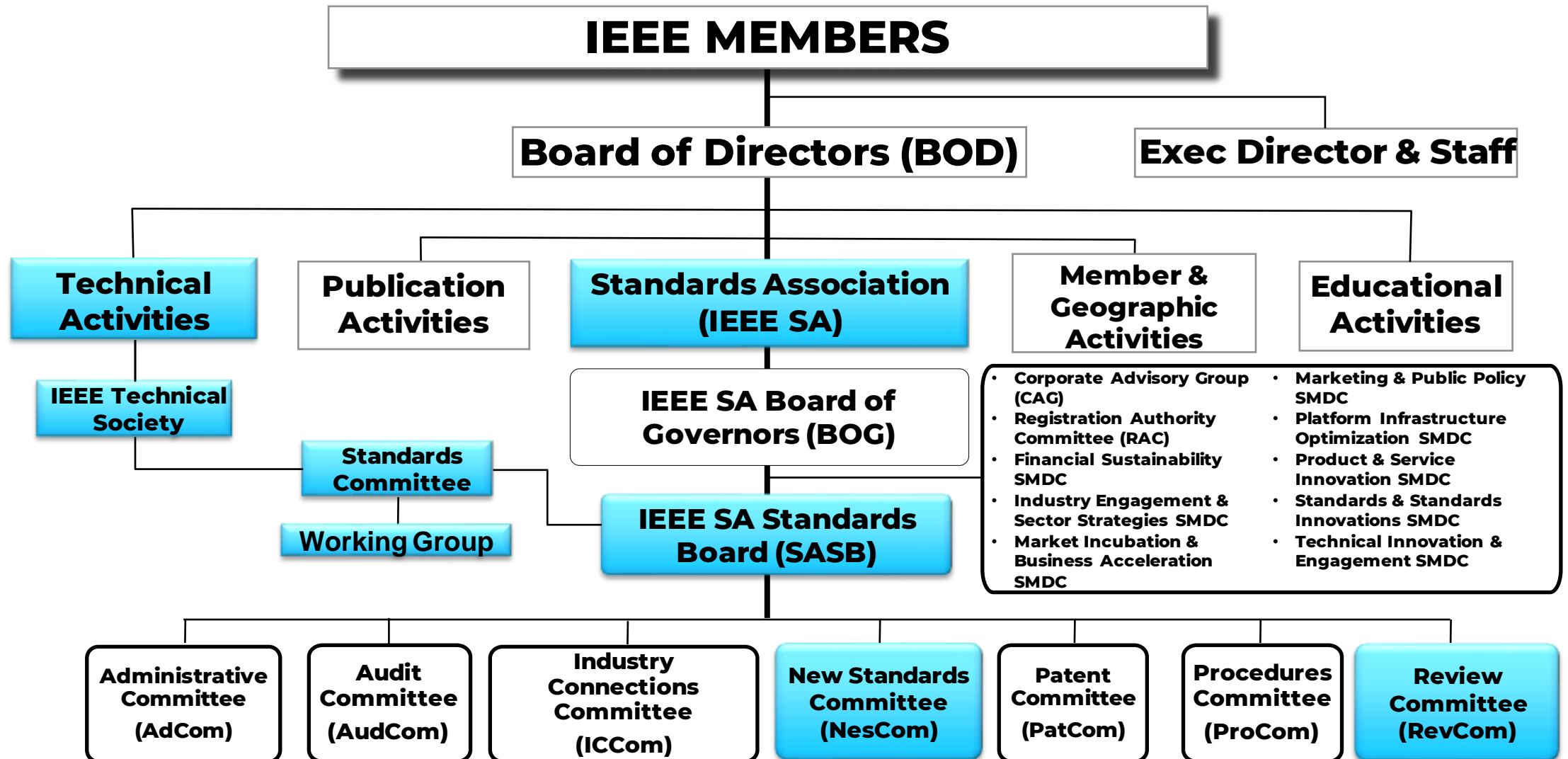


IEEE STANDARDS DEVELOPMENT PROCESS

February 2022

IEEE Organization



IEEE STANDARDS BOARD

**Establishes/maintains
a consensus standards
development process to assure:**

- Openness
- Fairness
- Balance of interests among materially affected parties
- Right to appeal
- Timely dissemination of standards and technical information



IEEE SA Types of Standards

There are three types of standards developed in IEEE:

- **Standards** - documents with mandatory requirements
- **Recommended Practices** - documents in which procedures and positions preferred by the IEEE are presented.
- **Guides** - documents in which alternative approaches to good practice are suggested but no clear-cut recommendations are made.

