

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING  
ENGINEERS, INC.

180 Technology Parkway NW,  
Peachtree Corners, GA 30092  
404-636-8400

TC AGENDA COVER SHEET

TC/TG/TRG NO. \_\_\_\_\_ TC 5.2 \_\_\_\_\_ DATE June 24, 2025

TC/TG/TRG TITLE Duct Design

DATE OF MEETING June 24th, 2025 3:30 PM MST

Hybrid

- In Person: Sheraton Phoenix Downtown, Estrella (Level 2)
- Virtual: [Click here for Virtual Attendance](#)
  - Meeting ID: 235 312 248 57
  - Passcode: q3jR7if3

MEMBERS PRESENT	TERM TO	MEMBERS ABSENT	Y E A	EX-OFFICIO MEMBERS AND ADDITIONAL ATTENDANCE
Cindy Bittel, Chair (Voting)	6/30/25			Dr. Jamie Fine, Duct Fitting Database Subcommittee Chair
Akshay Bhargava, Vice Chair (Voting)	6/30/25			John Constantinide, Handbook Subcommittee Chair
Steven Winstead, Secretary (CM, Non-Voting)	6/30/26			Jeremy Zeedyk, Membership
Christopher Ruch, Webmaster (Voting)	6/30/27			Aakash Patel, Program Subcommittee Chair
Ralph Koerber, Code Interaction (Voting)	6/30/27			Kevin Gebke, Research
Jamie Fine (Voting)	6/30/27			Dr. Stephen Idem, Endowment Subcommittee Chair
Robert Reid (Voting)	6/30/28			

\* Member Non-Quorum

CM = Corresponding Member

PCM = Provisional Corresponding Member

G = Guest

## DISTRIBUTION

All Members of TC plus the following:	
TAC Section Head	Esteban Baccini → Farzin Rad
TAC Chair	Kevin Mercer → Satheesh Kulankara
2021 Handbook Liaison (Fundamentals)	Satesh Iyengar
2020 Handbook Liaison (Systems & Equipment)	
Research Liaison	Douglas C Scott
Standards Liaison	William F Walter
Staff Liaison	Steven J Hammerling

**ASHRAE 2025 Annual Conference  
ASHRAE TC 5.2 Duct Design  
FULL COMMITTEE MEETING**

**AGENDA**

**Date:** Tuesday, June 24, 2025

**Time:** 3:30 PM – 6 PM MST

## Hybrid

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### 1) Call to Order

### 2) ASHRAE Code of Ethics Commitment – Cindy Bittel

- a) *ASHRAE Value Statement – In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all.*
- b) ASHRAE Code of Ethics: <https://www.ashrae.org/about-ashrae/ashrae-code-of-ethics>
- c) ASHRAE Core Values: <https://www.ashrae.org/about/ashrae-s-core-values>
- d) **ASHRAE Artificial intelligence (AI) policy:** *ASHRAE prohibits the entry of content from any ASHRAE publication or related ASHRAE intellectual property (IP) into any AI tool, including but not limited to ChatGPT. Additionally, creating derivative works of ASHRAE IP using AI is also prohibited without express written permission from ASHRAE.*

### 3) Introductions and Attendance

- a) Recognize attendees
- b) Quorum reached?    out of 6 voting members attending (Requires \_ present)
- c) Corrections/additions and approve agenda

### 4) 2025 Orlando Meeting Minutes

- a) The DRAFT minutes have been posted to on the [TC 5.2 Webpage](#) and [Basecamp](#) in the Files > Minutes folder for Voting Members to review.
- b) Approval of Minutes

### 5) Reminders – Cindy Bittel

- a) TC 5.2 Scope: TC 5.2 is concerned with the design, characteristics and construction of all types of ductwork for the handling of air and other gases, but does not include chimneys.

- b) Virtual Meeting Protocols
- c) An updated TAC Presentation Template is available for TC Members to use with Local Chapter meetings on [www.ashrae.org/tcs](http://www.ashrae.org/tcs) under *General TC Information*. Presentation material is in both English and Spanish

**6) Section 5 Report – Farzin Rad**

- a) Update
- b) TC Activity Form is due June 24<sup>th</sup>, 2025

**7) Herman and Dorothy Behls Endowment – Dr. Stephen Idem**

- a) Travel Scholarship - was awarded to Ms Reem Al-Tassi for 2024 Winter Conference
- b) HVAC Designer Certification Award – Removed
- c) Request for additional subcommittee member to review applications for both awards and vote.
- d) Re-evaluate amount of award. Currently at \$1,100. ASHRAE Conference registration runs approximately \$800-1000 alone without travel costs.

