



**Minutes of Automated Component Handling Committee
(ACH)
9 October 2008 Red Lion Hotel Salt Lake City, UT**

ACH Committee's scope:

Develop and maintain engineering standards and publications for tap, reels, magazines, trays, etc. for handling components in production. Also, provide technical input to US national positions on related international standards issues and proposals.

1. Call to order

The meeting was called to order at 8:00 am by Mr. Scott Carter.

2. Membership & Attendance – Introductions

Introductions were made by the attendees, and a quorum was present.

First	Last	Company
Ralph	Justus	ECA
Scott	Carter	Tek Pak
Doug	Laven	SCC
Bill	Aldeen	Nu-Way
Ted	Coler	Vishay
Rick	Prescott	Electro-Comp

3. Approval of Agenda

Motion to approve the agenda was made by Mr. Aldeen and seconded by Mr. Ted Coler. Motion was passed with no opposition and no abstentions.

4. Approval of April 3, 2008 minutes

Mr. Carter mentioned that a change to the minutes for the EIA-468-D standard in section 7.8 was added before it went to publication regarding task force feedback as a Resolution Group. Mr. Ralph Justus mentioned that the following statement be included in the paragraph, "Should no negative votes nor comments be submitted". Mr. Carter urged the group to consider the update to the minutes. The committee agreed without objection. A motion to approve the minutes was made by Mr. Doug Laven and seconded by Mr. Bill Aldeen. Motion was passed with no opposition and no abstentions.

5. Correspondence

Mr. Henry Sipes could not attend the meeting because of work load so; his guest that was scheduled to attend was not present as well.

6. Report from ECA--Ralph Justus

Mr. Justus presented a Power Point presentation, provided hard copies and discussed the new logo, membership overview of cost of \$1000, non-member participation and drive to join ECA. Also included in the presentation was a discussion regarding ANSI accreditation.

Mr. Justus also shared the number of ACH-authored Standards that were sold during the past 12 months. Mr. Justus stated that he is doing this for all the committees and will share this information with Mr. Carter before each meeting. Mr. Carter expressed his happiness with the number of EIA-481 sales this past year.

Mr. Justus briefly reviewed the active committees and subcommittees and their rosters of Standards (participants) versus non-ECA member breakdown.

Mr. Justus also reported that a News Release went out to inform the committee members that EIA-481-D had been published.

7. Sub-Committee & Working Group Reports

7.1 Snapshot of current projects and documents—Scott Carter

Mr. Carter reported that the committee is up to date regarding its current project load and presented the following table:

Standard Number	Description	Pub. Date	Status	Project Number
EIA-296-F	REEL PACKAGING/COMPONENT WITH AXIAL LEADS	2000	Reaffirmation expected in 2008	PN-5131
EIA-468-B	LEAD TAPING OF COMPONENTS IN RADIAL CONFIGURATION-	2008	Publication of Rev C expected in 2008	PN-5132
EIA-481-D	8-200 mm EMBOSSSED and 8-12 mm CARRIER TAPING	2008	Published in 2008	SP5173
EIA-704-A	Mechanically Interlocked Component Packaging	2007	Recently Published	PN-5130
EIA-726	8 mm Taping for Components Smaller Than 2.0 mm x 1.2 mm	1997	To be archived	PN-5128
EIA-747	Adhesive Backed Punched Plastic Carrier Taping	2006	Just Published	PN-5147
EIA-763	Bare Die and CSP Taped in 8 mm & 12 mm Carrier Tape	1998	To be archived	PN-5129
EIA-948	Component Tray for Automated Handling	2004	Active	
EIA-960	Assembly Component Tray-ACT	2005	Active	
EIA-705	Guidelines for ACH2000	1996	Active	
ACH2000	Registered New Technologies	1998	To be archived	
	Small Width/Pitch Taping Guidelines		Under Development	PN-5081
	ACH Application Guide		Under Development	

Mr. Aldeen suggested the use of photography in future Standards which could simplify the development and make 'hard to explain' points easier to understand for the reader. The group agreed with the concept, but there was some concern regarding added costs to the document.

7.2 Update on disposition of EIA-481-A, EIA-481-1, EIA-481-2, EIA-481-3, EIA-783, and EIA-784--Carter

Mr. Carter reported that there is a current list of ACH-authored standards available on the ECA website and that historical revisions of EIA-481 including the newly published Rev D are listed on the Global/IHS website dating back to 1986. Mr. Carter stated that he is satisfied with the way the document is being represented on the Global/IHS website as well as the placement of the historical versions.

7.3 Update on archival of ACH-2000

At meeting time the Global/IHS website showed ACH-2000 as an active document. Mr. Justus mentioned that this could fall under 'continuous maintenance' not archived. Mr. Justus will meet with Mr. Carter to examine the status of ACH-2000 and see if it is appropriate to fall under the status of 'continuous maintenance'.

7.4 Update on archival of EIA-726 (PN-5128) and EIA-763 (PN-5129)

Mr. Carter mentioned that these documents fall under the same category as ACH-2000. It was discussed that these documents should still be available, but not maintained or updated by the ACH committee. Mr. Carter would like to put these documents in the same category as the ACH-2000 document. Mr. Aldeen mentioned that obsolete versions of documents can be available, but it needs to be clearly stated that they are obsolete documents.

7.5 Update on Polarized Component Orientation Bulletin--EIA/ECA CB20 needs to be removed from ECA website.

Mr. Carter stated that CB20, and not CB21 needs to be taken off the ECA website because it is no longer necessary. Mr. Justus will make this change to the engineering bulletin section of the website.

7.6 Update on ballot to reaffirm EIA-296 (PN-5131)—Ted Coler

Mr. Coler reported that he reviewed the specifications for EIA-296 to be reissued under PN-5131 in a document to Ms. Cecelia Yates. Mr. Justus will see why EIA-296 has not been reaffirmed as PN-5131 and report back to Mr. Carter.