IEEE SA Individual & Entity Methods

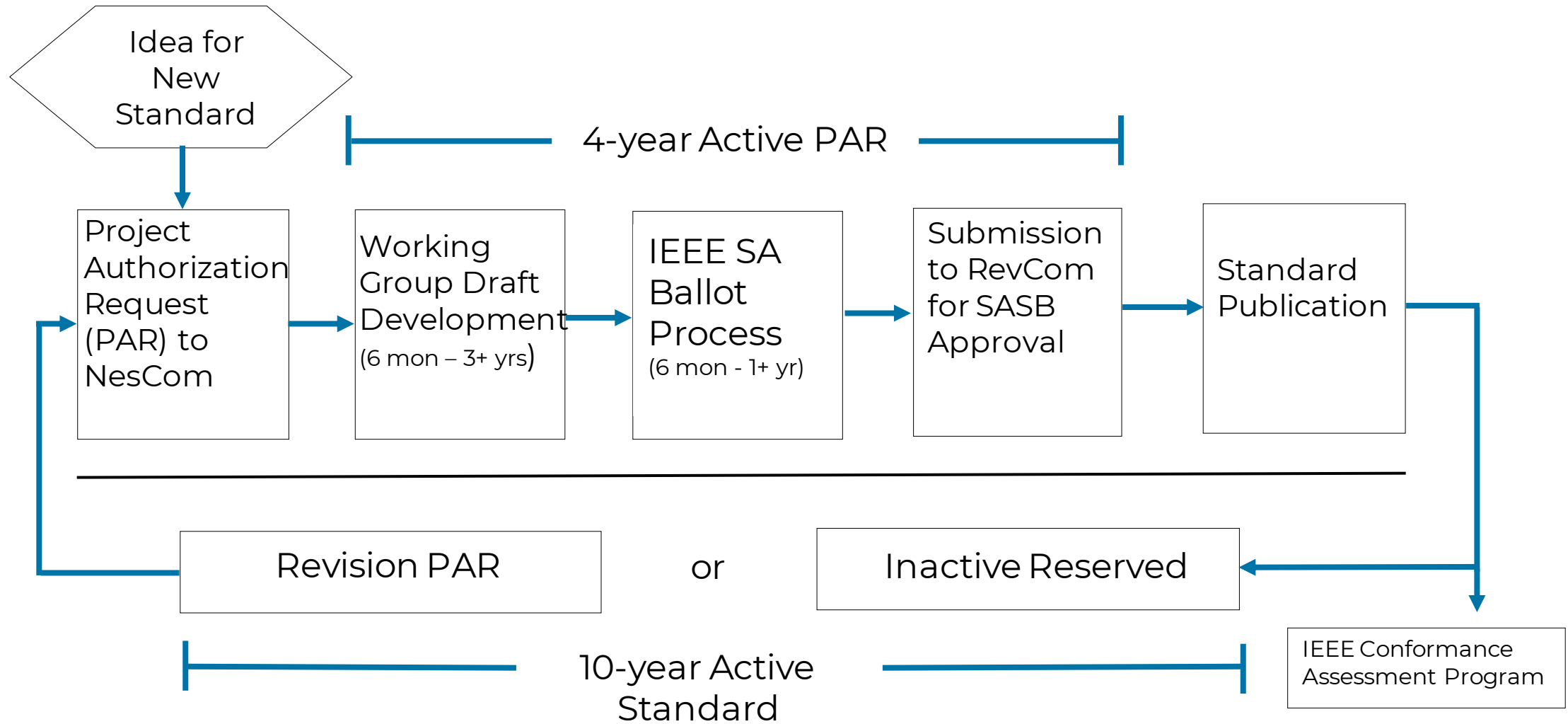
Individual Method

- Participants are individual technical experts
- Individuals represent themselves
- Each individual participant has 1 vote
- SA Ballot groups are made up of a minimum of 10 individuals
- SA Ballot group participants must be IEEE SA individual members or pay a per-ballot fee

