



## **STANDARDS COORDINATING COMMITTEE 28 (NONIONIZING RADIATION)**

### **IEEE ICES Subcommittee 2**

**Committee on Terminology, Units of Measurement, and Hazard Communications  
December 2, 2004  
San Antonio, TX**

Draft Minutes  
2 December  
San Antonio

1. CTO by Chairman Ric Tell at 1312
2. Introduction of those in attendance
3. Modifications and approval of agenda – The revised agenda (as attached) was approved.
4. The draft minutes of the June 2004 meeting in Washington, DC were approved as circulated.
5. Old Business:
  - 5.1. PAR Status – Chairman Ric Tell reported that the existing PAR was abandoned and a new PAR submitted to, and approved by, the IEEE (copy attached). It was noted that a ballot group has been convened to vote on the draft recommended practice when it becomes available.
  - 5.2. The group discussed the background of the proposed glossary of RF Safety Terms and the need for such a document. Discussion the ongoing need for such a document, its content, and its format (related to IEEE requirements). It was suggested that the document could be posted on the ICES web site. Following discussion of the possible variance in definitions between the standards in the C95 family, it was the consensus of the group was to place this project on hold pending completion of the C95.7 document and the revision to C95.1.
  - 5.3. Review of November 24, 2004 DRAFT C95.7 Recommended Practice
    - 5.3.1. Title of C95.7 document – Those present discussed the suggestion that the document name be modified or expanded to more accurately describe the scope and intent of the recommended practice. After considerable discussion, the consensus was that the current wording is adequate and will not cause confusion. It is consistent with similar documents (Laser Safety). It was M/S/C to retain the current title.
  - 5.4. Discussion of selected issues (members present)
    - 5.4.1. Possible expansion of number of Categories to clarify application of controls.
  - 5.5. Schedule for submission to ICES for balloting (Tell, Petersen)
6. New Business
7. Time and Place of Next Meeting
8. Adjournment

[Email This Letter](#)

24 June 2004

Ronald Petersen  
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Re: PC95.7 - Recommended Practice for Radio Frequency Safety Programs, 3 kHz to 300 GHz

Dear Ronald:

I am pleased to inform you that on 24 June 2004 the IEEE-SA Standards Board approved the above referenced project until 31 December 2008. A copy of the file can be found on our website at <http://standards.ieee.org/board/nes/projects/C95-7.pdf>.

Now that your project has been approved, please forward a roster of participants involved in the development of this project. This request is in accordance with the IEEE-SA Operations Manual, Clause 5.1.2i under Duties of the Sponsor which states:

"Submit annually to the IEEE Standards Department an electronic roster of individuals participating on standards projects"

For your convenience, an Excel spreadsheet for your use has been posted on our website at <http://standards.ieee.org/guides/par/roster.xls>. Please forward this list to me via e-mail at [j.haasz@ieee.org](mailto:j.haasz@ieee.org) no later than 22 September 2004.

Please visit our website, IEEE Standards Development Online (<http://standards.ieee.org/resources/development/index.html>), for tools, forms and training to assist you in the standards development process. Also, we strongly recommend that a copy of your draft be sent to this office for review prior to the final vote by the working group to allow for a quick review by editorial staff before sponsor balloting begins.

If you should have any further questions, please contact me at 732-562-6367 or by email at [j.haasz@ieee.org](mailto:j.haasz@ieee.org).

Sincerely,

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cc: [rtell@radhaz.com](mailto:rtell@radhaz.com)

# PAR FORM

**PAR Status:** New PAR

**PAR Approval Date:** 2004-06-24

**PAR Signature Page on File:** Yes

**1. Assigned Project Number:** C95.7

**2. Sponsor Date of Request:** 2004-05-06

**3. Type of Document:**

**4. Title of Document:**

**Draft:** Recommended Practice for Radio Frequency Safety Programs, 3 kHz to 300 GHz

**5. Life Cycle:** Full-Use

**6. Type of Project:**

**6a. Is this an update to an existing PAR?** No

**6b. The Project is a:** New Standard

**7. Working Group Information:**

**Name of Working Group:** SCC-28, SC-2 on Terminology, Units of Measurements and Hazard Communications

**Approximate Number of Expected Working Group Members:**70

**8. Contact information for Working Group Chair:**

**Name of Working Group Chair:** Richard A Tell

**Telephone:** (702) 645-3338 **FAX:** (702) 645-8842

**Email:** rtell@radhaz.com

**9. Contact information for Co-Chair/Official Reporter, Project Editor or Document Custodian if different from the Working Group Chair:**

