenter, SFS Group USA
Brian Chamberlain, Carlisle Construction Materials
Stephen Childs, OMG Roofing Products
Stan Choiniere, StanCConsulting
Gareth Christopher, IKO Industries Ltd
J-F Cote, Soprema, Inc.
Joan Crowe, AIA, GAF
Mike Darsch, Sika Sarnafil
Phillip David, IB Roof Systems
Brian Davis, GAF
Greg Dupuis, Intertek
Fabio Esguerra, Georgia-Pacific Gypsum LLC
Heather Estes, GAF
Mike Giangiacomo, Flex Membrane Int'l Corp.
David Hawn, Dedicated Roof & Hydro-Solutions
Al Janni, Duro-Last Roofing, Inc.
Mikael Kuronen, Georgia-Pacific Gypsum LLC
Norbert Lash, H.B. Fuller Construction Products
William Lashway, INEOS Pigments
Bob LeClare, ATAS International, Inc.
Chris Mader, Blue Ridge Fiberboard, Inc.
Joe Malpezzi, Carlisle Construction Materials
Chris Meyer, FiberTite Roofing Systems
Steve Moskowitz, Atlas Roofing Corporation
Dave Nordentoft, Leister Technologies
Jenny O'Neal, Firestone Building Products Co
Jim Pieczynski, Blue Ridge Fiberboard, Inc.
Bob Reel, H.B. Fuller Construction Products
Brandon Reynolds, Carlisle Construction Materials
William Sanborn, Johns Manville Corporation
Michael Schwent, GAF
Joe Schwetz, Sika Sarnafil
Flonja Shyti, NRCC
Dwayne Sloan, UL LLC
Jake Smrekar, Milliken & Company
Kurt Sosinski, Tremco, Inc.
Todd Taykowski, Firestone Building Products Co
Jodi Thomas, TruFast
Brad Van Dam, Metal-Era, Inc.
Diana Vitiritti, SITURA Inc.
Steve Wadding, Polyglass USA, Inc.
Karen Yetter, Intertek
Riku Ylipelkonen, ICP Building Solutions Group

Staff present were:
Linda King, SPRI Managing Director
Randy Ober, SPRI Technical Director
Carl Silverman, Esq., SPRI Legal Counsel

*SPRI Antitrust Statement: SPRI complies with antitrust laws and requires participants in its programs to comply with antitrust laws. Discussions which could affect competitive pricing decisions or other competitive factors are forbidden. There may be no discussions of pricing policies or future prices, production capacity, profit margins or other factors that may tend to influence prices. In discussing technical issues, care should be taken to avoid discussing potential or planned competitive activities. Members and participants should be familiar with the SPRI Antitrust Policy and act in conformity with it.

Discussion

On motion duly made, the minutes of the October 2020 Technical Committee meeting were approved as distributed.

Review of Completed Initiatives J. Bates

1. Disbanded:
    a. Air Intrusion – disbanded July 2020 based on lack of need with this data from ASHRAE. In addition, SPRI would need to own and control data and any partnership with ORNL or other organization could make that difficult; and
    b. Very Severe Hail FAQ – disbanded October 2020.

2. On Hold – IBHS Training

Task Force (TF) Reports

1. Air Barrier Details - Task Force Chair Al Janni reported:
    a. Mr. Janni continues to review comments from SPRI Members on current details; and
    b. The collaboration between SPRI and ABBA has been great.
2. Ballast Requirements – Task Force Co-Chair Randy Ober reported the following items:
    a. RP-4 Commentary approved by Technical Committee as written;
    b. Commentary provides guidance for designing ballasted roof assemblies on buildings located in Exposure D;
    c. This will be "non-mandatory"; and
    d. Mr. Ober will discuss with Board during Board Meeting on January 20, 2021.
3. BPT-1 – Task Force Chair Chris Mader reported the following item:
   First ballot complete, comments and one negative vote were received – This will be re-balloted.
4. Code Development - Task Force Chair Amanda Hickman reported the following items:
    a. ICC Development cycle – focused on Fire Codes for current revision cycle;
        i. Proposals will be posted sometime in March for review on SPRI's position; and
        ii. Task Force will start developing concepts and language for Revision Group B for January 2022.
    b. ASHRAE activity – Discussion continues regarding cool walls and the impact on cool roof ratings; and
    c. Florida Building Code update will be provided during the February 2021 meeting.
5. Codes & Standards - Task Force Chair Randy Ober reported the following items:
    a. Canada continues to move forward the initiative to classify all manufactured plastic products as "toxic" under the Canadian Environmental Protection Act – SPRI will continue to push back on this proposal along with other industry associations;
    b. American Chemistry Council continues to work with SCAQMD to keep in place the exception for PCBTF;
    c. ASTM E1918, Standard Test Method for Measuring Solar Reflectance of Horizontal and Low-Sloped Surfaces in the Field has a non-mandatory appendix that was balloted at the sub task force level and drew no negative votes. This is a new test method that allows a smaller sample size to be utilized – this will be balloted at the Task Force in February; and
    d. Codes and Standards Enhancement (CASE) Initiative proposal for the 2022 California Energy Code was completed (greater than 400 pages in length). The proposal includes increases in roof assembly R-value requirements as well as increases in solar reflectance and SRI values within specific climate zones.

6. Code Compliance and Product Approval – Task Force Co-Chair Luis Cadena reported the following items:
    a. Reviewed final draft of letter for Miami Dade (MD) that contained suggestions to streamline the approval process;
    b. Letter sent to MD on November 3rd but it was never received. An electronic copy was then sent in its place;
    c. Waiting for comments from Jorge Acebo, MD; and
    d. The Task Force reached out to Phil Smith, Factory Mutual (FM) regarding issues with private label reports since there seems to still be some issues. FM was surprised to hear that since they thought everything was worked out.
7. Code Official Training – Task Force Chair Brian Chamberlain reported the following items:
    a. 97 registered for Wind Design Seminar (60 attended);
    b. Feedback on format – considering breaking into 101 section and higher level to help spread content;
    c. Also considering recording for review later – a lot of information to cover in 2hr;
        i. Recording would only be available for a limited amount of time;
        ii. Recorded session would not count toward credit – have to participate in live training session.
    d. The question was raised whether SPRI should continue to participate (and present) at EduCode. The TF agreed that SPRI should continue to do so, and Mr. Ober will reach out to ICC and express interest in the 2022 event; and
    e. Discussed disbanding TF and to ask the SPRI Board to consider creating a new Technical Training Committee as the scope continues to expand.
8. D6878 TPO Considerations for Revision – Task Force Chair Will Sanborn reported the following items:
    a. The ASTM ILS study on fleece adhesion included one membrane/fleece material that provided very inconsistent results between laboratories; laboratories experienced difficulty in separating the fleece from the underside of the membrane;
    b. Since ASTM D4434 (PVC membrane) includes a fleeceback “Type” that has no different physical properties than non-fleeceback membrane, a fleeceback version of TPO will be balloted for inclusion in ASTM D6878 without any additional physical properties;
    c. Discussed precision and bias statement for the ILS round robin testing program of fleece adhesion;
    d. Discussed other potential test methods to evaluate fleece adhesion;
    e. Mr. Sanborn reach out to laboratories to determine if they have experienced issues preparing samples to get consistent results; and
    f. Mr. Sanborn will put together a rationale to ballot adding an additional Type (with fleece backing) of TPO to ASTM D6878.
9. DORA® Listing Service – Task Force Chair Michael Darsch reported the following items:
    a. 3-year reverification of assemblies in 2021, manufacturer responsibility;
    b. New proposed fee structure for duplication assemblies being considered to help control cost;
    c. Greg Dupuis and Karen Yetter of Intertek provided summaries of participants and assemblies –
        i. 52 companies;
        ii. 114 manufacturing plants;
        iii. 1652 products; and
        iv. 3988 assemblies.

d. Listings being able to be searched for lightweight concrete, will be put on hold for the time being due to lack of comments from meeting participants;
e. Outreach programs: IRE / IIBEC / pre-recorded program is available from Intertek; and
f. DORA® Listing Marketing – Co-Chair TBD:
    i. Volunteer needed to chair this TF; and
    ii. Discuss among the SPRI Board how to handle promotion as there isn't a lead volunteer for it currently.

10. DORA® Rule for Adding Fire & Impact – Task Force Chair Michael Darsch reported the following items:
    a. Considerable discussion regarding adding fire-rated assemblies to DORA®. Whether UL could be tied to DORA® somehow;
    b. Task Force nicknamed "Fire & Ice";
    c. Intertek could put a link to the UL product database;
    d. 1st week of February the TF will meet again to move this initiative forward; and
    e. Volunteer needed to Co-Chair this TF.
11. IA-1 Revision – Task Force Chair Stephen Childs reported the following items:
    a. 1 negative comment received and was addressed during January TF meetings to add wording at beginning and commentary section of IA-1 on "suitability of substrate"; and
    b. Revisions can potentially be made without re-ballot – once made, revisions should be complete.
12. Installation of Roof Components to Concrete Roof Decks – Task Force Chair Joe Schwetz reported the following items:
    a. Started this TF due to ASTM downgrading their proposed document on concrete roof deck preparation from a practice to a guide;
    b. Review IIBEC Technical advisory and email Joe Schwetz any comments or concerns; and
    c. Concerns to bring to Board:
        i. Why SPRI was not aware with IIBEC's Technical Advisory;
        ii. How to stay connected and aware of other organizations; and
        iii. Discuss the potential need for a liaison group to have regular communication with IIBEC and other organizations.
13. Lightning Protection – Task Force Chair Brad Van Dam reported the following items;
    a. Lightning protection should not be attached to edging or copings;
    b. There is a question on how to work with code agencies on this subject; and
    c. TF will be producing some alternative details to attach lightning protections.
14. VOC Regulatory Monitoring – Task Force Chair Justin Bates reported the following items:
    a. TF discussed PCBTF advocacy efforts in conjunction with ACA and other organizations "PCBTF Coalition";
        i. To put PCBTF risk in perspective – PCBTF "risk factor" is 7x higher than tBac, which SCAQMD rejected as an exempt solvent. Based on this and SCAQMD's 2017 white paper on tBac, precedent has been set to remove PCBTF from the exempt list;
        ii. Reviewed Talking Points list in preparation of Coalition's meeting with SCAQMD on February 11, 2021; and
        iii. TF approved following motion for Technical Committee consideration:
            - Allow the use of SPRI's name, logo, public member company information on future PCBTF Coalition communications with the understanding that SPRI will have a chance to review and approve communications before they're distributed; and

- Technical Committee approved, but concern brought up around, SPRI cosigning PCBTF Coalition document, even if all Member Companies don't approve, as it gives impression they agree as a Member of SPRI:
    a. This is not an objection, but a concern that will be brought up during the Board meeting discussion;
    b. Discussion that this does not differ from any other process, SPRI represents all Member Companies based on majority vote; and
    c. Motion is to share public information on number of members to give SCAQMD better understanding of what SPRI is – i.e. SPRI represents 67 Member Companies, which is public info on SPRI website.

b. TF continues to work on preparing information and comments for 2022 SCAQMD Technology Assessment – Meeting in December 2020 to revise spread sheet on information that will be shared, notes and spreadsheet have been uploaded to the website; and
c. Continue to monitor test method development of Spray Sealants and Foams, where scope is limited to small aerosol/1-part products.