Entity Method

- Participants are “entities,” i.e., companies, universities, government bodies, etc.
- One (1) Designated Representative (DR) and one or more Designated Representative Alternates (DRAs) represent the entity in the working group
- Each entity has 1 vote
- Minimum membership is 3 entities per working group
- Entity Member Representative is the entity contact for IEEE SA corporate membership

IEEE Standards Development Process Flowchart

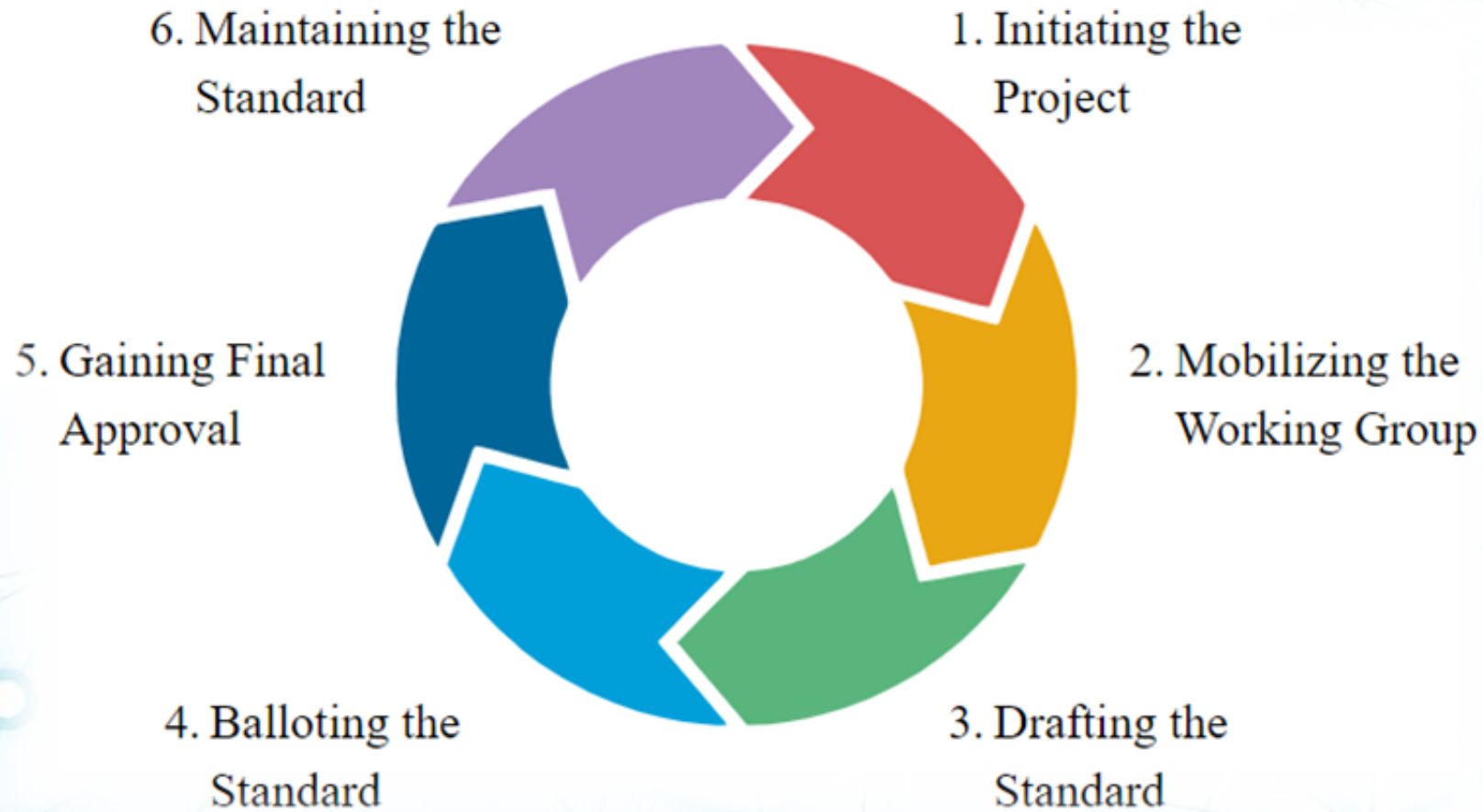


PAR Areas of Focus

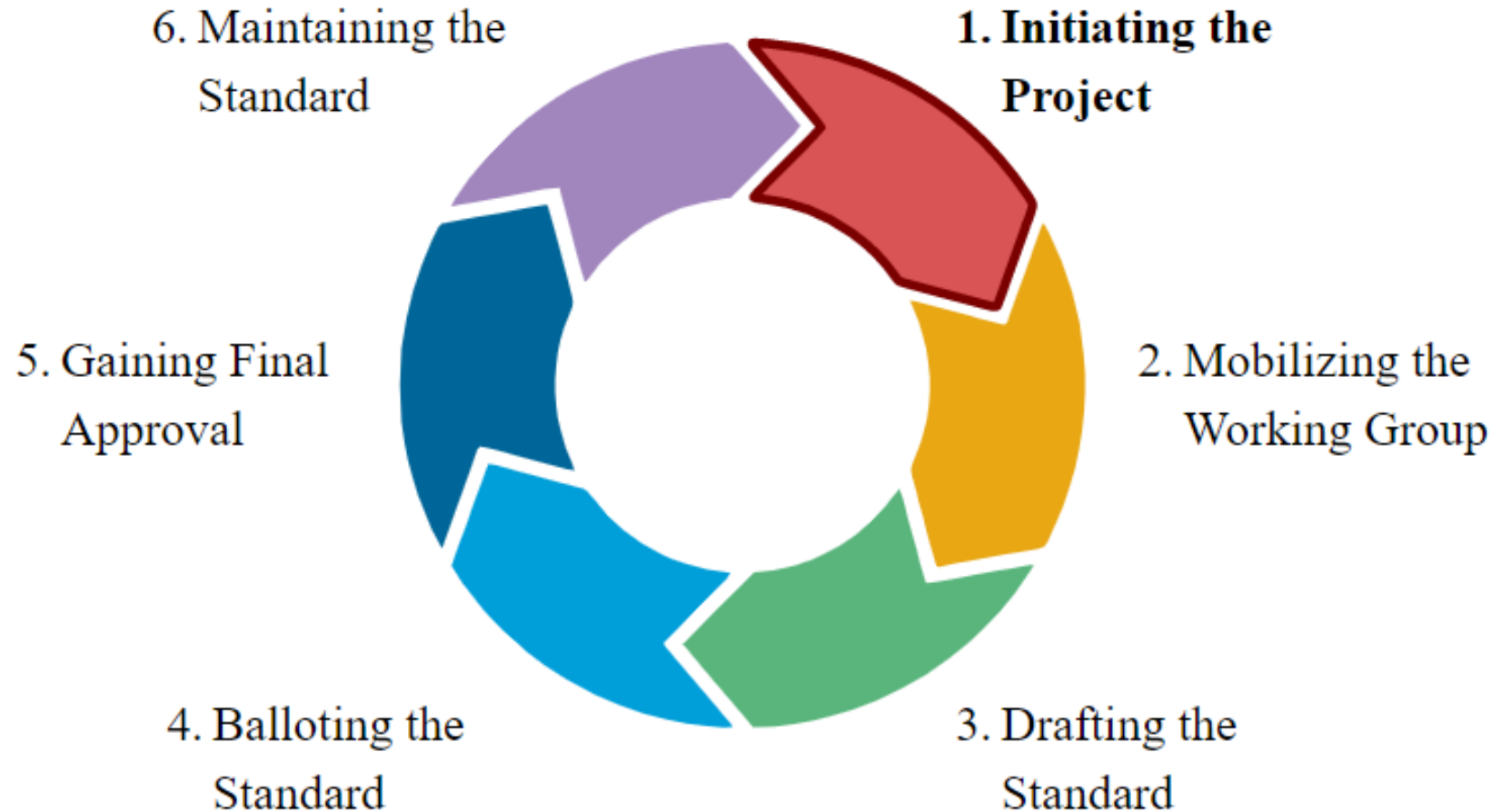
When drafting a new PAR, start with the following main sections:

- Title
- Type of Working Group
- Scope
- Purpose
- Need
- Society/Standards Committee
- Copyright
- Related Standards