**Name of Co-Chair/Official Reporter, Project Editor or Document Custodian:**

**Telephone: FAX:**

**Email:**

**10. Contact information for Sponsoring Society or Standards Coordinating Committee:**

**Name of Sponsoring Society and Committee:** SCC28-International Committee on Electromagnetic Safety

**Name of Sponsoring Committee Chair:** Ronald Petersen

**Telephone:** 908-234-0373 **FAX:** 908-470-9230

**Email:** r.c.petersen@ieee.org

**Name of Liaison Rep. (if different from the Sponsor Chair):**

**Telephone: FAX:**

**Email:**

**Name of Co-Sponsoring Society and Committee:**

**Name of Co-Sponsoring Committee Chair:**

**Telephone: FAX:**

**Email:**

**Name of Liaison Rep. (if different from the Sponsor Chair):**

**Telephone: FAX:**

**Email:**

**11. The Type of ballot is:** Individual Sponsor Ballot

**Expected Date of Submission for Initial Sponsor Ballot:** 2004-07-15

**12. Fill in Projected Completion Date for Submittal to RevCom: 2005-01-01****Explanation for Modified PAR that completion date is being extended past the original four-year life of the PAR:****13. Scope of Proposed Project:**

This recommended practice presents guidelines and procedures of a radiofrequency safety program (RFSP) to provide reasonable and adequate guidance for preventing or controlling hazards associated with RF sources that operate in the frequency range of 3 kHz to 300 GHz under many circumstances. This is a general purpose document intended for application in most RF exposure scenarios. In some complex cases, the required elements of an adequate RFSP may exceed those described in this document. In such cases, additional guidance may be necessary to effect a satisfactory RF safety solution. These recommendations are not intended to apply to the purposeful exposure of patients by or under the direction of medical practitioners.

**Is the completion of this document contingent upon the completion of another document?** No**14. Purpose of Proposed Project:**

This Recommended Practice provides guidance for developing RF safety programs for the safe use of electromagnetic energy-producing devices, equipment, and systems, to prevent any potentially hazardous exposure of workers or the public. For many situations, this guidance will assist in the development of site-specific RF safety programs, while in others the programs may be developed to apply across a wide range of exposure environments. These guidelines are designed to be independent of specific electromagnetic exposure standards, guidelines or other regulatory documents or requirements. Specialized RF safety program recommendations may already exist that are sufficient for achieving RF safety, and, hence, would supplant the recommendations in this document.

**14a. Reason for the standardization project:**

Presently, there exists no recommended approaches for developing safety programs by organizations wishing to implement the use of IEEE C95.1. Users would include industrial companies, Federal, state, and local government agencies. These organizations do not have any documentation of recommended ways for developing and implementing safety programs that are directed to the issue of radiofrequency fields. This document would fill this gap in practical guidance.

**15. Intellectual Property:****Has the sponsor reviewed the IEEE patent policy with the working group?** Yes**Is the sponsor aware of copyrights relevant to this project?** No**Is the sponsor aware of trademarks relevant to this project?** No**Is the sponsor aware of possible registration of objects or numbers due to this project?** No**16. Are there other documents or projects with a similar scope?** No**Similar Scope Project Information:****17. Is there potential for this document (in part or in whole) to be adopted by another national, regional or international organization?** Do not know at this time**If yes, please answer the following questions:****Which International Organization/Committee?****International Contact  
Information?****18. If the project will result in any health, safety, or environmental guidance that affects or applies to human health or safety, please explain in five sentences or less.**

The proposed project provides recommended procedures for developing and implementing safety programs relative to the presence of radio frequency fields and/or associated currents that could be hazardous to individuals. The

recommended methods for developing a safety program would form the single source of such information for industrial hygienists, engineers, radiation protection specialists, health and safety officers and others charged with the responsibility of such programs. Despite the existence of IEEE C95.1-1991 (IEEE Standard for Safety Levels with Respect to Human Exposure to Radio Frequency Electromagnetic Fields, 3 kHz to 300 GHz), there exists no source of useful information for the practical application of the standard in real-world radio frequency exposure situations. This document could find wide spread use both nationally and internationally since no other such document exists.

**19. Additional Explanatory Notes: (Item Number and Explanation)**