**8) Subcommittee Reports**

a) **Membership** – Jeremy Zeedyk

- i) Recognize new Provisional Corresponding Members (PCMs) since February 2025.
  - a) 2 new members here
    - i. Abdur-rahman Quadri
    - ii. Robert Smith
- ii) Interested New members can join via the ASHRAE TC 5.2 website, then request to be added to Basecamp.

b) **Handbook** – John Constantinide

- i) New Chair volunteer needed immediately
- ii) Fundamentals Handbook, Chapter 21, Duct Design- Not much to be done till 2027
- iii) Deadlines –
  - a) Ch 19 Duct Construction – due 5/2/2027
  - b) Ch 21 Duct Design – due 6/7/2028
- iv) Previous Action Items:
  - a) Recommended Summary of Handbook Chapter – Craig Wray offered to help develop an “Executive Summary”
- v) Optional Handbook Training is offered at each Conference meeting, if interested.

c) **Programs** – Aakash Patel

- i) Status Report
- ii) Aim for Strategic Plan goal of having at least one (1) ASHRAE Chapter seminar every six (6) months addressing a topic within the scope of TC 5.2.
  - a) Action Items Identified in Tampa 2023
    - i. **Action Item** – Jamie Fine can provide tutorial of DFDB and resulting energy consumption reductions. Separate programs meeting to discuss. Vikram Murthy offered to assist and look at it from an IAQ perspective

- ii. **Action Item** – Aakash Patel (Program Chair) to run interim Programs meeting and work on a presentation to submit. Focus on whether it should be DFDB alone or linked to decarb/IAQ/Energy Efficiency
- iii) 2026 Winter Meeting Tracks- Las Vegas – Jan 31-Feb 4, 2026 Conference
  - a) Fundamentals and Applications
  - b) HVAC&R Systems and Equipment
  - c) Refrigeration and
  - d) Research Summit
  - e) Energy Storage and Grid Resiliency
  - f) Pathways to Building Decarbonization
  - g) Artificial Intelligence
  - h) Indoor Environmental Quality for Healthy Buildings.
  - i) Future-Proofing the Built Environment
- d) **Duct Design Guide (DDG)** – Larry Smith
  - i) Project status report
  - ii) Ralph Koerber and Craig Wray assisting
- e) **Duct Fitting Database\*\* (DFDB)** – Jamie Fine
  - i) Subcommittee Report
  - ii) Ongoing Maintenance and Updates
    - a) Action Item Identified in Tampa 2023
      - i. **Action Item** – Bob and Kevin Gebke reviewed previous/historical CFD research study (RP1493, 1682) and provided summary on Basecamp. Dr. Fine will follow up with TC 4.10 about CFD modelling. Dr. Idem, Steve Rogers, Kevin Gebke, Bob Reid and Dr. Fine will define scope for new project and develop and RTAR. Jamie Fine determined the task can be done from a technical perspective and plans to research and complete. Report also shared with Steve Rogers.
  - iii) Create a user guide assisting practitioners with utilizing the Duct Fitting Database, with a timeline for publication of the user guide.\*\* -*Guide is in progress. Steve Idem and Fabricio Correa are working on it. I'm hoping to hear from them before our meeting.*
- f) **Research – Kevin Gebke**
  - i) Status of WS 1941 “Experimental Program to update the DFDB” – (Stephen Idem)
    - a) Previously voted by TC
    - b) Was returned with comments, comments were addressed Oct 2024, back for submittal and review by RAC
  - ii) Status of RTAR -1974 The Effect of Tap Shape on Air Device Performance for Exposed Duct-Mounted Diffusers (Kevin Gebke, Randy Young and Bob Reid) **status update**
    - a) Comments were received from RAC to be addressed by subcommittee
  - iii) Brandon Cudequest – RP-1919, The effects of duct size and aspect ratio on flow noise in elbows; Responsible Committee: TC 2.6 (Sound and Vibration); Co-Sponsors: TC 5.2 (Duct Design)