IEEE Standards Development Lifecycle



IEEE Standards Development Lifecycle

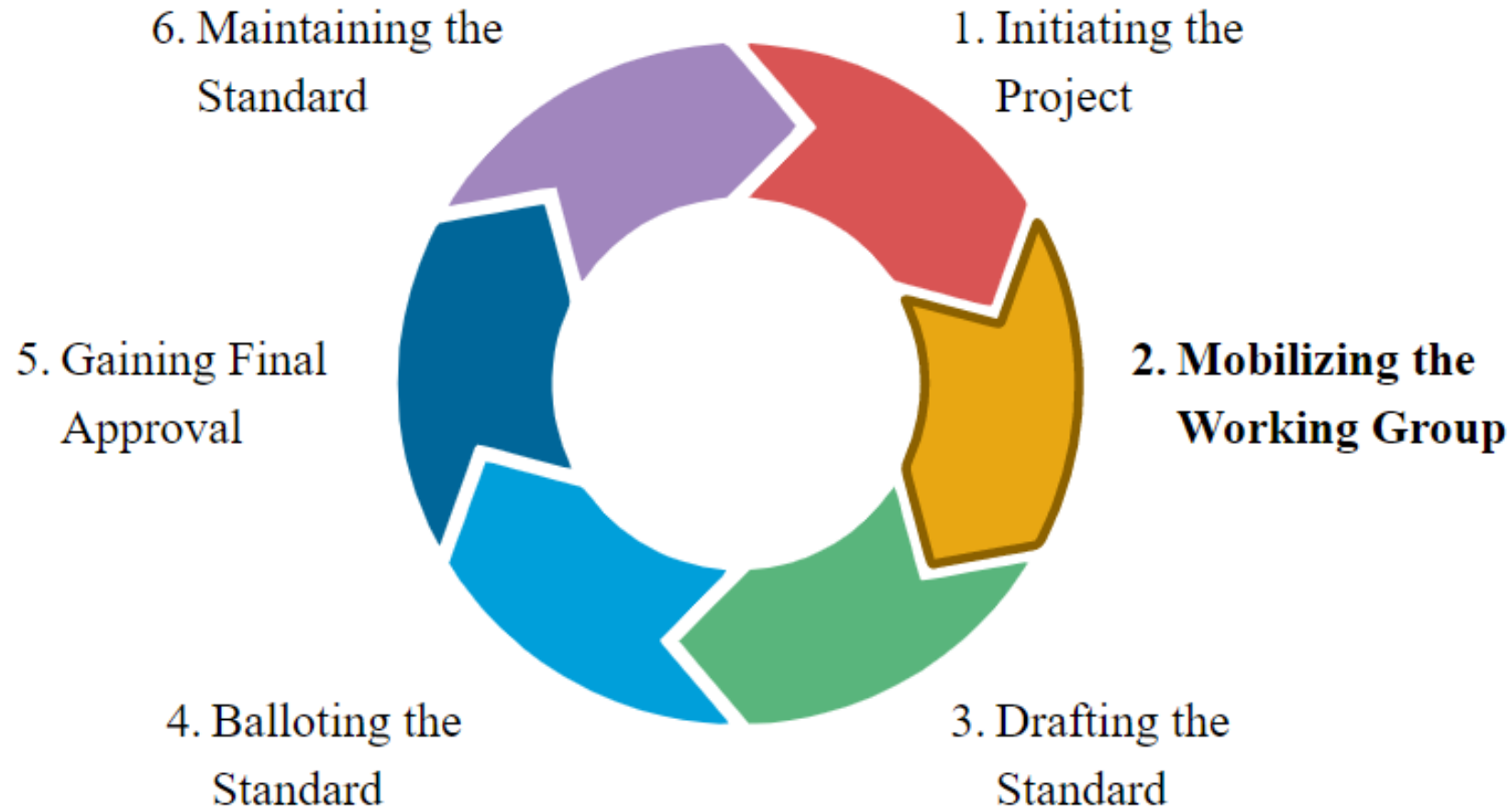


STAGE 1

Initiating the Project

- [How Projects Are Started](#)
- [Types & Nature of Projects](#)
- [How to Find a Standards Committee](#)
- [Submitting A Project Request](#)
- [Working Group Toolkit](#)

