

**IEEE P7003 Working Group  
Meeting Minutes  
17<sup>th</sup> October 2024 / 12:00 PM UTC – 14:00 PM UTC  
Teleconference**

**1. Call to Order**

The meeting was called to order at 12:04 UTC

**2. Roll call and Disclosure of [Affiliation](#)**

The list of attendees is attached. A quorum was reached and noted.

**3. Approval of October Agenda**

***Motion to approve the agenda for the 17<sup>th</sup> October 2024 meeting.*** The motion was approved.

**4. [IEEE Patent Policy](#) (Call for Patents)**

The call for patents was raised; no one raised any concerns or any comments for consideration.

**5. [IEEE SA Copyright](#)**

The copyright policy was presented.

**6. [Participant Behaviour](#)**

The participant behaviour slides were presented.

**7. Approval of September meeting minutes**

***Motion to approve the minutes from the 5<sup>th</sup> September 2024 meeting.*** The motion was approved.

**8. Status of Standard**

The standard has passed SA ballot, comments accepted, next step to go to RevCom. It is on the December agenda; RevCom will get the chance to review the standard draft and comment on it before that meeting. Gerlinde may need to respond to comments, and then the standard goes to approval to the SASB. The SASB is meeting the same week. Gerlinde will be notified the next day or the following week if the draft was approved. Then the standard will go through the publication process, which will take a couple of months.

To be on the safe side we have requested a PAR extension, as the PAR expires at the end of the year.

**9. Working Committee member participation**

- I. Which members who contributed but are no longer active

We went through the official roster to see who should be included on the standard because they have participated substantially. Gerlinde will email them to make sure they are ok with being included in the standard and their spelling etc. is correct.

## **10. Marketing possibilities**

- I. Through members
- II. Through IEEE

A marketing committee was set up. Members interested are to email Gerlinde. Marketing suggestions were tabled and include:

- Chris has an opportunity to promote through his publication
- Others share with their professional networks.
- Opportunities through IEEE to write blogs/articles.
- To link up with p7014 to see how they promote theirs.
- Should update the Koene et al paper.
- Ansgar can propose a presentation about 7003 to ACT-IAC (American Council for Technology and Industry Advisory Council)
- Several other people had suggestions for events they can propose to talk at.
- There may be opportunities in IEEE learning
- LinkedIn webinar

Slide deck that people can use: <https://ieeesa.imeetcentral.com/7003/folder/WzIwLDE5MTI1MTQ1XQ/WzIsODYzNzI1MjBd/>

## **11. Use Cases**

- I. Status

Three ongoing use cases. Prosigura is waiting on legal changes and then see if there is agreement to updated contract. Mayden House hasn't even looked at the contract in the system; neither of the contacts there has received any notifications, so IEEE are to chase that up and help Julian to coordinate the response. The Banca use case status is that the IEEE vetting people are still dealing with it.

- II. Process after publishing

It is not clear whether we need an agreement if use cases are implemented after publication. Christy later confirmed with legal and risk that even once the standard is published an agreement is still needed.

## **12. Next Steps**

- Marketing working committee
- Revcom 14<sup>th</sup> December

## **13. Any Other Business**

Sharing with ISO and CEN-CENELEC in process. ISO has been sent over already. Waiting for update on CEN-CENELEC; it is important to share with them so that we can get on the list of standards that should be considered in Europe. An email from SA copyright team was sent to CEN-CENELEC asking for confirmation on some details to begin the draft sharing liaison.

## **14. Dates/times for Future Meetings**

- TBC – something to close out the year. Other meetings will also take place for marketing and use cases.

## 15. Adjourn

The meeting was adjourned at 13:24 UTC

### Attendees:

| Last Name      | First name | Employer/Affiliation            | Voting |
|----------------|------------|---------------------------------|--------|
| Basso          | Andrea     | Modulos.ai                      | X      |
| Chaudhuri      | Abhik      | TATA Consultancy Services       | X      |
| Chire          | Josimar    | Independent                     |        |
| Courtney       | Patrick    | tec-connection                  | X      |
| Cummings       | Rachel     | Independent                     |        |
| Dowthwaite     | Liz        | University of Nottingham        | X      |
| Fajardo        | Andrey     | LAMIC Research Group            |        |
| Hagar          | Jon        | Independent                     | X      |
| Koene          | Ansgar     | EY and University of Nottingham |        |
| Loughran       | Roisin     | Dundalk Institute of Technology | X      |
| Mohla          | Satyam     | Digital Asia Labs (SNCF)        | X      |
| Padget         | Julian     | University of Bath              | X      |
| Pena-Fernandez | Abel       | Code Explorers Worldwide        | X      |
| Prasad         | M S        | Amity University, India         |        |
| Szczekocka     | Ewelina    | Independent                     | X      |
| Weger          | Gerlinde   | Independent                     | X      |
| Bahn           | Christy    |                                 |        |