- a) SMART Larry Smith volunteered to help – status update
- g) **Codes & Standards Interaction** - Ralph Koerber
  - i) See Addendum A
  - ii) SSPC 90.1 Liaison – Do we have or need a liaison?
- h) **Webmaster** – Christopher Ruch
  - i) TC 5.2 Website: <https://TC0502.ashraetcs.org/>
  - ii) Talk to Chris about joining TC 5.2 Basecamp.
- i) **Historian** - Bob Reid
  - i) Herman Behls Library.
    - a) Hard Copy library available to be checked out by contacting Bob Reid. Review document titles posted on Basecamp.
    - b) Documents used to create Duct Fitting Database needed from McGill Airflow LLC – Bob to provide John Constantine a list of documents, which he will make a request for ASHRAE president to request copies of the documents. – 38 copies have been found. List of documents for Herman Behls library can be checked out and checked in for use.
- j) **YEA** – Ian Cavanaugh
  - i) Number of YEA members present at meeting \_\_\_\_
  - ii) Update
- k) **Membership Engagement Committee** (Kevin Gebke and Larry Smith)
  - i) Joined by Bob Reid, Craig Wray, Kevin Marple, Vikram Murthy
  - ii) Update and discussion
  - iii) Meet & Greet breakfast Monday 8-9am with Presentation by TC 5.2 associated vendor/manufacture/others
    - a) Need volunteer presenter
  - iv) Proposed addition of “Duct Design Tour Groups” for Conferences (Chris Ruch/Cindy Bittel/Abdur-rahman/Bob Reid)

## 9) New Business

- a) Cindy Bittel – Reviewed current status of publication *Dampers and Airflow Control* – Cindy Michaels in Publications wants to know if it is A) Still relevant, B) Needs Revision
  - i) Current recommendation appears to be to continue to publish as-is without revisions. Stephen Idem/Bob Reid/Kevin Gebke
  - ii) Needs a TC vote.
- b) Bob Reid- RTAR 1974 Comment would we include “Holey duct” and do testing with this research project to add data. Would committee like to put an RTAR or investigation together for “Holey Duct” Bob Reid and Kevin Gobeke to work on
- c) Bob Reid- Propose a program for orientation to TC 5.2 for new members and existing members. Cindy Bittel, Ralph Koerber, Ian Cavanaugh
  - i) Proposed Restructure of TC 5.2 Meetings
    - 1. Pull subcommittee discussions to a virtual meeting prior to the conference
  - ii) Proposed addition of practical training related to TC 5.2 OUTSIDE of meetings – between meetings, advertise and promote TC meetings

- iii) Introduction to the new ASHRAE TC 5.2 LinkedIn site
- d) Review of Publications:
  - i) ASHRAE Standard 215-2018 (RA2021), Method of Test to Determine Leakage of Operating HVAC Air Distribution systems (3-year date: 9/30/2024)
  - ii) ASHRAE Standard 120-2022, Method of Testing to Determine Flow Resistance of HVAC Ducts and Fittings (3 year date: 2/28/2025)

## 10) Deadlines

- a) **Special Publications**
  - i) *Dampers and Airflow Controls* (See New Business a) – Vote today
  - ii) *Duct Systems Design Guide* (RP1180) – review for 2026, last done in 2023
- b) **Handbook**
  - i) Ch 19 due 5/2/27
  - ii) Ch 21 due 6/7/28
- c) **Roster Updates** – Review and submit any changes
- d) **Meeting Requests for Winter Conference in Las Vegas** – Late August
  - i) <https://www.ashrae.org/conferences/2026-winter-conference/2026-winter-conference-committee-meetings>
- e) **Seminar and Forum Proposals for Winter Conference in Las Vegas – Due Friday, August 1, 2025**
  - i) Please visit the following site to submit your proposal: For more information, go to: <https://www.ashrae.org/conferences/2026-winter-conference/2026-winter-conference-technical-program>
    - 1. Deadlines:
      - a. Thursday, June 19, 2025| Website Opens for Extended Abstracts and Seminar, Workshop, Forum, Debate, and Panel Proposals
      - b. Friday, August 1, 2025| Debate, Panel, Seminar, Forum, Workshop, and Debate Proposals Due
      - c. Wednesday, September 3, 2025| Conference Papers Due
      - d. Wednesday, September 24, 2025| Conference Paper Accept/Revise/Reject Notifications
      - e. Friday, October 3, 2025| Debate, Panel, Seminar, Forum, Workshop Scheduling Notifications
      - f. Wednesday, October 8, 2025| Revised Conference Papers Due
      - g. Monday, October 27, 2025| Conference Paper Final Accept/Reject Notifications
- f) **Awards and Honors**
  - i) 2025-26 Hightower Award Nominations by Fri Sept 5, 2025, to Section Heads
    - 1. This Award recognizes outstanding technical leadership and contributions on a TC/TG/TRG during the past four years, excluding research and standards activities
  - ii) ASHRAE Honors and Awards - <https://www.ashrae.org/membership/honors-and-awards>
- g) **Upcoming Retirements?**