7.7 Small Width/Pitch Task Force (PN 5081)—Discussion of IEC TC40/WG36 proposal for 4-mm wide x 1-mm pitch tapes—Charles Gutentag

Mr. Carter has received no additional information of activities regarding the TC40/WG36. Mr. Carter will contact Mr. Charles Gutentag regarding the last

TC40/WG36 meeting to see where 4-mm wide x 1-mm pitch tapes activity stands. Mr. Carter will report back to the group if this topic can remain as an agenda item.

7.8 ACH Application Guide--Status Report--Sipes

Mr. Carter reported that Mr. Henry Sipes has done most of the work on this document, but it still needs work. Mr. Aldeen reported that he contacted Mr. Sipes regarding some ideas for the ACH Application Guide, but has no idea of the status of this report. Mr. Carter would like the committee to concentrate on the ACH Application Guide because no updates to Standards are taking place at this time.

Mr. Carter would like to initiate some action to prompt activity by the committee to help out with this document. Mr. Carter asked Mr. Justus if he would send out this copy to the ACH membership. Copies of the ACH Application Guide will need to be obtained from Mr. Sipes.

7.9 Update on publication of EIA-481-D—G. Herrera

Mr. Carter stated that this update had just taken place and that Mr. Herrera asked if the committee members could get a soft copy of the Standard. Mr. Justus is waiting the answer back from Mr. Herrera regarding the reason for the request for the soft copy.

7.10 EIA-468 Task Force (PN-5132) Ballot results--Bill Aldeen

The balloting results for EIA-468-C were reported to be unanimously approved and that the standard was set to be published as an ECA standard. However, it was reported by Mr. Justus that ANSI approval could take an additional 30- 60 days. Mr. Carter suggested that we should consider publishing the ACH document as soon as possible and apply concurrently for the ANSI stamp to ensure that the document hits the 'streets' quickly.

Mr. Aldeen asked if he could be involved with the preparation of the publication of this document, so the changes are clear and accurate. Mr. Carter agreed that it would be a good idea for Mr. Aldeen to represent the document.

8. Presentations

Mr. Aldeen reported on a presentation to show non-ACH 'people' a two part presentation of how to get involved with ACH. He also mentioned an examination of what the EIA is as well as a comparison of the old ACH format and the new publication format. Mr. Aldeen went on to say that many changes within the EIA-468-C Standard is a reflection regarding the emergence of the changes in industry such as component pitch, seating planes, and the use of SI units.

Mr. Carter shared his presentation of the EIA-481 standard that touched on more of a history that is targeted at an audience not exposed to EIA and ECA. Mr. Carter discussed the scope of the ACH committee, our attempt to harmonize with the other committees of the world. Mr. Carter shared the history of how EIA-481 has changed over the years, such as cleaning up the dimensioning, harmonizing of the wider widths, larger reels and the grandfathering of orientations to name a few.

Mr. Carter asked if the ACH committee should post the presentations on the ECA website. Mr. Justus agreed and that if there are no intellectual property issues, Mr. Justus will speak with his IT department regarding links.

9. New Business

Mr. Justus discussed new committee administration regarding website functionality, and will need to incorporate the input of the committee members. Work is still being done with the roster and a list of Automated Component Handling Standards and Projects listings that are active and of interest to the ACH. It will also be helpful to have the ACH website link potential customers to the right document to purchase on the Global/IHS website. To do this the standard designator, the scope, and the publication dates will need to be synchronized between the ACH and Global/IHS websites. This will include a cover page or table of content along with the scope.

Mr. Justus asked the ACH committee to help clean up and enhance the ACH Standards and Projects list page. Mr. Carter offered to clean up the project list on the website. Mr. Carter added that the committee will need to address the links to the appropriate documents as a part of this action.

10. Old Business

10.1 ESD task force—Sipes, Adams, Kummerl

Mr. Carter reported that he has no update from this Task Force but would like to keep it alive for future meetings.

10.2 Update on tape splicing results/guidelines--David Carey (Intel)

Mr. Carter reported that some testing has been done, and would like to keep it on the agenda for future meetings.

10.3 Marketing and new membership update—ECA website, Workshops (AT Expo, Chicago—Aldeen, Carter), possible IEC TC40/WG36 joint meeting.

Mr. Justus mentioned that EIA 481 should be moved on for international standardization and asked what affect this would have on the ACH group. Mr. Carter said this committee could be the tag for the TC40 WC 36 group, so we have a closer relationship to that group.

Mr. Aldeen mentioned when people are active on task forces they attend meetings, as well as add value to the Task Force groups. Mr. Carter agreed and that we need another big project and the attendance will take care of itself. Mr. Justus said that it is good to do intermediate interim meetings between scheduled meetings. These Task Force groups can then report back to the larger group. In the interim Task Force groups get the work done putting together 'straw man documents' and attend the larger summit meetings to vote, report back to the committee, conduct discussion and take part in group participation. The task force can present letter ballot issues as well.

Agenda item for the next meeting initiative: Strategic Planning, do a SWOT analysis of our mission.

11. Future Meeting

During ECA Spring Summit, April 27-30, 2009, Chateau Bourbon Hotel (formerly Chateau Sonesta), New Orleans, LA. The ACH committee meeting will likely be held Thursday, April 30, 2009.

12. Adjournment

Motion to adjourn was made by Mr. Rick Prescott and seconded by Mr. Bill Aldeen. Motion was passed with no opposition and no abstentions.

This meeting was conducted in accordance with the EIA Legal Guidelines and the Manual of Organization and Procedures.

Scott Carter
Chairman

Doug Laven
Secretary