15. Website/Digital Content & Communication – Task Force Chair Adam Burzynski reported the following items:
    a. Discussed several pages on website to make them more user-friendly;
    b. Ms. Crotty was able to make the menu change quickly;
    c. The TF wishes to continue to add content to the website, specifically blogs – Scott Carpenter made comments regarding expansion joints and generating articles/blogs on the subject; and
    d. Some of the blogs might be able to be converted into articles.
16. Wetting Curves - Task Force Chair Dave Hawn reported the following items:
    a. TF voted not to disclose report;
    b. TF is being disbanded; and
    c. Discussion with SPRI Board of Directors to discuss what should be done regarding refund of the RCI Foundation money previously provided to SPRI for this project (RCI Grant - $45,000).

New Business

1. Following ANSI SPRI are the standards scheduled for 5-year review in 2021. TF to ask membership to start reviewing current revisions to see what updates are needed. SPRI needs volunteers to chair the TF and lead review of following:
    a. GT-1 "Test Standard for Gutter Systems" (May) –
        i. Need TF meeting in April; and
        ii. Bob LeClare (Co-Chair)/Brad Van Dam (Co-Chair);
    b. FX-1 "Field Test Procedure for Determining the Withdrawal Resistance of Roofing Fasteners" (June) –
        i. Need TF meeting in April; and
        ii. Stan Choiniere (Chair);
    c. RP-14 "Wind Design Standard for Vegetative Roofing Systems" (September) –
        i. Need TF meeting in April/July; and
        ii. Need volunteers – bring up in April.

2. Following are the ANSI SPRI standards scheduled for 5-year review in 2022:
    a. ES-1 " Test Standard for Edge Systems Used with Low Slope Roofing Systems" (January) –
        i. Need TF meeting in July/October 2021; and
        ii. Bob LeClare (Co-Chair) / Brad Van Dam (Co-Chair);
    b. VF-1 " External Fire Design Standard for Vegetative Roofs" (May) – need TF meeting in October 2021/January 2022;
    c. NT-1 "Detection and Location of Latent Moisture in Building Roofing Systems by Nuclear Radioisotopic Thermalization" (October) – Need TF meeting in April/July 2022; and
    d. Expansion Joint Task Force – volunteers: Diana Vitiritti, Brad Van Dam, and David Hawn.

Adjournment
There being no further business, the meeting was adjourned at 4:45 p.m. ET.

Submitted: Justin Bates, Task Force Chair

These minutes were reviewed by SPRI Legal Counsel.

SPRI
Board of Directors Meeting
Virtual Meeting
April 23, 2021
3:30 p.m.

AGENDA

I.	Call to Order & Welcome	M. Hubbard
II.	Roll Call & Reading of SPRI Antitrust Statement	M. Hubbard
III.	Approval of January meeting minutes (attached)	
V.	Financial Report Current Monthly Financial Report/Year end (attached)	S. Carpenter
VI.	Industry Summit Update	M. Hubbard
VII.	Legal Counsel Report	C. Silverman
VIII.	Technical Director's Report	R. Ober
IX.	Bylaw Review Committee (attached)	R. Raulie
X.	Committee Reports	
	A. Technical Committee 1. Approval of updated DORA Listing Program Guidelines (attached) 2. Review of current technical initiatives (attached)	J. Bates
	B. Membership	R. Raulie
	C. Promotion 1. Advertising Supplement proposal (attached) 2. DORA Marketing RFP draft (attached) Digital Content Wind Design Calculator proposal (attached)	B. LeClare A. Burzynski
	D. Statistics 1. Update on SBS revisions 2. Roof Board report distribution 3. Annual Survey Results (attached)	P. David
	E. Annual Conference 2022 Weston Cape Coral	S. Carpenter/B. Reel
	F. Member Services	A. Janni
	G. Education	B. Chamberlain
XI.	New Business	All
XII.	Adjournment	

Meeting Schedule
July 12-13, 2021 at Crowne Plaza, Warwick, RI (Monday – Tuesday)
October 25-27. 2021 at Crowne Plaza, Warwick (Monday – Wednesday)
January 14-16, 2022 at Westin Cape Coral, Cape Coral, FL (Friday – Sunday)

Return to Agenda

SPRI Board of Directors
Virtual Meeting
January 20, 2021

MINUTES

Call to Order
President Michael Hubbard called the meeting to order, conducted virtually on the Zoom platform, at 2:45 p.m. ET. The SPRI Antitrust Statement was read.*

Roll Call

Those voting Board members present were:
Mike Hubbard, Alpha Systems LLC
Justin Bates, H.B. Fuller Construction Products
Keith Berg, CertainTeed LLC
Adam Burzynski, Carlisle Construction Materials
Scott Carpenter, SFS Group USA
Stan Choiniere, StanCConsulting
Mike Darsch, Sika Sarnafil
Phillip David, IB Roof Systems
Brian Davis, GAF
Mike Giangiacomo, Flex Membrane Int'l
Al Janni, Duro-Last Roofing, Inc.
Bob LeClare, ATAS International, Inc.
Chris Mader, Blue Ridge Fiberboard, Inc.
Jenny O'Neal, Firestone Building Products Co, LLC
Zach Priest, PRI-CMT
CJ Sharp, ICP Building Solutions Group
Kurt Sosinski, Tremco, Inc.
Zeb Sukle, Johns Manville Corporation
Brad Van Dam, Metal-Era, Inc.
Steve Wadding, Polyglass USA, Inc.
Ken Wolford, Siplast
Eric Younkin, Soprema, Inc.

Guests present were:
Stephen Childs, OMG Roofing Products
J-F Cote, Soprema, Inc
Mark Defreitas, Soprema, Inc.
John Doyle, Flex Membrane Int'l Corp.
Greg Dupuis, Intertek
Sam Everett, OMG Roofing Products
James Heisey, Carlisle Construction Materials, LLC
George Howell, Martin Marietta Magnesia Specialties
Norbert Lash, H.B. Fuller Construction Products
William Lashway, INEOS Pigments
Joe Malpezzi, Carlisle Construction Materials, LLC
Steve Moskowitz, Atlas Roofing Corporation
Jim Pieczynski, Blue Ridge Fiberboard, Inc.
Sid Teachey, USG Corporation
Jodi Thomas, TruFast
Thomas Verrill, Blue Ridge Fiberboard, Inc.

Staff present were:
Amanda Crotty, Administrator
Linda King, Managing Director
Randy Ober, Technical Director
Carl Silverman, Esq., SPRI Legal Counsel

Minutes
On motion duly made, the minutes of the October 2020 meeting of the SPRI Board were unanimously approved as distributed.

Finance Report
Treasurer Scott Carpenter noted that the finance report is being presented in an easier to read format. The accounting firm of Goffstein and Associates has merged with AAFCPAs and the new staff has recommended some simplifications to the SPRI reporting process. SPRI remains in excellent financial health as meeting expenses were not incurred during the year and memberships have remained steady. Mr. Carpenter noted a review of the finances was presented during the Annual Business Meeting held earlier in the day. On motion duly made, the 2021/2022 budget was approved as presented. A copy is

attached to these minutes. Mr. Carpenter noted that SPRI has reserve funds available and encouraged those present to consider what projects would be beneficial to the Membership.

Industry Summit
Mike Hubbard reported that the Industry Summit Coalition continues to meet regularly. A smaller group consisting of SPRI, ARMA, PIMA, CFFA, and ERA is focusing on policy at the national and state levels, and a larger group with additional associations is developing monthly educational webinars and has launched a Market Index Survey for Reroofing to gauge the impact of the pandemic on business. The initial results are expected in February.

The Summit Coalition requested SPRI's support of a letter encouraging industry members to get the COVID-19 vaccine. There was lengthy discussion regarding the individual corporate policies on the matter. SPRI Legal Counsel noted that SPRI's endorsement of such a letter would not appear to create any legal liability for SPRI or its Members as it does not impact any individual Members' rights to make their own decisions regarding vaccination. On motion duly made, with 8 votes in favor, 2 opposed and 12 abstentions, it was agreed that the Board would vote on whether SPRI would be a signer of the letter. On motion duly made, with 11 in favor, 4 opposed, and 4 abstentions, the Board agreed to be a signer on the Industry Summit letter encouraging COVID-19 vaccination.

Legal Counsel Report
SPRI Legal Counsel Carl Silverman reported that during the last quarter there have been no legal actions against SPRI, nor has SPRI initiated any legal action against any other entities. His activity during the past quarter included various telephone calls, emails and other correspondence including that related to SPRI's contract for the 2021 annual conference being moved to 2022, reviewed material and participated in calls for multiple task forces and considered membership questions. In addition, he provided his regular services of attendance for Board, task force and committee meetings, phone calls, review of reports, correspondence, review of minutes, and contact with SPRI Members, SPRI staff, and third parties on various SPRI matters.

Technical Director's Report
Technical Director Randy Ober provided the attached report with substantial details of the Technical Director activity during the last quarter.

Committee Reports

Membership
In the absence of Committee Chair Ralph Raulie, Linda King presented information related to a membership inquiry from Principia Consulting and material provided by Mr. Raulie concerning a review of the current bylaws and the potential of accepting marketing consultant companies that specialize in the roofing industry for membership in the Affiliate category. It was agreed that a committee will be formed to review the SPRI bylaws to consider the question further and to determine if there are any bylaw updates necessary and report back to the SPRI Board in April. Ralph Raulie will be asked to chair the committee. Bob LeClare, Adam Burzynski, Jenny O'Neal, Norbert Lash and Kurt Sosinski volunteered to serve on the committee.

Technical Committee
Committee Chair Justin Bates reported that the Wetting Curves Task Force has voted not to post or publish the final test report from NRC, and to disband. The Task Force also recommended that the funding grant of $45,000 from the RCI Foundation (now the RCI-IIBEC Foundation) be refunded. On

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motion duly made, it was agreed that SPRI refund the grant money to IIBEC pending review of the documents and correspondence to ensure that there are no likely repercussions to SPRI. On motion duly made, it was agreed, with 1 abstention and the balance affirmative, that SPRI send an appropriate letter with the refund to the RCI-IIBEC Foundation. Justin Bates, with input from Dave Hawn, will draft the letter for review and approval by the SPRI Executive Committee.