IEEE Standards Development Lifecycle

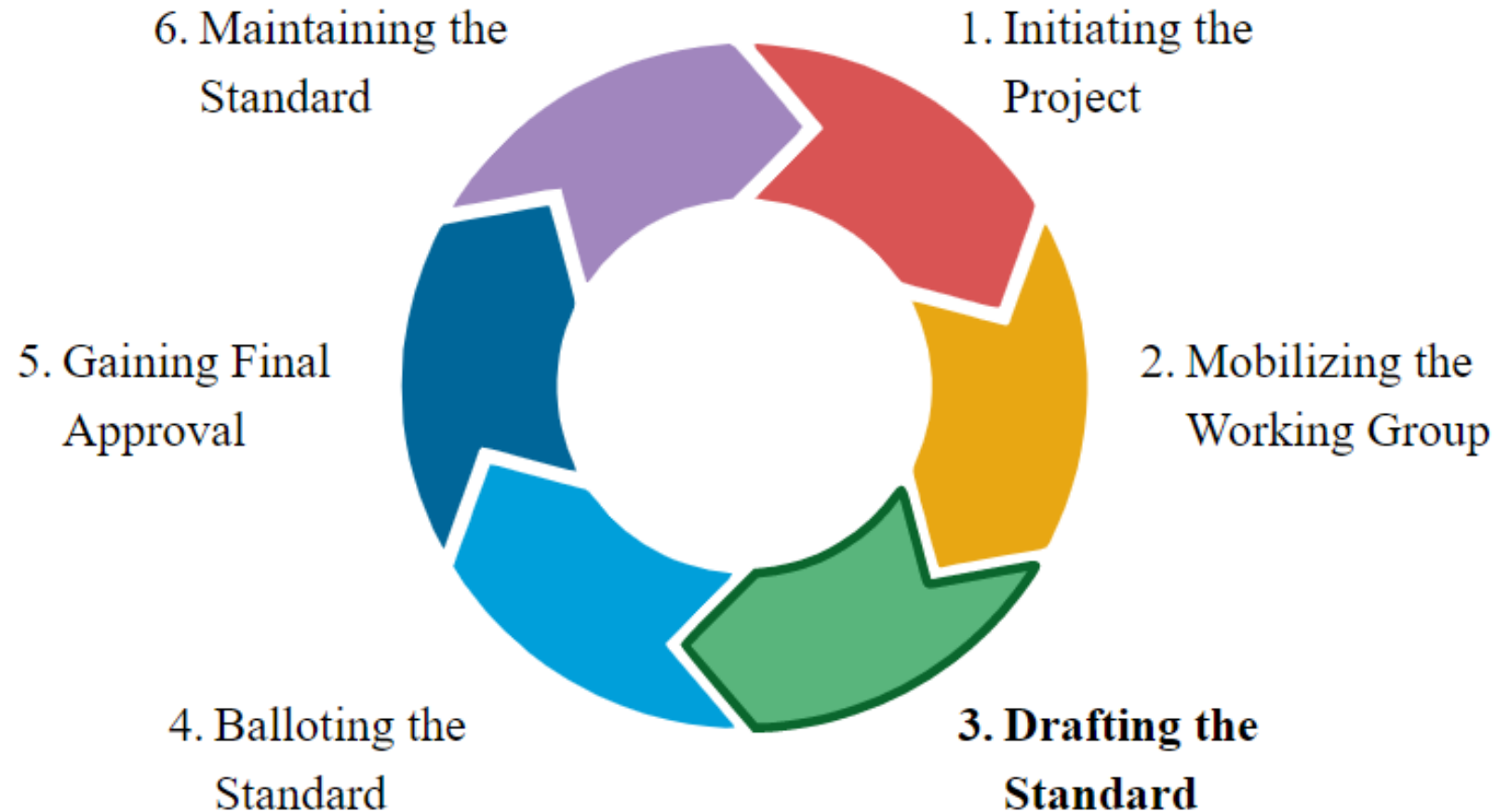


STAGE 2

Mobilizing the Working Group

- [What is a Working Group?](#)
- [Who Can Participate?](#)
- [How to Form a Team](#)
- [How are Working Groups Governed?](#)
- [Managing the Working Group](#)
- [IEEE SA Patent Policy Information](#)
- [IEEE SA Copyright Policy](#)
- [IEEE SA Entity Participant Behavior Slides](#)

