



## Standard Practice for Equipment Control Matrix (ECM)<sup>1</sup>

This standard is issued under the fixed designation E 2608; the number immediately following the designation indicates the year of original adoption or, in the case of revision, the year of last revision. A number in parentheses indicates the year of last reapproval. A superscript epsilon ( $\epsilon$ ) indicates an editorial change since the last revision or reapproval.

### 1. Scope

1.1 This practice describes equipment control classes (ECCs), equipment control levels (ECLs), and their relationships.

1.2 This practice is intended to be applicable and appropriate for all equipment-holding entities.

1.3 This practice covers property categorized as equipment. Equipment as defined in Terminology E 2135 is non-expendable, tangible moveable property needed for the performance of a task or useful in effecting an obligation.

1.4 This practice can be applied to an individual item of equipment, to groupings of equipment, or to all or a subset of an entity's equipment.

1.5 In accordance with the provisions of Practice E 2279, this practice clarifies and enables effective and efficient control and tracking of equipment.

1.6 *This standard does not purport to address all of the safety concerns, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety and health practices and determine the applicability of regulatory limitations prior to use.*

### 2. Referenced Documents

#### 2.1 ASTM Standards:<sup>2</sup>

E 2135 Terminology for Property and Asset Management

E 2279 Practice for Establishing the Guiding Principles of Property Management

E 2452 Practice for Equipment Management Process Maturity (EMPM) Model

E 2495 Practice for Prioritizing Asset Resources in Acquisition, Utilization, and Disposition

<sup>1</sup> This practice is under the jurisdiction of ASTM Committee E53 on Property Management Systems and is the direct responsibility of Subcommittee E53.05 on Property Management Maturity.

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<sup>2</sup> For referenced ASTM standards, visit the ASTM website, [www.astm.org](http://www.astm.org), or contact ASTM Customer Service at [service@astm.org](mailto:service@astm.org). For *Annual Book of ASTM Standards* volume information, refer to the standard's Document Summary page on the ASTM website.

### 3. Terminology

3.1 *Definitions*—For definitions relating to property and asset management, refer to Terminology E 2135.

3.1.1 *compliance impact*—a consequence of loss of control characterized by negative compliance with applicable laws, regulations, or other relevant internal or external guidance that does not rise to the level of an operational impact.

3.1.2 *containment*—the level of control characterized by process or electronic methods of assuring equipment items are contained within a designated area.

3.1.3 *continuous control*—real time tracking and control with either human or electronic monitoring and surveillance at all times.

3.1.4 *continuous control while mobile*—real time tracking and control with either human or electronic monitoring and surveillance at any time the equipment is not stationary in a secure, fixed location.

3.1.5 *equipment control classes (ECCs)*—five classifications or groupings of equipment based on the consequences of the loss of control of the equipment.

3.1.6 *equipment control levels (ECLs)*—five levels of control of equipment based on differentiated tracking specifications.

3.1.7 *equipment control matrix (ECM)*—the relationships between the ECCs and the ECLs.

3.1.8 *event tracking*—the level of control characterized by manual or electronic recording of movement, accountability, or stewardship changes.

3.1.9 *operational impact*—a consequence of loss of control characterized by negative operational impact that does not rise to the level of a personal or societal safety or security impact.

3.1.10 *personal safety/security consequence*—a consequence of loss of control characterized by negative personal safety or security impact that does not rise to the level of a societal safety or security impact.

3.1.11 *societal safety/security consequence*—a consequence of loss of control characterized by negative societal safety or security impact.

#### 3.2 Acronyms:

3.2.1 *ECC*—equipment control class.