On motion duly made, the SPRI Board unanimously accepted the recommendation of the Technical Committee to revise the Commentary to the RP-4 2019 Standard.

On motion duly made, the SPRI Board unanimously accepted the recommendation of the Technical Committee to allow the use of the SPRI name, logo and public information on future PCBTF Coalition communications.

On motion duly made, the SPRI Board approved, with 1 negative, 1 abstention and the balance in favor, to have Bob LeClare and Adam Burzynski as DORA® Marketing Co-chairs, pursue the development of an RFP to solicit marketing firms for the purpose of developing a marketing plan to promote DORA®.

Mr. Bates reported that the Code Official Training Task Force has disbanded. On motion duly made, it was unanimously agreed to create an Education Committee. Brian Chamberlain has agreed to serve as chair and Chris Mader, Mike Darsch, and Jenny O'Neal volunteered to serve on the Committee.

A summary of the current Technical Task Force Initiatives was provided which includes the Task Force Chair, objectives, creation date and budget. This report will be provided quarterly to ensure that a Task Force is still relevant and making progress towards its stated objectives.

Promotion
Chair Bob LeClare reported that there was no additional report provided during the Annual Business meeting. He noted that the Promotion Committee will focus on increasing the number of SPRI articles in the industry press and on the marketing plan for DORA®.

Statistics
Chair Phil David reviewed the results of the surveys sent to the Roof Board and SBS participants. The Roof Board survey results do not support making any changes to the program at this time. On motion duly made, the Board unanimously accepted the recommendation that:

a) ARI distribute existing historical data for current SBS Self Adhered Meant to Be Covered and Meant to be Exposed categories previously submitted through December 31, 2020 to reporting Member Companies; and
b) Modification of current SPRI Reporting Manual Guidelines, Quarterly Report format and ARI data collection to include future shipments for SBS Self-Adhered Meant to be Covered in two sub-categories, beginning in the first quarter reporting 2021:
    a. Modified Bitumen Self-Adhered Air / Vapor Barriers (Film, foil or smooth surfaced); and
    b. Modified Bitumen Self-Adhered Roof Membrane Base Plies (smooth or film surfaced).

The cost associated with these changes is projected to be $1,920 annually plus a $300 set-up fee.

Annual Conference
A revised contract with the Westin Cape Coral has been signed for January 14-16, 2022 with a $179 per night room rate.

Member Services
Chair Al Janni reported that there has been no recent activity.

New Business

On motion duly made, it was unanimously agreed that SPRI donate $2000 to support RICOWI. [Note: It was mentioned that RICOWI has already received a donation from SPRI. IN fact, RICOWI dues were recently paid, but no donation from SPRI had been made to date.]

On motion duly made, it was unanimously agreed that the SPRI April meeting scheduled to be held in Rhode Island will be held entirely as a virtual meeting and that Ms. King will contact the Crowne Plaza to discuss transferring the contract to October 2021.

Adjournment

There being no further business, the meeting adjourned at 5:00 p.m. ET.

Submitted: Linda King, SPRI Managing Director

These minutes have been reviewed by SPRI Legal Counsel.

Future Meetings:

April 27-28, 2021 virtual
July 12-13, 2021 at Crowne Plaza, Warwick, RI (Monday- Tuesday)
October – TBD
January 14-16, 2022 Westin Cape Coral, Florida

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Management Report

SPRI Inc.

For the period ended February 28, 2021

Prepared on
March 29, 2021

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Supplemental Information

Disclaimers

- These Financial Statements have not been subject to an audit, review, or compilation engagement. Therefore, there is no opinion expressed on them.
- Substantially all required disclosures have been omitted.

These financial statements include the following departures from accounting principles generally accepted in the United States ("U.S. GAAP"):

- Membership dues are recorded as of the members' anniversary date and are deferred and recognized over the period to which the dues relate. This may differ from the recognition which would occur under ASC 606 and is considered a departure from accounting principles generally accepted in the United States ("U.S. GAAP").

The effect of these departures has not been determined.

SPRI, INC.

Statement of Financial Position
February 28, 2021

Assets	
Current Assets:	
Cash and cash equivalents	$ 156,438
Accounts receivable, net of allowance for doubtful accounts of $11,762	119,043
Investments	437,358
Prepaid expenses	43,946
Total current assets	756,785
Intangible Assets, net of accumulated amortization of $71,979	29,700
Total assets	$ 786,485
Liabilities and Net Assets	
Current Liabilities:	
Accounts payable	$ 18,271
Accrued expenses	8,672
Deferred membership dues	24,635
Other deferred revenue	1,395
Total current liabilities	52,973
Net Assets:	
Without donor restrictions	733,512
Total liabilities and net assets	$ 786,485

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Schedule I

SPRI, INC.

Recap of Operating Revenues and Expenses
For the Quarter Ended February 28, 2021

Quarter Actual	Quarter Budget	Current Quarter Difference		Y-T-D Actual	Y-T-D Budget	Y-T-D Difference	2020 - 2021 Budget
			Revenues:				
			Dues and general:				
$ 253,215	$ 256,128	$ (2,913)	Administration (see Schedule IV)	$ 697,358	$ 705,397	$ (8,039)	$ 705,395
-	-	-	Annual meeting (see Schedule V)	-	-	-	150,000
253,215	256,128	(2,913)	Total revenues	697,358	705,397	(8,039)	855,395
			Expenses:				
147,407	174,763	27,356	General and administration (see Schedule IV)	562,901	524,289	(38,612)	699,041
2,819	-	2,819	Annual meeting (see Schedule V)	2,819	-	2,819	150,000
150,226	174,763	30,175	Total expenses	565,720	524,289	(35,793)	849,041
102,989	81,365	21,624	Net income (loss) from operating activities	131,638	181,108	(49,470)	6,354
(46,033)	(2,901)	(43,132)	Net income (loss) from special projects	(83,435)	(8,703)	(74,732)	(11,605)
$ 56,956	$ 78,464	$ (21,508)	Net income (loss)	$ 48,203	$ 172,405	$ (124,202)	$ (5,251)

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Schedule II

SPRI, INC.

Recap of Special Projects Revenues and Expenses
For the Quarter Ended February 28, 2021

Quarter Actual	Quarter Budget	Current Quarter Difference		Y-T-D Actual	Y-T-D Budget	Y-T-D Difference	2020 - 2021 Budget
			Special Projects Revenue:				
$ -	$ 224	$ 224	Research income	$ -	$ 672	$ (672)	$ 895
-	-	-	How to work with the NBCC	-	-	-	-
(45,000)	-	45,000	RCI Foundation Wetting Curves	-	-	-	-
598	-	(598)	Environmental product declarations	996	-	(996)	-
(44,402)	224	44,626	Total special projects revenue	996	672	(1,668)	895
			Expenses:				
			Special projects:				
-	1,875	1,875	RICOWI wind/hail event	-	5,625	5,625	7,500
-	1,250	1,250	How to work with the NBCC	3,500	3,750	250	5,000
-	-	-	RCI Foundation Wetting Curves	76,298	-	(76,298)	-
1,004	-	(1,004)	Industry Summit Survey	1,004	-	(1,004)	-
597	-	(597)	Environmental product declarations	2,536	-	(2,536)	-
29	-	(29)	Listing program database	121	-	(121)	-
1	-	(1)	PCR renewal	972	-	(972)	-
1,631	3,125	1,494	Total special projects expenses	84,431	9,375	(75,056)	12,500
-	-	-	External education	-	-	-	-
1,631	3,125	1,494	Total expenses	84,431	9,375	(75,056)	12,500
$ (46,033)	$ (2,901)	$ (43,132)	Net income (loss) from special projects	$ (83,435)	$ (8,703)	$ (74,732)	$ (11,605)

These Financial Statements have not been subject to an audit, review, or compilation engagement. Therefore, there is no opinion expressed on them.
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Schedule III

SPRI, INC.

Statement of Changes in Net Assets For

the Quarter Ended February 28, 2021

	Net Assets without Donor Restrictions	Board-Designated Net Assets	
Balance, at Beginning of Period	$ 425,309	$ 260,000	*
Change in net assets from operating activities	131,638	-	
Change in net assets from special projects	(83,435)	-	
Balance, at End of Period	$ 473,512	$ 260,000	

* **DESIGNATIONS**

The Association's Board of Directors has designated $260,000 of net assets without donor restrictions as a stabilization fund for the primary purpose of safeguarding the Association in years where expenses exceed revenues.

Schedule IV

SPRI, INC.

Dues and General and Administration
For the Quarter Ended February 28, 2021

Quarter Actual	Quarter Budget	Current Quarter Difference		Y-T-D Actual	Y-T-D Budget	Y-T-D Difference	2020 - 2021 Budget
			Revenues:				
			Regular dues - Types 1 to 7:				
$ 55,100	$ 55,100	$ -	Modified bitumen	$ 82,650	$ 82,650	$ -	$ 82,650
41,325	41,325	-	Thermoplastic	96,425	96,425	-	96,425
-	-	-	Thermoset	-	-	-	-
-	-	-	Modified bitumen and thermoplastic	13,775	13,775	-	13,775
-	-	-	Thermoplastic and thermoset	13,775	13,775	-	13,775
-	-	-	Modified bitumen and thermoset	-	-	-	-
-	-	-	Bitumen/thermoset/thermoplastic	55,100	55,100	-	55,100
96,425	96,425	-	Total regular dues	261,725	261,725	-	261,725
			Associate dues - Types 8 to 16:				
43,440	43,440	-	Raw materials supplier	108,600	108,600	-	108,600
86,880	86,880	-	Component supplier	206,340	206,340	-	206,340
21,720	21,720	-	Accessory supplier	65,160	76,020	(10,860)	76,020
-	-	-	Equipment and tool manufacturer	10,860	10,860	-	10,860
-	-	-	Consultant	11,200	11,200	-	11,200
-	-	-	Architect	-	-	-	-
2,800	2,800	-	Product distributor	2,800	2,800	-	2,800
-	-	-	Product representative	-	-	-	-
2,800	2,800	-	Testing laboratory	19,600	19,600	-	19,600
157,640	157,640	-	Total Associate dues	424,560	435,420	(10,860)	435,420
-	-	-	Supplemental dues	-	-	-	-
254,065	254,065	-	Total dues	686,285	697,145	(10,860)	697,145
			Other:				
-	63	(63)	Member service program	25	252	(227)	250
1,496	1,750	(254)	Investment income	7,207	7,000	207	7,000
80	250	(170)	Other income	1,085	1,000	85	1,000
(2,426)	-	(2,426)	Unrealized (Gain) Loss Invest.	2,756	-	2,756	-
-	-	-	Prior year adjustments	-	-	-	-
(850)	2,063	(2,913)	Total other	11,073	8,252	2,822	8,250
$ 253,215	$ 256,128	$ (2,913)	Total general and administration revenue	$ 697,358	$ 705,397	$ (8,039)	$ 705,395

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Schedule IV
(Continued)

SPRI, INC.