IEEE Standards Development Lifecycle

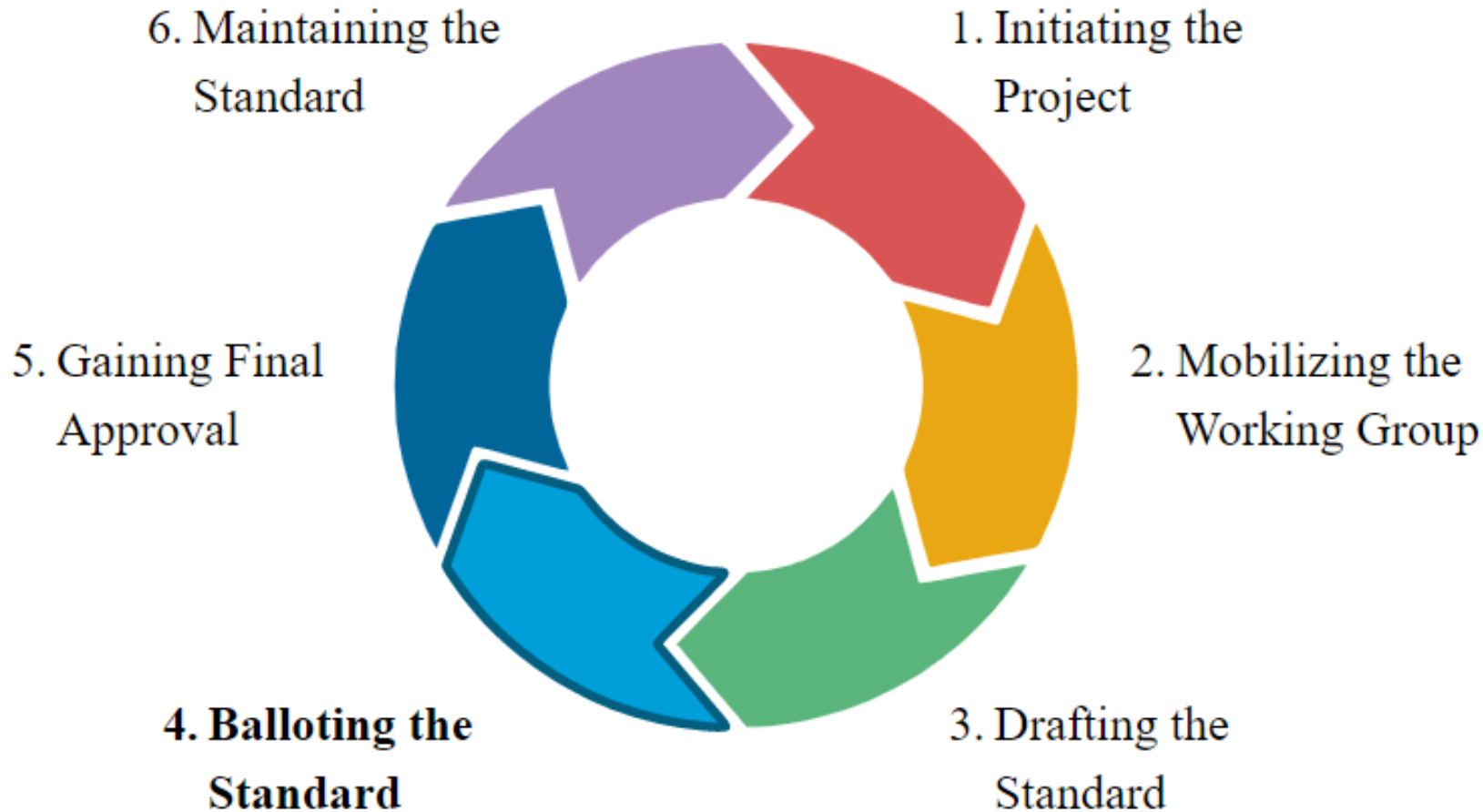


STAGE 3

Drafting the Standard

- [How are Standards Written?](#)
- [The Standards Preparation & Editing Process](#)
- [Getting Help: How your program manager and staff editor can help you](#)
- [SCC14 Conventions](#)
- [IEEE Standards Dictionary Online](#)
- [Writing the Standard](#)