## 11) Adjournment

Upcoming ASHRAE Conference Meetings information:  
<https://www.ashrae.org/conferences/ashrae-conferences>.

**Next Meeting:** 2026 Winter Conference - Jan. 31-Feb. 4, 2026 – Las Vegas, NV  
<https://www.ashrae.org/conferences/2026-winter-conference>

**Upcoming 2025-26 Conference:**

- 2025 ASHRAE Conference for Integrated Design, Construction & Operations August 13-15, 2025 – Denver, Colorado
- IEQ 2025 Conference September 24-26, 2025 –Montreal, Quebec, Canada
- 2025 ASHRAE Building Decarbonization Conference October 22-24, 2025 –Chicago, Illinois
- Buildings XVI Conference December 8-11, 2025 –Clearwater Beach, Florida
- 2026 Winter Conference - Jan. 31-Feb. 4, 2026 – Las Vegas, NV
- Women in ASHRAE Leadership Symposium April 13-14, 2026 – Los Angeles, California
- 2026 Annual Conference June 27 – July 1, 2026 – Austin, TX



# Addendum A

## TC 5.2 C&S Agenda (6/24/25)

### 1. Underwriters Laboratories

- UL181 Standards
  - UL181, UL181A, & UL181B
    - No current proposal or revision activity known at this time for UL181, UL181A, UL181B, and UL181C.
- UL Canada Standard
  - S102.2
    - There was a virtual meeting regarding CAN/ULC-S102 held at 9:30am Central on Thursday May 29<sup>th</sup> focused on the following topics -

Smoke Measurement Calibration: Explore the incorporation of heptane for calibration of the tunnel instead of red oak.

*Action item(s) - develop details for S102 compliant labs to run trials and see what results are obtained.*

Velocity Measurement Adjustments: Addressing tolerance discrepancies caused by metric conversion in earlier versions of the standard.

*Action item(s) - change S102 & S102.2 to correct the anomaly brought on by the metrification rounding errors.*

There should not be any issues expected from these topics for air duct and air duct materials testing methods and results.

- New editions of the UL Canada standards will remove the “S” and the hyphen as revisions are made and published.
- No other UL-US or UL-C standards activity to report.

### 2. NFPA 90A & 90B Standards

- 2027 Edition
  - NFPA 2027 cycle is in process with “First Draft” revisions posted

- The Technical Committee’s First Draft was posted on March 25, 2025
  - Public comments to this First Draft will be accepted up to June 3, 2025.
  - The TC will meet in August or September 2025 to review any comments with the Second Draft Report posting date to be March 3, 2026.
  - NITMAM closing date of March 31, 2026.
  - NITMAM posting date of May 12, 2026.
- Public Inputs previously reported as of interest to ADC members that “moved forward” to first revisions to the standard -
    - 90A Public Inputs 4 & 5: Materials composed exclusively of glass, steel, concrete or masonry, without any organic compounds shall not be required to be tested to be acceptable as noncombustible materials. This public input was moved (accepted, with modification) for first draft revision.

**90A First Draft Revision -**

**4.3.1.2**

**Materials composed of the following and containing no combustible components, shall not be required to be tested to be acceptable as noncombustible materials.**

- (1) Glass
- (2) Steel
- (3) 5xxx and 6xxx series aluminum alloys
- (4) Concrete containing no organic ingredients
- (5) Masonry containing no organic ingredients

**90A First Draft Revision -**

**6.4.1**

Pipe and duct insulation and coverings, duct linings, vapor retarder facings, adhesives, fasteners, tapes, and supplementary materials added to air ducts, plenums, panels, and duct silencers used in duct systems, unless otherwise provided for in 6.4.1.26.4.1.3 or 6.4.1.36.4.1.4, shall have, in the form in which they are used, a maximum flame spread index of 25 without evidence of continued progressive combustion and a maximum smoke developed index of 50 when tested in accordance with ASTM E84, *Standard Test Method for Surface Burning Characteristics of Building Materials*, or with UL 723, *Test for Surface Burning Characteristics of Building Materials*. Pipe and duct insulation and coverings, duct linings and their adhesives, and tapes shall use the specimen preparation and mounting procedures of ASTM E2231, *Standard Practice for Specimen*

