Instructions for Filling out Template_List_of_Newly_Adopted_Non-Government_Standards_v.3.4.xlsx

This form is used to record information on Newly Adopted Non-Government Standards (NGS).

Fill out your identifying information using the Tab and arrow keys to navigate through the required fields.

Notes:

- This information is submitted annually by your organization to show the newly adopted standards applicable to Technical Standards.
- Entries below are examples and should not be construed as accurate for the current ear.

When your identifying information and NGS data has been entered correctly, the blue box indicating missing or incorrect information will no longer display.

	Last Name:	Johnson			First Name:	Diane		
	Title:	Technical Support			Organization Number:	0	Technical Support	
	Office Telephone Number:	865-481-4830			Email Address:	diane@doxcelerate.com	Missing or incorrect information in data entry section	
	Date (mm/dd/yyyy) of Report:	07/11/2019						

U.S. Department of Energy: Record of Newly Adopted Non-Government Standards — Version 3.4

Line No.	Status	Non-Government Standards Adopted During Fiscal Year 2018 (Click here for a listing of all adopted standards from last year)			The cells below provide an explanation of issues in the data entry section		
		Document Number (e.g., AAMA 1002.10)	Full Document Title (e.g., Aluminum Insulating Storm Products for Windows and Sliding Glass Doors)	Version and/or Year (Optional)	Document Number Status	Full Document Title Status	Version and/or Year Status
1	ok	ANSI/NEMA-CC 1	Electronic Power Connection by Substations		ok	ok	ok
2	Incomplete	ASTM			ok	Empty cell	ok
3							
4							

Filling out Adopted Standards Data

NOTES:

- Enter your information at the top of the form. For entering your Organization number, see the Org List tab at the bottom of the template. If your Organization is not listed, you will enter 0 in the identifying information and type the name of your organization in the box on the Org list beside 0.
- Enter each adopted standard in a numbered line, starting at line1.
- When you have completed data about an adopted standard satisfactorily, you will see ok in the Status column at the left.
- If you see Incomplete in the Status column, review your data to ensure that your entries are the correct information for each column.
- The box at the right defines errors in your submission.

When the NGS data entry is completed satisfactorily, the blue box at the top right will no longer display. Your submission is complete.