J. Wagner began the meeting by explaining the document being discussed is available on the workspace. He stated there are two missions for this task group:

- Review the document with proposed changes for section F.12
- Review Annex F for each value for each test

**Action Items:**
1. Complete reporting language for Annex F testing sections
2. Review of draft standard language for Annex F

**Discussion:**
The group added the title to F.12.1 as Certification Label and for F.12.2 Certification Report. The group agreed the reporting requirements listed would have the word “shall” in each statement throughout the Annex. The group then discussed point by point the list in the draft standard document.

The majority of the discussion centered on the building automation system and multiple or single hood systems. The group agreed these two items will not be required on the certification report; however both items will be mentioned either as a note or with the “(if known)” phrase attached.

The group agreed after some discussion to remove the signature requirement from the report. The reasoning was that the most important thing was to have the name on the report and have it be legible.

For vented to where, the group discussed the options to add as choices and added ducted or not ducted. Then the discussion turned to who verifies where the duct vents. Recommendation by group is to keep this as a requirement on the report.

A brief debate occurred over the guard to the exhaust filter and whether it should be included in this list. The consensus was to leave it out based on the fact that not all cabinets have the exhaust filter and the likelihood of something entering the area is low.

**Annex F testing**
The group discussed each test and consensus was reached on the statement “Reported values shall include…” and also require what method was used. The group left off with F.7 and decided to schedule an additional conference call to complete the discussion.

**Next conference call is February 8, 2008 at 10am.**