***Preparation and Mounting of Pipe and Duct Insulation Materials to Assess Surface Burning Characteristics*** meet both of the following.:

1. in In the form in which they are used, a maximum flame spread index of 25 without evidence of continued progressive combustion
2. and a A maximum smoke developed index of 50 when tested in accordance with ASTM E84, *Standard Test Method for Surface Burning Characteristics of Building Materials*, or with UL 723, *Test for Surface Burning Characteristics of Building Materials*.

#### **6.4.1.1**

Pipe and duct insulation and coverings, duct linings and their adhesives, and tapes shall use the specimen preparation and mounting procedures of ASTM E2231, *Standard Practice for Specimen Preparation and Mounting of Pipe and Duct Insulation Materials to Assess Surface Burning Characteristics*.

#### **6.4.1.2**

Pipe and duct insulation shall be listed and labeled.

#### **6.4.1.3**

The flame spread index and smoke developed index requirements of 6.4.1 shall not apply to air duct weatherproof coverings where they are located entirely outside a building, do not penetrate a wall or roof, and do not create an exposure hazard.

#### **6.4.1.4**

Smoke detectors, as required by 11.4.4, shall not be required to meet flame spread index or smoke developed index requirements.

***90B First Draft Revision -***

#### **4.2 Testing,**

**Materials composed of the following and containing no combustible components, shall not be required to be tested to be acceptable as noncombustible materials.**

- (1) Glass
- (2) Steel
- (3) 5xxx and 6xxx series aluminum alloys
- (4) Concrete containing no organic ingredients
- (5) Masonry containing no organic ingredients

### **3. International Code Council**

- 2027 Group A & B Timeline

- Group A (IBC-E, IBC-FS, IFC, IFGC, IMC, IPC, IPSDC, IRC-M, IRC-P, ISPSC, IWUIC)

- Posting of CAH #2 results - 12/2

*Review of CAH #2 minutes indicate no new actions from CAH #1 for the items previously discussed during the last TC report.*

- Open for comments to CAH #2 action - 1/20/25 to 3/14/25
- Posting of public comments to CAH #2 - 3/5/26.

*Any relevant public comments and committee actions still need to be reviewed.*

- Public comment hearings - 4/19 to 4/28/26

- Group B (Admin, IBC-G, IBC-S, IEBC, IgCC (Ch. 1 & App M), IPMC, IRC-B, IZC)

- Open for proposals - 10/15/24 to 1/10/25
- Posting of proposed changes - 3/13/25
- Committee Action Hearing #1 - 4/27 to 5/6/25
- Posting of CAH #1 - 6/3/25
- Open for comments to CAH #1 - 6/3/25 to 7/8/25
- Posting of comments to CAH #1 - 9/10/25
- Committee Action Hearing #2 - 10/22 to 10/30/25
- Posting of CAH #2 - 11/25/25
- Open for comments to CAH #2 - 11/25/25 to 1/5/26
- Post public comments - 3/5/26
- Public comment hearings - 4/19 to 4/28/26

- 2024 IECC & IECC-R still need to be completely reviewed.

- Commercial R-12 language is confusing and needs interpretation.

- *R. Koerber submitted a formal interpretation request to ICC with response still pending as of this date.*

*Code section reads -*

***C403.12.1 Duct and plenum insulation and sealing***

***Supply and return air ducts and plenums shall be insulated with not less than R-6 insulation where located in unconditioned spaces and where located outside the building with not less than R-8 insulation in Climate Zones 1 through 4 and not less than R-12 insulation in Climate Zones 5 through 8. Ducts located underground beneath buildings shall be insulated as required in this section or have an equivalent thermal distribution efficiency. Underground ducts utilizing the thermal distribution efficiency method shall be listed and labeled to indicate the R-value equivalency. Where located within a building envelope assembly, the duct or plenum shall be separated from the building exterior or unconditioned or exempt spaces by not less than R-8 insulation in Climate Zones 1 through 4 and not less than R-12 insulation in Climate Zones 5 through 8.***