Dues and General and Administration
For the Quarter Ended February 28, 2021

Quarter Actual	Quarter Budget	Current Quarter Difference		Y-T-D Actual	Y-T-D Budget	Y-T-D Difference	2020 - 2021 Budget
			Expenses:				
			General and administrative:				
			Professional services:				
$ 35,500	$ 35,500	$ -	Management fee	$ 142,000	$ 106,500	$ (35,500)	$ 142,000
32,875	36,000	3,125	Technical support	127,716	108,000	(19,716)	144,000
23,646	28,500	4,854	Codes support	95,866	85,500	(10,366)	114,000
16,000	13,250	(2,750)	Legal counsel fee	53,025	39,750	(13,275)	53,000
-	750	750	Legal counsel expenses	3,170	2,250	(920)	3,000
-	-	-	Promotional support	-	-	-	-
6,444	4,375	(2,069)	Accounting/auditing	21,926	13,125	(8,801)	17,500
7,390	9,000	1,610	Statistical reports	27,810	27,000	(810)	36,000
-	-	-	ANSI mailings	-	-	-	-
3,750	3,750	-	Standards development platform	15,300	11,250	(4,050)	15,000
24	250	226	Office supplies	449	750	301	1,000
59	75	16	Postage	264	225	(39)	300
150	175	25	Telephone usage	600	525	(75)	700
43	2,750	2,707	Staff travel	123	8,250	8,127	11,000
2,000	400	(1,600)	Annual report/miscellaneous/donations	2,553	1,200	(1,353)	1,600
550	130	(420)	Insurance: wc/employment	1,657	390	(1,267)	521
228	250	22	Bank and credit card charges	1,015	750	(265)	1,000
14	200	186	Printing	214	600	386	800
9,052	10,274	1,222	Bad debt expense	25,171	30,822	5,651	41,095
4,050	4,050	-	Depreciation and amortization	16,200	12,150	(4,050)	16,200
-	-	-	Prior year adjustments	-	-	-	-
141,775	149,679	7,904	Total general and administrative	535,059	449,037	(86,022)	598,716
			Membership dues:				
312	313	1	RICOWI	1,250	939	(311)	1,250
337	338	1	Cool roof	1,462	1,014	(448)	1,350
2,679	2,679	-	ANSI dues	10,715	8,037	(2,678)	10,715
-	-	-	USGBC	-	-	-	-
113	313	200	ICC and ICC PPP membership	447	939	492	1,250
263	263	-	AIA/CES provider	1,051	789	(262)	1,050
27	28	1	SES membership	64	84	20	110
3,731	3,934	203	Total membership dues	14,989	11,802	(3,187)	15,725
			Board and Committee:				
1,244	2,900	1,656	Board and Committee expenses	3,392	8,700	5,308	11,600
159	6,750	6,591	Technical committee	271	20,250	19,979	27,000
1,403	9,650	8,247	Total Board and Committee	3,663	28,950	25,287	38,600
			Membership services:				
90	50	(40)	Membership plaques	272	150	(122)	200
-	625	625	Membership directory	2,511	1,875	(636)	2,500
-	-	-	Member appreciation	-	-	-	-
237	2,500	2,263	Member services programs	1,343	7,500	6,157	10,000
327	3,175	2,848	Total membership services	4,126	9,525	5,399	12,700
			Promotion projects:				
-	-	-	Special project	-	-	-	-
171	450	279	Home page	858	1,350	492	1,800
-	-	-	Webinar	-	-	-	-
-	1,250	1,250	Promotion project	-	3,750	3,750	5,000
-	4,000	4,000	Trade show exhibit	4,206	12,000	7,794	16,000
-	2,500	2,500	Public relations	-	7,500	7,500	10,000
-	125	125	Publication/standards	-	375	375	500
171	8,325	8,154	Total promotion projects	5,064	24,975	19,911	33,300
$ 147,407	$ 174,763	$ 27,356	Total operating expenses	$ 562,901	$ 524,289	$ (38,612)	$ 699,041

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Substantially all required disclosures have been omitted.

Schedule V

SPRI, INC.

Annual Meeting
For the Quarter Ended February 28, 2021

Quarter Actual	Quarter Budget	Current Quarter Difference		Y-T-D Actual	Y-T-D Budget	Y-T-D Difference	2020 - 2021 Budget
			Revenues:				
$ -	$ -	$ -	Member registration	$ -	$ -	$ -	$ 50,740
-	-	-	Non-member registration	-	-	-	-
-	-	-	Spouse/guest registration	-	-	-	5,700
-	-	-	Miscellaneous sponsorships	-	-	-	53,000
-	-	-	Miscellaneous meals	-	-	-	100
-	-	-	Golf	-	-	-	3,450
-	-	-	Recreation event	-	-	-	1,260
-	-	-	Spouse event	-	-	-	500
-	-	-	Optional events	-	-	-	-
-	-	-	Hotel package	-	-	-	35,250
-	-	-	Rebate	-	-	-	-
-	-	-	Total revenues	-	-	-	150,000
			Expenses:				
			Food and beverage:				
-	-	-	Food and beverage	-	-	-	48,000
-	-	-	Hotel service and tips	-	-	-	-
-	-	-	Total food and beverage	-	-	-	48,000
			Board and staff:				
-	-	-	Gifts and plaques	-	-	-	600
-	-	-	Staff travel and expenses	-	-	-	6,500
-	-	-	Total Board and staff	-	-	-	7,100
			Programs and general:				
571	-	571	Audio visual rental/slides/art	571	-	571	4,000
-	-	-	Online brochure	-	-	-	3,000
113	-	113	Registration materials	113	-	113	2,000
-	-	-	Convention attendee gifts	-	-	-	3,000
-	-	-	Entertainment	-	-	-	10,000
-	-	-	Promotion	-	-	-	-
-	-	-	Postage and freight	-	-	-	500
-	-	-	Signs	-	-	-	400
1,700	-	1,700	Speakers' fees and expenses	1,700	-	1,700	18,020
-	-	-	Golf	-	-	-	8,900
185	-	185	Optional events	185	-	185	4,530
-	-	-	Spouse events	-	-	-	500
250	-	250	Hotel package	250	-	250	36,850
-	-	-	Hotel attrition fees	-	-	-	-
-	-	-	Credit card fees	-	-	-	3,000
-	-	-	Gratuities	-	-	-	200
-	-	-	Miscellaneous	-	-	-	-
2,819	-	2,819	Total programs and general	2,819	-	2,819	94,900
2,819	-	2,819	Total annual meeting expenses	2,819	-	2,819	150,000
$ (2,819)	$ -	$ 2,819	Net income (loss)	$ (2,819)	$ -	$ 2,819	$ -

These Financial Statements have not been subject to an audit, review, or compilation engagement. Therefore, there is no opinion expressed on them. Substantially all required disclosures have been omitted.

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Highlighted areas are new text

Directory of Roof Assemblies (DORA)

Program Guidelines

Revised 04/2021

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1.0 General

1.1 The purpose of the Directory of Roof Assemblies (DORA) Program ("Program") is to provide designers, code officials, roof consultants, contractors, and other interested parties with a database of roofing assemblies tested in accordance with standards referenced as part of Chapter 15 of the International Building Code (IBC).

1.2 The Program is wholly owned by SPRI. SPRI is responsible for the establishment of the policies of the Program including an independent third party management of the Program including its overall direction, control and implementation. To do this, SPRI will create and utilize, as it deems necessary and otherwise helpful: (1) committees including, but not limited to, a Listing Oversight Committee and a Dispute Resolution Committee; and (2) retain outside professionals and other service providers.

1.3 SPRI has elected to engage a Program Manager to function as the Program's third party administrator. As part of its administrative duties, the Program Manager is responsible for developing, populating and maintaining the DORA Database ("Database").

1.4 In order to provide a credible listing service to the roofing industry, these Program Guidelines ("Guidelines") govern the requirements for roof assembly submittals and supporting documentation; submittal validation; listing maintenance; and listing challenges and appeals. The Guidelines are part of an independent third party listing program, and these Guidelines constitute part of the agreements entered into by SPRI, the Program Participants, and the Program Manager.

1.5 The current scope of the Guidelines covers wind uplift, external fire and impact performance only specified within Chapter 15 of the IBC 2018. The requirements in these Guidelines have been developed through a consensus based approach.

2.0 Definitions

- End User – Individuals such as consultants, architects, and authorities having jurisdiction utilizing the Database for searching and identifying roof assembly performance.

- Data Extension – The use of comparative test data to allow alternate roofing system components to be included in a Listing without conducting testing in accordance with Section 3.7.

- Dispute Resolution Committee – A neutral party, established by SPRI, providing arbitration on appeals and operating under their defined procedures and rules, as determined by SPRI.

- Listing Owner – Entity submitting roof assemblies for listing in the Database and providing the supporting documentation for the assembly's performance.

- SPRI Listing Oversight Committee – The Committee, established by SPRI that oversees the guidelines, operations and activities of the Program and Database, as determined by SPRI.

- Program Manager - The administrator of the Program and Database.

- Recognized Component Manufacturer (RCM) - A company that manufactures components that are utilized in roof assemblies that are listed in the Database.

- Listing - A listing is an assembly of recognized components that meet the performance ratings addressed by the Listing Program (to be further defined in Phase II of the DORA Program development).

- Validation – The technical review of the testing data and supporting documentation for establishing a listing. Validation must be conducted by a Validator, as set forth in the Program.

- Validator - ISO 17065-accredited Certification Body or a Licensed Professional Engineer, with the applicable expertise in the products and performance criteria being evaluated, conducting the technical engineering review of the listing submittal.

3.0 General

3.1 Overview

3.1.1 The Program provides a publicly accessible and searchable web-based database of roof assemblies. Four distinct groups will utilize the DORA Program database: Listing Owners; Recognized Component Manufacturers (RCMs), the Program Manager; and the End Users. Each of the four groups requires unique settings, accessibility and safeguards.

3.1.2 Listing Owners and RCMs shall enter into an agreement with the Program Manager for the participation in the Program in accordance with these Guidelines and requirements.

3.1.3 A listed roof assembly consists of all of the components in the roof assembly including, but not limited to, the deck, insulation, covering and securements. In general, components of an assembly must be manufactured by an RCM, as set forth in Section 3.6.

