

IEEE P7800™ Working Group Meeting #23 Agenda
April 29, 2024, 10:30 am - noon ET (UTC-5:30) by Teleconference

1. **Call to Order**
2. **Statement regarding recording of the meeting for minutes taking purposes only**
3. **Roll Call of Individuals and [Declaration of Affiliation](#), Determination of Quorum.**
4. **Approval of Agenda**
5. **Approval of the April 8, 2024, Meeting Minutes**
6. **Introductions**
7. **IEEE Policies**
 - a. IEEE SA [Call for Patents](#)

If anyone in this meeting is personally aware of the holder of any patent claims that are potentially essential to implementation of the proposed standard(s) under consideration by this group and that are not already the subject of an Accepted Letter of Assurance, please respond by providing relevant information to the WG Chair.
 - b. IEEE SA [Copyright Policy Presentation](#)

IEEE SA's copyright policy is described in Clause 7 of the IEEE SA Standards Board Bylaws and Clause 6.1 of the IEEE SA Standards Board Operations Manual; Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy.
 - c. IEEE SA [Individual Participation](#)

By participating in standards activities using the "individual process", you are deemed to accept the requirements outlined in the participant behavior slides; if you are unable to satisfy these requirements then you shall immediately cease any participation.
8. **Business Arising**
9. **Technical Presentation(s), Contribution(s) or Discussion(s)**
 - a. Sub-group reports:
 - i. Sub-Group 1: Susan D.
 - ii. Sub-Group 2: David G.
 - iii. Sub-Group 3: no Chair
 - b. Discussion of previous work and Open Action Items.

See [Motion and Action Items Summary](#) in the [Sustainability Guidelines group](#) folder.
10. **Report on External Communications (All)**
11. **Discussion of Working Group Timelines (ML and DG)**
12. **Revisiting Meeting Schedule (ML)**
13. **New Business**

14. **Future Meetings: in 3-week intervals: next meeting: Monday, May 20th, 10:30 am – noon ET**

15. **Adjourn**

Appendix A

IEEE P7800™ Working Group – Subgroups and Subgroup Membership

Subgroup 1: Knowledge, Multidiscipline, Community Leadership, Social Impact: Sections 4.1-4.4

Chair: Susan D.
Deborah H.,
Lubna D.,
Navid S.,
Jun L.
Cam P.

Subgroup 2: Innovation, Metrics, Costs and Benefits: Sections 4.5-4.7

Chair David G.
Aiste R.,
Khaled M.,
Lubna D.
Jim S.
Rajesh N.
Sunny N.

Subgroup 3: Sustainability Principles, Circular Economy, Legal Compliance, Risk Management 4.8-4.11

Chair: (no Chair)
Jennifer C.
Shona VZ.,
David G.
Meng L. – resigned.

Appendix B:

Link to shared Google Drive – to be used by P7800 Working Group Members only:

<https://drive.google.com/drive/folders/1WFKBeijvwGuZ1hHWxQtaKkQeTBNOwNh1?usp=sharing>

Appendix C:

Other IEEE SA Working Groups associated with Planet Positive 2030:

- ② **IEEE P7801™** Recommended Practice for Technical Knowledge Commons Initiatives and Platforms: <https://standards.ieee.org/ieee/7801/11197/>
- ② **IEEE P7802™** Standard for Measurement and Verification of Reduction of Greenhouse Gases for Climate Action Projects and Solutions: <https://standards.ieee.org/ieee/7802/11238>
- ② **IEEE P7803™** Recommended Practice for Inclusive Sustainable Smart Cities: <https://standards.ieee.org/ieee/7803/11412/>
- ② **IEEE P3469™** Standard for an Environmental Liability Process Model for Accounting in Systems Engineering <https://standards.ieee.org/ieee/3469/11608/>