***Questions to ICC -***

*(1) Is it the intention of this code section that ducts installed within attics and crawl spaces be insulated to R-8 in Climate Zones 0 through 4 and R-12 for Climate Zones 5 through 8?*

*(2) Are unconditioned attics and crawl spaces considered to be "within a building thermal envelope assembly"?*

- Residential language specific to ducts in conditioned space and ducts deeply buried in insulation needs thorough review and the potential impacts (such as condensation issues) determined, if any.
- For the IECC - starting with the 2024 edition, the energy code went into continuous maintenance with re-publication every three years.
  - Separate consensus committees oversee the development of the IECC Commercial and the Residential provisions.
    - IECC-CE (Commercial Consensus Committee)
    - IECC-RE (Residential Consensus Committee)
  - The IECC Residential committee also oversees the Energy Efficiency provisions in Chapter 11 of the IRC and its energy related appendices.
  - With the publishing of the 2024 IECC, comments were solicited for code change proposals from 10/7/24 until 12/9/24.
    - These proposals were collected and published in a Monograph on 1/6/25.
    - 170 proposals were received for the Commercial provisions and 225 proposals were received for the Residential provisions.
    - Proposals that have initial action taken by the relevant consensus committees by 6/30/25 can be included in the 2027 IECC.
    - Proposals that do not receive committee action before the deadline will be considered in the 2030 development process.
    - Commercial and Residential Committee Action Reports should be published around 7/2/25.
    - Public Comment Draft #1 should be posted around 10/31/25 with monograph publication around 1/6/26.
  - The IECC code process, committee notices, meeting agendas and committee membership information can be accessed by going to <https://www.iccsafe.org/committees/energy-iecc/>.
  - A thorough review of the proposals to the 2027 IECC and relevant committee actions is yet to be accomplished by the Codes & Standards Interaction Sub-committee.

#### 4. IAPMO - UMC Revision Cycle

- 2027 Cycle is in the “comment” phase
- UMC TC meeting was held on 5/8 & 5/9. R. Koerber attended as a voting member representing the Air Duct Council.

Proposals of concern that were previously reported -

- Item #107 [602.1, 602.2] - removes allowance of concealed spaces as ducts and plenums.

Seven (7) comments for this item were received and acted on by the TC -

Comment 1 - Accepted as submitted (ADC voted to reject)  
Comment 2 - Rejected (ADC voted to Accept as submitted)  
Comment 3 - Rejected (ADC voted to Accept as submitted)  
Comment 4 - Rejected (ADC voted to Accept as submitted)  
Comment 5 - Rejected (ADC voted to Accept as submitted)  
Comment 6 - Accepted as submitted (ADC voted to reject)  
Comment 7 - Accepted as submitted (ADC voted to reject)

*Basic premise is that building cavities cannot be used as ducts or plenums unless they are constructed of material meeting requirements within the UMC chapter (i.e. - no gypsum materials or wood cavities allowed).*

- Item #135 [605.1.1, Table 1801.1] - excludes PU foam from current 25/50 FS/SD requirements and allows 450 for the smoke index.

One (1) comment for this item was received and acted on by the TC.

Comment 1 - Rejected (ADC voted to reject)

*Comment asked TC to reconsider approval but the technical committee continued to reject allowance of materials with 450 smoke index in plenums.*

- TC will submit final official votes for the meeting actions by 6/16.
- Distribution of Report on Comments (ROC) will be by 8/1.
- IAPMO Association Technical Meeting Convention in Palm Springs, CA will be held on 9/16 to confirm UPC and UMC committee actions.
- Standards Council meeting to consider appeals will be in November 2025.

#### 5. ACCA Manual D - Residential Duct System Sizing

- Standards Task Team held regular meetings for revisions to Manual D. Ralph Koerber & Walter Robison were invited to participate.
  - Draft was sent to a review committee for peer review per ANSI requirements.
    - Several comments were received during the public review.
  - A new draft was prepared and recirculated for ANSI peer review.
    - The second review is now complete with no further comments received.
  - The draft has now been submitted to ANSI for final approval.
    - Publish date by ACCA will be ASAP after ANSI final approval.

**Addendum B**

**Action Items from Phoenix 2025 Annual Meeting**

TC 5.2 Duct Design Action Items			
Number	Description	Assigned to	Status
1			
2			
3.			