3.1.3.1 The use of generic components, such as, but not limited to, asphalt and polyethylene sheeting, will be identified as generic in the database, and not subject to the RCM requirements.

3.1.4 To add a roof assembly to the Database, a Listing Owner submits a roof assembly referencing supporting documentation (listing record) to the Program Manager in accordance with the assembly submittal requirements. The assembly supporting documentation may be in the form of qualified test reports or qualified existing listings. During this period the listing submittal is pending in the Database while under review.

3.1.5 During review, the listing submittal's supporting documentation and RCM quality control requirements are verified by the Program Manager in accordance with the governing submittal requirements. Following a successful verification, the listing submittal is granted approval and is published by the Program Manager on the Database. The listed assembly is accessible to the public through parametric searches and applicable category selections.

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3.1.6 The Listing Owner maintains its listing by payment of applicable fees and periodic verification that there have been no changes that adversely affects the performance of the listed assembly. The Program Manager maintains the active listing in the Database.

3.2 Eligibility

3.2.1 Eligible Listing Owners must have ownership or legal release of the listed assembly's supporting documentation and performance data.

3.2.2 Each RCM that supplies components of a listed roof assembly must provide proof of satisfactory quality control inspections conducted by a third party Quality Control Agency at each of their recognized plant locations.

3.2.2.1 The Quality Control Agency performing the inspections must be accredited by the International Accreditation Service (IAS), or similar accreditation body, as complying with ISO Standard 17020 or ISO 17065 performing inspections on its own behalf.

3.2.3 Listing entries for another party are acceptable when the Listing Owner grants written permission for the use of its data.

3.3 Quality System Documentation

3.3.1 All RCMs shall maintain quality control documentation and a quality system to ensure that their participating products consistently meet the requirements of the Program. At a minimum, the quality control documentation shall satisfy the requirements as outlined in Section 2.0, Elements of the Quality System Documentation, contained in Acceptance Criteria for Quality Documentation (AC10), with the exception that Section 2.1.4 of AC10 shall be modified as follows: "The documentation shall indicate how the recognized product is to be identified in the field, including manufacturer's name and product trade name, or identification as agreed upon through private labeling agreements."; or satisfy the requirements as contained in other approved quality system documentation.

3.4 Program Manager Responsibilities

3.4.1 Enter into an agreement with the Listing Owners and RCMs for participation in the Program.

3.4.2 Conduct review of submittals.

3.4.3 Confirm that the minimum quality control inspection requirements at each RCMs recognized plant location are being met.

3.4.4 Enforce the provisions of this Listing Program as outlined in these Guidelines.

3.4.5 Maintain the Database.

3.4.6 Shall have the right to revise the program fee schedule after notification to, and approval from, SPRI and in conformance with the established contracts.

3.5 Listing Owner Responsibilities

3.5.1 Enter into an agreement with the Program Manager for participation in the

Program.

3.5.2 Submit the necessary supporting documentation as required by the Guidelines.

3.5.3 Ensure supply of components and assemblies as good-faith reproductions of those tested and recognized in the assembly listing.

3.5.4 Notify the Program Manager of any changes to the listed assembly that adversely affects the performance.

3.5.5 Ensure that agreements are in place with RCMs for proper identification of components utilized in Listings.

3.5.5.1 Identification must be clear enough to allow the end user or authority having jurisdiction to adequately link the components to those identified on a Listing.

3.5.6 Pay all applicable fees that are part of the Program.

3.6 Recognized Component Manufacturer Responsibilities

3.6.1 The RCM must enroll its individual plant locations that manufacture components in the Program.

3.6.2 Each RCM must enter into an agreement with the Program Manager for participation in the Program.

3.6.3 Each RCM must maintain a quality system as described in Section 3.3.1 for each of its recognized plant locations.

3.6.4 Each RCM must provide proof of enrollment in a quality control inspection program per the requirements of Section 7.2 for each of its recognized plant locations

3.6.4.1 Proof of inspection may be through the submittal of inspection reports, inspection summary forms, or other equivalent documentation.

3.6.4.2 Documentation shall identify variances as a result of inspections and confirmation that variances have been resolved.

3.6.5 Each RCM shall supply a list of its manufactured components and private labels.

3.6.5.1 This information is uploaded to the secure portion of the Database and is only accessible to the specific RCM and the Program Manager.

3.6.5.2 All components in the Database will be accessible to the Listing Owners to select as part of their assemblies.

3.6.6 As part of the ongoing compliance requirements, a RCMs failure to provide proof of inspections or resolution of variances shall result in the removal of the affected plant locations.

3.6.6.1 The Program Manager will provide notification to the non-compliant RCM prior to the removal of the RCM plant locations.

3.6.6.2 Following the notification, the Program Manager will allow 30 days for proof of compliance to the Program requirements to be submitted. If

inadequate proof is provided, notification of the plant's removal will be submitted to all the Listing Owners.

3.6.7 Pay all applicable fees that are part of the Program.

3.7 Applicable Test Standards

3.7.1 Wind uplift testing of roof assemblies must be conducted in accordance with FM 4474, UL 580, or UL 1897, as specified in Section 1504.3 of the IBC.

3.7.2 Fire testing of roof assemblies must be conducted in accordance with ASTM E108 or UL 790. In addition, fire-retardant-treated wood roof coverings shall be tested in accordance with ASTM D2898 or as specified in Section 1505.1 of the IBC.

3.7.3 Impact testing of roof assemblies must be conducted in accordance with ASTM D3746, ASTM D4272 or the "Resistance to Foot Traffic Test" in Section 5.5 of FM 4470, as specified in Section 1504.7 of the IBC.

3.8 Reference Documents

3.8.1 International Building Code (IBC)©, International Code Council.

3.8.2 FM Standard 4474 American National Standard for Evaluating the Simulated Wind Uplift Resistance of Roof Assemblies Using Static Positive and/or Negative Differential Pressures, FM Global, Johnston, RI.

3.8.3 Testing for foot traffic resistance shall be in accordance with *Test Procedure, Test Method for Determining the Foot Traffic Resistance of Roof Coverings and Insulation*, FM Approvals, LLC.

3.8.4 ASCE-7 Minimum Design Loads for Buildings and Other Structures, American Society of Civil Engineers, Reston, VA.

3.8.5 Standard Test Method for Fire Tests of Roof Coverings, ASTM E108

3.8.6 UL 580 Standard for Safety, Tests for Uplift Resistance of Roof Assemblies, Underwriters Laboratories Inc., Northbrook, IL.

3.8.7 UL 1897 Standard for Uplift Tests for Roof Covering Systems, Underwriters Laboratories Inc., Northbrook, IL.

3.8.8 UL 790 Standard Test Methods for Fire Tests of Roof Coverings, Underwriters Laboratories Inc., Northbrook, IL.

3.8.9 ICC-ES Acceptance Criteria for Quality Documentation (AC10).

4.0 Assembly Submittal Requirements

4.1 Roof Assembly Contents

4.1.1 A complete list of all roof assembly combinations being submitted for consideration.

4.1.2 The components that make up each roof assembly including, but not limited to:

4.1.2.1 Covering;
4.1.2.2 Cover board;
4.1.2.3 Insulation;
4.1.2.4 Securements;

4.1.2.5 Pattern or layout of securements;
4.1.2.6 Air, vapor, or thermal barrier; and
4.1.2.7 Structural deck.

4.1.3 Each component in the assembly shall be identified by manufacturer/supplier and product trade name.

4.1.4 Documented wind uplift for each assembly.

4.1.5 Documented fire classification and tested slope for each assembly.

4.1.6 Documented Impact testing classification for each assembly.

4.1.7 Installation details shall only be required as necessary to properly describe the tested assembly.

4.1.8 The Listing Owner shall have the authority to decide on the content of the listing information, provided it complies with the Program Rules.

4.1.9 Only a description of the assembly and its components and the results of wind uplift testing shall be included in the listing's supporting documentation.

4.1.10 Supporting documentation, testing data, and proprietary information will not be publicly visible or accessible.

4.1.11 No additional product information or claims shall be included.

4.2 Supporting Documentation

4.2.1 Listings in the Database may be supported by an existing listing, or by the necessary test reports and supporting information for the performance characteristics for which the listing is being sought.

4.2.2 Listings being supported by a current and valid existing listing from another qualified product listing programs shall be accepted by the Program Manager without further validation.

4.2.2.1 Qualified product listing programs include, but are not limited to: ISO 17065-accredited Certification Bodies; Dade County Florida; FM Approvals; ICC-ES; State of Florida; and UL, LLC.

4.2.3 It is the responsibility of the Listing Owner to notify the Program Manager in the event that a supporting listing is removed, voluntarily or involuntarily.

4.2.3.1 In the event that a supporting listing is removed, the Listing Owner may submit supporting documentation to maintain its DORA Listing.

4.2.4 For submittals not supported by an existing listing, testing data must fully comply with these Guidelines and provide the information necessary for validation.

4.2.5 The Program Manager may request additional information as part of the verification process of a listing application.

4.2.6 All documents shall contain the Listing Owner's name, document or reference number, and date.

4.2.7 All submittal information shall be provided in the English language.

4.3 Testing Laboratory Requirements

4.3.1 In the supporting documentation for each assembly, the independent testing laboratory, at the time of testing, must have been accredited as complying with ISO Standard 17025. The scope of accreditation for the laboratory, at the time of testing, must have also included the specific tests conducted in the assembly submittal.

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4.4 Validation Requirements

4.4.1 Assembly submittals, not supported by an existing listing, must include a validation (technical engineering review) of the supporting documentation and the assembly's performance.

4.4.2 Validation must be conducted by an ISO 17065-accredited Certification Body or by a Licensed Professional Engineer with the applicable expertise in the products and performance criteria being evaluated.

4.4.3 Listing Owners cannot serve as Validators.

4.4.4 The validation shall ensure that the supporting documentation and performance fully comply with the applicable test standards.

5.0 Assembly Listings

5.1 Listing Entries

5.1.1 Listing Owners shall be responsible for entering the assembly information directly into the Database, as well as uploading the necessary supporting documentation. The Program Manager shall verify the submittal for accuracy.

5.1.2 All listings will remain in an unpublished, pending status, and not accessible to the public, until verification by the Program Manager is completed.

5.1.3 Only the Program Manager will have the authority to activate and publish listings for visibility to the public.

5.1.4 Initial verification of a listing submission and its supporting documentation shall be performed within 10 business days of the submission.

5.1.4.1 Listing Owners will be notified within 15 business days of the listing submission of acceptance of the listing or the reason for denial of the application.

5.1.4.2 The Listing Owner may submit additional information after a denial to further support the assembly, or request a review through the appeal process, as referenced in Section 8.

5.2 Listing Publication

5.2.1 All listings will be published as part of a graphical user interface and Database as part of the Program. This Database will be accessible by end users and will allow such end users to search for and view performance of roof assemblies, specifically for the purpose of verifying compliance with standards referenced as part of IBC Chapter 15.

5.3 Listing Revisions

5.3.1 The Listing Owner shall have secure access to its own listings and supporting documentation for maintenance and revision, as applicable.

5.3.2 Any revisions that affect a listing will remain unpublished until verified by the Program Manager.

5.3.3 During the Program Manager's review of the revision, the current listing will remain publicly accessible on the Database, unless withdrawn by the Listing Owner. This publicly visible listing will be updated once the revisions have been approved.

5.4 Listing Maintenance and Fees

5.4.1 Approximately sixty days before the annual fee due date, the Listing Owner will receive a notification and invoice with directions to pay the listing maintenance fee.

5.4.2 In addition to the annual fee requirement, to maintain a current listing, the Listing Owner must log into its secure account on a three-year cycle (except as noted in Section 5.4.2.1) and confirm that all supporting documentation, as well as the assembly has not changed.

5.4.2.1 To maintain a listing generated from a FM Approvals RoofNav Assembly Number, the Listing Owner must log into its secure DORA database account annually and confirm that all supporting documentation, as well as the assembly has not changed.

5.4.3 All assembly listings will remain on the public site if confirmation by the Listing Owner is completed and associated fees have been remitted.

5.4.4 Should the Listing Owner fail to complete the necessary confirmation or remit payment to maintain the assembly listing by the due date, the assembly listing will revert to a status that will allow it provisionally to remain in the Database, but will not then be viewable to the public.

5.5 Listing Removal

5.5.1 The Listing Owner shall have the authority to terminate a listing at any time and without explanation.

5.5.2 It is the Listing Owner's responsibility to notify the Program Manager when a supporting listing, as set forth in Section 4.2, is suspended or discontinued. Failure to maintain a supporting listing for a Program Listing will result in the removal of the listing from the Database.

5.6 Data Extensions

5.6.1 Data extensions or evaluations used in support of component changes to a listed assembly must be validated with documentation clearly identifying the Program Listing number(s), the revised or added component, the change made, rationale to support the change, and evidence of the performance equivalency.

6.0 Guideline Changes

6.1 Changes to Guidelines

6.1.1 SPRI shall maintain these Guidelines and supporting documentation that governs the Program.

6.1.2 If these Guidelines are revised, the Program Manager shall notify participants of the changes and, if needed, a path forward to update current listings.

6.1.3 When Guidelines are revised, the SPRI Listing Oversight Committee shall determine a reasonable phase-in period to accommodate compliance with any such revision.

7.0 Inspection of Recognized Plant Locations

7.1 Qualifying Quality Control Inspection

7.1.1 Following an application to enroll as an RCM for the Program, an initial qualifying inspection shall be announced and coordinated at the pending RCM's plant locations with an inspection agency, as described in Section

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3.2.3.1. The initial inspection shall include a review and approval of the compliant quality system documentation and a review of the implementation of the documented quality system and associated processes and procedures at the manufacturing facility.

7.1.2 A qualifying inspection may be waived if the RCM's plant location can provide proof, through inspection reports and an agreement with an accredited inspection agency, that the components recognized in the Program are part of an ongoing quality assurance inspection program with at least one inspection per year.

7.2 Ongoing Quality Control Inspections

7.2.1 Inspections will be performed a minimum of once per year at each RCM's recognized plant location.

7.2.2 Each RCM will ensure that appropriate staff are available to assist the inspection agency representative during the inspections.

7.2.3 Proof of inspection may be through the submittal of inspection reports, inspection summary forms, or other equivalent documentation.

7.2.4 Documentation shall identify variances as a result of inspections and confirmation that variances have been resolved.

7.3 Noncompliance Issues and Variances

7.3.1 If the Program Manager is notified of non-compliance issue or issues in regard to the Guidelines, a variance may be issued by the Program Manager to the contact of record for the affected RCM. The RCM shall be given the opportunity to provide a response for correcting the variance within a 30-day timeframe.

7.3.2 If a determination by the Program Manager of continued noncompliance issues or variances are believed to affect listed assemblies, the Program Manager may request additional information at its discretion.

7.3.2.1 Any request for information by the Program Manager must be responded to by the RCM, or designated representative, within the timeframe specified by the Program Manager.

7.3.3 Failure to satisfactorily resolve variances may result in the removal of all affected listed assemblies from the publicly accessible Database.

8.0 Appeals of Listing Denials, Removals, and Challenges

8.1 Listing Actions Eligible for Appeals:

8.1.1 *Listing Denials*: Listing Owners' submissions of assemblies that are not approved for listing in the Database by the Program Manager.

8.1.2 *Listing Removals*: Listings that are removed from the Database by the Program Manager without the consent of the Listing Owner.

8.1.3 *Listing Challenges*: Disputes from a third party as to whether an existing published listing in the Database is legitimate.

8.2 Appeals

8.2.1 Listing Denials, Listing Removals, and decisions resulting from Listing Challenges may be appealed to the Dispute Resolution Committee ("DRC").

8.2.2 The Appellant may submit its appeal in writing to the DRC c/o SPRI's Managing Director, with a copy provided to the Program Manager. This appeal should include, as applicable, the listing number, listing record, and the reason(s) for the appeal supported with documentation and other

evidence.

8.2.3 All such appeals must follow the requirements set forth in Section 8.2.2 above and the Appeal Process set forth in Section 8.3 below, and any further DRC requirements that may be published by SPRI and the DRC from time to time to facilitate the Program.

8.3 Appeal and Challenge Processes

8.3.1 In general, appeals shall be investigated fully and impartially by the DRC after which the DRC will issue its determination in writing to the Appellant filing the appeal with copies provided to all others concerned.

8.3.2 The DRC shall establish, and carry out regularly and non-discriminatorily, its own guidelines, procedures and practices to review appeals, including as much as practical, a consensus-based decision-making process for granting or denying appeals, which process may be conducted in person or by remote conferencing.

8.3.3 While the DRC may request further information from the Appellant, the Program Manager, or others, the DRC intends normally and customarily to issue its determination, to be final, granting or denying the appeal, within thirty (30) days of the DRC's receipt of the appeal and all evidence provided in support.

8.3.4 Should the DRC grant the Appellant's Listing Denial or Listing Removal appeal, the Program Manager, once notified in writing by the DRC, will activate the assembly listing to the Database within three business days, assuming all other program requirements are met.

8.3.5 As to Challenges on existing listings, a surety deposit of $5,000 to fund the investigation is required from the challenger. If the listed assembly being challenged is determined not to be legitimate, the surety deposit will be returned in full. If any further charge in excess of the surety deposit is required to complete the investigation, it is to be approved by the challenger prior to the completion of the investigation, and will be returned if the assembly being challenged is ultimately found not to be legitimate. During the Listing Challenge process, the listing in question will remain viewable in the Database until resolution is reached.

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February 2021

Current Technical Task Force Initiatives

The SPRI Technical Committee works on projects initiated by SPRI members, which are of interest to the commercial roofing industry. Each project approved by the SPRI Board of Directors is completed by a Task Force of SPRI members working together. SPRI Task Forces change as project objectives are achieved and new projects are initiated. Consider joining SPRI to add your voice to the conversation, and to start new conversations.

Air Barrier Details

– Al Janni, Duro-Last
start date 07/2017 budget: $0

The Air Barriers Task Force is working with the Air Barrier Association to create a set of air barrier detail drawings

BPT-1 Standard Development

– Chris Mader, Blue Ridge Fiberboard, Inc.
start date 10/2019 budget: $0 *Completed 03/2021*

The objective of this Task Force is to develop BPT-1, *Comparative Pull-Through Strengths of Stress Plates and Substrate Board Materials Used with Low Slope Roofing Systems*. The proposed standard will be based upon practices currently in use at FM Approvals.

Code Compliance Interface

– Eric Younkin, Soprema, Luis Cadena, NEMO, Lynsey Hull, NEMO
start date 04/2019 budget: $0

SPRI has created an industry coalition to identify common challenges in receiving Code Body approvals. Its objectives are to improve the speed of the approval process, create a process for better acceptance of third-party data, and create a road map for sharing changes in procedures.

Code Development

– Amanda Hickman, SPRI
start date 10/2010 budget: $0

The objective of the Code Development Task Force is to develop and advocate for safe, technically correct, and easily enforced code language while also promoting the goals of the SPRI's membership

Education Committee

– Brian Chamberlain, Carlisle Construction Materials
start date 01/2021 budget: $0

The objective of this Task Force is to develop and conduct training programs for code officials, designers, installers and other interested parties. When appropriate, the Task Force will join with other industry organizations to expand the educational content.

Codes & Standards

– Randy Ober, SPRI

The objectives of the Codes & Standards Task Force are to provide timely and pertinent information on Codes & Standards that may affect the sale and use of sheet membrane roofing systems and the components used in those systems. The Task Force will respond promptly to issues relating to Codes and Standards based on the consensus of the SPRI membership. As of January 2014, the Cool Roof Codes update will be provided in the Codes & Standards meeting.

D6878 TPO Consideration for Revision

– Will Sanborn, Johns Manville
start date 07/2018 budget: $0

The objective of the Task is to investigate whether there are performance benefits realized with a fleece back Thermoplastic Polyolefin (TPO) membrane versus smooth back; physical performance and potential impact resistance. The D6878 standard currently combines these products under one membrane type. All discussion and activity of this Task Force will focus on potential updates to the ASTM standard D6878.

DORA® Listing Service

– Michael Darsch, Carlisle Construction Materials & Mike Darsch, Sika Sarnafil
start date 01/2014 budget: $0

The DORA Marketing Task Force is charged with working with industry stakeholders to educate them on the value of using the DORA Listing Service. The Task Force provides education sessions at industry events, publishes articles, and works with organizations such as MASTERSPEC to increase the exposure of the program.

The DORA Database Task Force is responsible ensuring that the program is being implanted in accordance with the approved Program Guidelines, and to work with the Program Manager to continue to adapt and improve the program as it gains industry acceptance.

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DORA® Rule for Adding Fire and Impact

– Jenny O'Neal, Firestone Building Products Co. LLC.
start date 10/2019 budget: $0

This Task force will develop rules for adding roofing assemblies to the DORA database tested in accordance with fire and impact standards referenced in Chapter 15 of the International Building Code (IBC) for single ply and modified bitumen roof systems.

EDP Renewal

– Randy Ober, SPRI
start date 12/2020 budget: $TBD (paid for by participating companies

This Task force will review and update the SPRI EPDs for TPO and EPDM. The participating companies are responsible for providing the updated information and will pay for the services of sphera and UL Verification Services

FX-1 Recanvass

– Stan Choiniere, StanC Consulting
start date 04/2021 budget: $0

The ANSI/SPRI FX-1, *Standard Field Test Procedure for Determining the Withdrawal Resistance of Roofing Fasteners,* will be reviewed, edited if necessary, and canvassed for re-approval as an American National Standard. This review is required every 5 years per ANSI Essential Requirements.

GT-1 Recanvass

– Brad Van Dam, Metal-Era, Inc. & Bob LeClare, ATAS International
start date 04/2021 budget: $0

The ANSI/SPRI GT-1, *Structural Design Standard for Gutter Systems,* will be reviewed, edited if necessary, and canvassed for re-approval as an American National Standard. This review is required every 5 years per ANSI Essential Requirements.

IA-1 Recanvass

– Stephen Childs, OMG Roofing Products
start date 10/20109 budget: $0

The ANSI/SPRI IA-1, *Standard Filed Test Procedure for Determining the Uplift Resistance of Insulation and Insulation Adhesives over Various Substrates,* will be reviewed, edited if necessary, and canvassed for re-approval as an American National Standard. This review is required every 5 years per ANSI Essential Requirements.

IBHS Training

– Mike Darsch, SIKA Sarnafil
start date 10/2019 budget: $0 -TF on hold

The Task Force will develop a single-ply commercial roofing training program for the Fortified Institute for Business & Home Safety (IBHS) Roofing System. This training program will be outlined and modified from the IBHS Fortified Steep Slope Training program already implemented. The objective of this program is to train the contractor on how to install a fortified roof and explain why extra steps are required.

Installation of Roof Components to Concrete Roof Decks

– Joe Schwetz, Sika Sarnafil
start date 01/2021 budget:

This Task Force will review the ASTM Standard, "Practice for Preparing Concrete Slabs to Receive Adhered (Bonded) Roofing Systems", specifically the testing requirements the standard places on material suppliers. It will then determine if SPRI should issue guidance on the standard and prepare an educational paper on the issues of roofing over concrete

Lightning Protection

– Brad Van Dam, Metal-Era Inc.
start date 01/2021 budget:

The objectives of this Task Force are to review industry feedback along with NFP 780 and ED1, ES1 for gaps, outline gaps and solutions and develop guidance, and seek ANSI consensus approval if Task Force determines appropriate.

VOC Regulatory Monitoring

–Justin Bates, H.B. Fuller
start date 01/2017 budget: $0

The mission of this Task Force is to monitor, inform, and address any VOC changes that could affect the roofing market in ways that are in compliance with SPRI's Antitrust policy.

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Article III Membership	Article III Membership
Section 2. Voting Membership. (a) **Regular** voting membership in this organization shall be limited to persons, partnerships and corporations that manufacture or market flexible sheet membrane roof systems, but not including independent manufacturers' representatives or distributors; and (b) **Associate** voting membership in this organization shall be limited to persons, partnerships and corporations that manufacture and/or market raw materials, components, accessories, tools or equipment used in or for the flexible sheet membrane roof systems industry.	**Section 2. Voting Membership**. (a) **Regular** voting membership in this organization shall be limited to persons, partnerships, ~~and~~ corporations and other forms of business entities that manufacture or market flexible sheet membrane roof systems, but not including independent manufacturers' representatives or distributors; and (b) **Associate** voting membership in this organization shall be limited to persons, partnerships, ~~and~~ corporations and other forms of business entities that manufacture and/or market raw materials, components, accessories, tools or equipment used in or for the flexible sheet membrane roof systems industry.
Section 3. Non-Voting Membership. Members of the following membership classes shall have no vote at any Annual or Special Meeting of the membership, nor shall they be eligible to be an Officer in the organization. However, such non-voting Members may serve on task forces or committees. Such non-voting Members may be elected as Associate Directors to the Board with the right to vote as a Director. (a) **Affiliate Membership**. Affiliate membership shall be limited to persons, partnerships and corporations whose primary business is professional roof consulting (such as RCI members with RRC certification), roofing industry architects (such as AIA members), those who specify (such as CSI members with CDT certification), independent testing professionals and other entities (such as those ISO 17025-accredited by IAS), and other professional and accredited consultants in and for the flexible sheet membrane roof systems industry. (b) **Honorary Membership**. Honorary membership, without voting rights, may be conferred upon any individual interested in the flexible sheet membrane roof systems industry whose past experience in, or service to, the industry, or other special qualification, justifies election at such time and under such terms as the Board shall determine.	**Section 3. Non-Voting Membership**. Members of the following membership classes shall have no vote at any Annual or Special Meeting of the membership, nor shall they be eligible to be an Officer in the organization. However, such non-voting Members may serve on task forces or committees and vote on task force and committee matters. Such non-voting Members may be elected as Associate Directors to the Board with the right to vote as a Director. (a) **Affiliate Membership**. Affiliate membership shall be limited to persons, partnerships, ~~and~~ corporations and other business entities whose primary business is professional roof consulting (such as IIBEC~~RCI~~ members with RRC certification), roofing industry architects (such as AIA members), those who specify (such as CSI members with CDT certification), independent testing professionals and other entities (such as those ISO 17025-accredited by IAS), and other professional and accredited consultants in and for the flexible sheet membrane roof systems industry. (b) **Honorary Membership**. Honorary membership, without voting rights, may be conferred upon any individual interested in the flexible sheet membrane roof systems industry whose past experience in, or service to, the industry, or other special qualification, justifies election at such time and under such terms as the Board shall determine.
ARTICLE V BOARD OF DIRECTORS (the "Board")	**ARTICLE V** BOARD OF DIRECTORS (the "Board")
Section 3 Manner of Election and Term of Office. Each Regular Member shall appoint a person to serve as its Director on the Board for a minimum of one (1) year or until such time as a different representative is appointed by that Regular Member. In addition, eight (8) Associate Directors shall be elected by the voting	**Section 3 Manner of Election and Term of Office.** Each Regular Member shall appoint a person to serve as its Director on the Board for a minimum of one (1) year or until such time as a different representative is appointed by that Regular Member. In addition, eight (8) Associate Directors shall be elected by the voting

Members at the organization's Annual Meeting after consideration of the recommendation of the Nominating Committee. Associate Directors shall serve staggered two (2) year terms. Officers shall be elected by the voting Members from among the Directors following recommendations by the Nominating Committee, and each Officer is elected then to serve a two (2) year term.	Members at the organization's Annual Meeting after consideration of the recommendation of the Nominating Committee. Associate Directors shall serve staggered two (2) year terms; which allows any Associate Director who becomes employed by another SPRI Associate or Affiliate Member to complete the remainder of his/her two (2) year term as Associate Director, provided that the newly-employing SPRI Member selects him/her to serve as (the one and only) Associate Director for that SPRI Member. Officers shall be elected by the voting Members from among the Directors following recommendations by the Nominating Committee, and each Officer is elected then to serve a two (2) year term.
ARTICLE VI **OFFICERS**	**ARTICLE VI** **OFFICERS**
Section 1. Elected Officers. The elected Officers of this organization shall be: President; President-Elect; Past-President; Vice President, if any; Secretary; and Treasurer. Officers are to be elected by the membership at the Annual Meeting of the Members and to serve until their successors have been duly elected and assume office. One person may be elected to hold the combined offices of Secretary and Treasurer. The President-Elect shall automatically succeed to the Presidency.	Section 1. Elected Officers. The elected Officers of this organization shall be: President; President-Elect; Immediate-Past-President; Vice President, if any; Secretary; and Treasurer. Officers are to be elected by the membership at the Annual Meeting of the Members and to serve until their successors have been duly elected and assume office. One person may be elected to hold the combined offices of Secretary and Treasurer. The President-Elect shall automatically succeed to the Presidency.

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SPRI Media Partnership with Building Operating Management

SPRI Special Report to appear in an upcoming issue of Building Operating Management.

Building Operating Management's 60,000 readers are building owners and facility managers that are responsible for 4.2 million commercial and institutional facilities, investing more than $420 billion on renovation and retrofit projects.

SPRI Content and Development

This feature section would consist of SPRI content and would be written by SPRI with support from Building Operating Management's editorial team.

Sponsorship

Building Operating Management's sales team will work to secure advertising sponsorships from SPRI members. **SPRI to communicate with it's membership about the partnership and advertising opportunity.**

Digital Advertising

The special report will appear in an upcoming issue of Building Operating Management will be sent to it's database of 60,000 readers and will also include a digital version to be sent to it's readers.

In addition, Building Operating Management will create an E-Book consisting of the content from the SPRI special report and each advertiser's ad will appear within the SPRI E-Book. Building Operating Management will promote the SPRI E-Book through it's daily e-newsletter sent to 110,000 facility managers. The E-Book promotion will be included in 4 mailings of the FN Insider Daily.
https://www.reachfms.com/samples/insider-sample_native-ad.html

***Building Operating Management will provide a special SPRI membership rate to advertise.**

* The special report will only run in the publication if we are able to secure advertising support.

***SPRI Association Webcast:** A webcast Delivering Immediate Exposure to Busy Executive Facility Managers. **This webcast is low-cost, highly customized event. As a sponsor, SPRI members can assume:**

-SPRI custom content—you choose the topic. We'll assist in copy review, slide generation and provide experience and expertise to assure a successful event.
-You select speaker/presenter
-Presentation is a 30 minute, fast-paced broadcast, prompting facility managers to continue dialogue after the event.
-Averages 300 leads (content dependent)
-Exclusive branding on promo emails during the two weeks prior the webcast
-Promote to SPRI database (optional)
-SPRI logo appears on screen throughout the presentation
-SPRI member sponsors get the exclusive database of registrants and attendees—email address, name, title, company, city/state, phone
http://www.reachfms.com/bom/?page=fastcast-sample&year=2016

Sponsorship- Building Operating Management's sales team will work to secure advertising sponsorships from SPRI members with a special sponsorship rate- **Minimum 3 sponsors.**

SPRI Sole Sponsorship- Rate- $6500.00 net rate.

Avg. registrants-250-500

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Request for Proposal
Marketing the DORA® Listing Service

Project

SPRI is looking to increase the visibility and usage of the DORA® Listing Service.

Contact information

Questions and proposals should be submitted in electronic format to info@spri.org no later than xx .

Schedule

- Deadline for proposals xxx
- SPRI notifies finalists xx
- Finalist proposal presentations to the SPRI Board via Zoom
- SPRI decision
- Program implementation
  During this time, the project team will work closely with a small group of SPRI volunteers and Intertek staff, and will have access to current volunteer end users as needed.

It is expected that the program is a long range (3-5 year) communications and marketing plan.

Introduction and background

SPRI is a trade association representing the manufacturers of commercial roofing systems and the suppliers affiliated with that industry. (https://www.spri.org)

Intertek is a testing laboratory that created the DORA® database, receives and validates the information from the participating manufacturers and maintains the website that is accessed by the building community. (https://www.intertek.com/)

DORA® is a database of roofing assemblies that is used to evaluate the suitability of a roofing system for a particular location and environment. (https://www.dora-directory.com/)

The purpose of the DORA® Listing Service is to provide end-users (designers, code officials, roof consultants, contractors, and other interested parties) with a database of roofing assemblies tested in accordance with standards referenced as part of Chapter 15 of the International Building Code (IBC).

Project goals

SPRI is seeking a firm to develop, implement and manage a long range (3-5 year) communications and marketing campaign. The campaign should be designed to achieve the following:

1. Increase usage of DORA® by the end-user
2. Increase visibility and credibility of DORA® as a resource for important information
3. Increase manufacturer participation in DORA®

Scope of work

Plan for each target population

- Education
- Industry press
- Social media
- Data analytics

The proposal is expected to include the following components, *at a minimum*:

- Schedule & deliverables
- Pricing including information regarding any potential charges not included in the price provided
- Overview of submitters qualifications and information on similar projects or working in the construction and manufacturing industries.
- Recent references

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SPRI

Wind Calculator

Statement of Work

V1.0 -03/23/2021

SPRI & CID

V1.0 - 03/23/21

Overview

SPRI has requested the support of CID to review and replace the OMG wind calculator as it currently exists within the Single Ply Roofing Industries (SPRI) website.

CID, SPRI, Metal-Era /Hickman have collaborated on the requirements and expectations. CID has identified two options for consideration which are detailed in this document. SPRI would select an option and CID would implement that upon acceptance of this SOW.

SPRI Wind Calculator Integration Options:

Option A (MVP)

For this option CIDpropose replacing the current iFrame with the newHickman Edge Systems Wind Calculator version. The overall style, layout and copy will remain as-is, enabling SPRI to replace the OMG iFrame link with a Hickman Edge Systems equivalent.*

- Wind Calculator will live within the Hickman Edge Kentico environment
- All updates and copy changes will be managed through the Hickman Edge CMS
- SPRI will not benefit from any web-based analytic tracking from the iFrame

Deliverables

- A fully responsive, styled & customized iFrame URL

*SPRI are required to purchase & facilitate an active and valid license for the API key which is a prime requirement for the operational purposes of the Wind Calculator result sets.

Option B

For this option CID proposes a rebuild of the wind calculator source code from the Hickman website for a new SPRI version. This option would enable SPRI to host the Wind Calculator on their platform independent of the Hickman Edge Systems website. CID would retain the style, layout and copy as it currently exists and the UI would be updated with SPRI branding. All of the developer source files for the SPRI calculator would be provided to SPRI to integrate directly into www.spri.org.*

- The Wind Calculator will live within the SPRI WordPress (WP) environment
- All updates and copy changes will be managed by SPRI through the WP CMS
- SPRI will be the sole beneficiary of all Wind Calculator web traffic

Deliverables

- A customized & styled wind calculator integration solution
- Integration support (optional)

Note: Any additional functionality, fields or changes to the new Hickman approach for the wind calculator beyond basic rebranding is not covered by this SOW and may cause additional time, resource and cost implications

*SPRI are required to purchase & facilitate an active and valid license for the API key which is a prime requirement for the operational purposes of the Wind Calculator result sets.

Timeline

Upon approval of this proposal, CID will collaborate with SPRI to review and schedule management and development resources. Actual timeline will be dependent on client availability for review/approval and tentatively will take 2-3 weeks from development to the final solution.

Communications & Status Reporting

CID will work with SPRI to set up status touchpoints and or check-ins to go over all of deliverables and any outstanding items that need to be addressed.

Assumptions

The following assumptions are made in compiling this SOW document and are based on CID's knowledge of this engagement opportunity to date:

1. SPRI will provide a single point of contact for questions, approvals, and issue resolution.
2. SPRI will provide CID with access through demo accounts, mock data, and secure screen sharing sessions into SPRI systems for integration into the website.
3. A single revision round for development and content components (content supplied by SPRI) reviews and approvals are included.
4. While local and state social distancing recommendations are in place and with respect to both Metal-Era/Hickman Edge, SPRI and CID company policies, the project will be a remote collaboration.

Investment

Option A (MVP) **$3,500 (one-time fee)**

- A fully responsive, styled & customized iFrame URL

Option B **$9,525 (one-time fee)**

- A fully customized & styled Wind Calculator integration solution
- File packaging of SPRI-wind-calculator source code & materials
- Integration documentation

Development Support (Optional)

- 4 hour support block **$640 (one-time fee)**
- 8 hour support block **$1280 (one-time fee)**

Payment Terms

CI Design will invoice 50% of the selected option ***(please circle and initial above)*** upon project acceptance to establish a billing account and reserve resources and the remaining 50% billed upon delivery of iFrame URL/source files and integration documentation.

1. Any applicable taxes are not included in pricing and are SPRI's responsibility
2. Prices are valid for 30 days from the date of this SOW.
3. All invoices due upon receipt.
4. All work products become property of Metal-Era/ Hickman Edge Systems upon final payment of the project for Option A.
5. All work products become property of SPRI upon final payment of the project for Option B.
6. Expenses associated with this SOW will be billed to SPRI as incurred.
7. CID reserves the right to use this work as an example for CID marketing purposes.

Exclusions

This SOW includes projected time and materials to develop and deliver a product that meets your needs as we currently understand them. Any & all revision work has been excluded from this project .

What is NOT included

- Discovery, Strategy & App Development
- Above the specific number of meetings/calls/rounds of revisions outlined
- Custom photography, stock photos purchase, and music creation/purchase
- Copywriting, messaging and keyword research
- Full search engine marketing (SEM) services or program
- Anything not specified in SOW may incur extra costs determined by CI Design
- Email automation, CRM integration & sales tool marketing
- InVision Software (prototype display app) & platform licensing
- Any platform other than tablet/mobile

Terms & Conditions

Termination
Both parties agree to provide 30 days written notice (email is acceptable) to the other party for termination of services. A final invoice for services provided up to the date of notice will be provided for any remaining balance of work reported in CID's financial system.

Contacts

Point of contact for SPRI:

Linda King
CAMI Managing Director
465 Waverly Oaks Road, Suite 421
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+1.781.647.7026

Point of contact for CID:

Brent Kaufman
Director of Digital Alliances
306 North Milwaukee Street, Suite 200
Milwaukee, WI 53202
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+1.414.727.3407

Approval

SPRI:_____

Printed Name:_____

Title:_____

Date:_____

2020 Statistics Survey of Members
Association Member Responses

Scale of 1-5 with 1 being "Not relevant" and 5 being "Extremely relevant"	Average	Range
Rate the monthly & quarterly membrane report.	4.71	5 -3
Rate the monthly & quarterly roof board report.	4.04	5 - 1
Rate the annual report.	4.79	5 - 4

Provide detail on what is not working for you:

- I don't receive the board report (comment rcvd 2x)
- Would like to receive the annual report on a timely basis - by March or before
- Charts would be helpful
- There would appear to a fair amount of data that goes unreported. Is there anyway to uncover some of that data/volume (coverboard specifically)
- Not clear as the consistency of the MB reporting on how relevant the growth or decline is based on the participants. In other words, are they always the same or do they change each year.

Do you have any new reporting categories or reports to recommend:

- Roof Deck type
- Adhesive Sales
- Is it possible to increase the frequency of Membrane by Attachment to annual instead of every 2 years? Are the modified reports based on cap sheet sales or another metric? Curious if fluid applied membrane systems are possible since we do have members that participate in that segment?
- Would like to see any break-out of sizes. Example: thickness of membranes, or cover boards

Have there been any complaints submitted to ARI or SPRI staff in the last 12 months?

0 Yes 24 No

Were those issues addressed in an acceptable manner? N/A

Please explain the issue and the manner by which it was or was not properly addressed. N/A

Are reporting templates and instructions explained clearly?

20 Yes 0 No 4 blank

Are reporting templates and instructions received in a timely manner?

17 Yes 1 No 6 no response

Are the distinguishing features of the reporting format still relevant and efficient?

20 Yes 0 No 4 no response

Are there any new reporting formats that may be considered? No response

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2020 Statistics Survey of Members
Regular Member Responses

Scale of 1-5 with 1 being "Not relevant" and 5 being "Extremely relevant"	Average	Range
Rate the monthly & quarterly membrane report.	4.58	5-3
Rate the monthly & quarterly roof board report.	3.08	5-1
Rate the annual report.	4.25	5-3

Provide detail on what is not working for you:

- Roof Board report is out of date relevant to the current market and does not differentiate adequately between roof board and roof coverboard product characteristics.
- Requested return date is usually 1 day too early due month end closing/reconciliation.
- The delay in reporting each month is frustrating. There is no consistency in terms of when it comes out.
- Timing is problematic. There is too long of a delay between the published numbers for the total market (monthly) and the state level detail. Other trade groups are faster to return detailed data. SPRI is weeks behind ARMA and PIMA. On the annual report by application method, we don't know the quality of the data as sales of membranes often go through a distributor prior to the contractor and how the job is attached is not tracked.
- Sales data by state is difficult to compile. We have to run inquiries into our system for each state. A report by region would be easier because we could setup a report. The monthly report is relatively easy to prepare, however the quarterly report (by state and province) is difficult to prepare and requires much more time/effort. A regional quarterly report would be easier to prepare. Why is Canada not included in the monthly report tallys?

Do you have any new reporting categories or reports to recommend:

- Is there a way to understand imports into the USA from overseas?

Have there been any complaints submitted to ARI or SPRI staff in the last 12 months?

2 Yes 10 No

Were those issues addressed in an acceptable manner?

1 Yes 0 No

Please explain the issue and the manner by which it was or was not properly addressed.

- Questions on timing of reports
- ARI is at the mercy of the companies reporting the numbers but I think more needs to be done by SPRI to get companies to provide numbers on time

Are reporting templates and instructions explained clearly?

10 Yes 2 No

Are reporting templates and instructions received in a timely manner?

12 Yes 0 No

Are the distinguishing features of the reporting format still relevant and efficient?

11 Yes 1 No

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Are there any new reporting formats that may be considered?

- Not sure why SPRI collects and distributes APP and SBS data. The data is potentially misleading as all asphaltic rolls are not eligible to report (interplys). ARMA covers this.