IEEE Standards Development Lifecycle

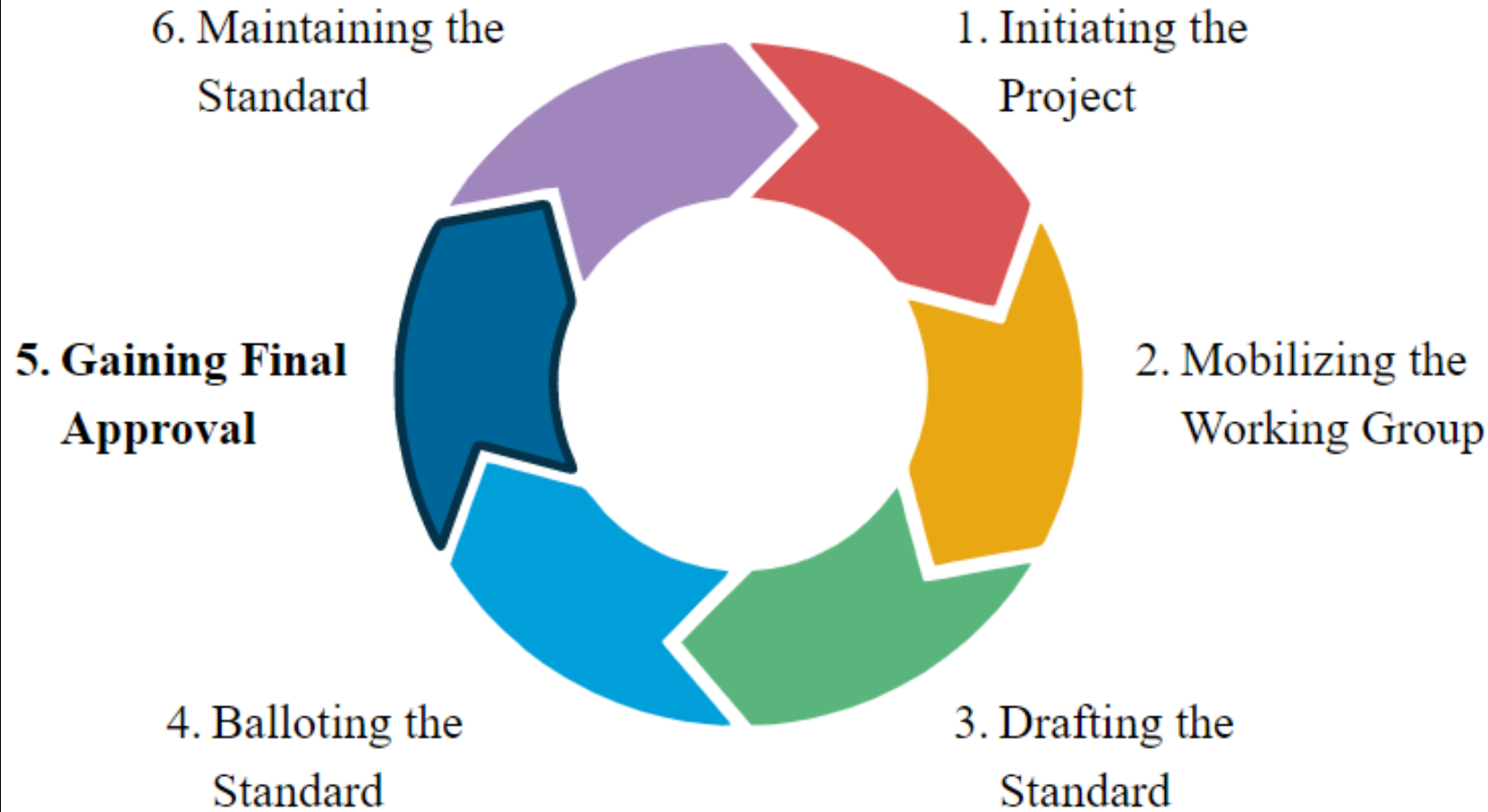


STAGE 4

Balloting the Standard

- [The Balloting Process](#)
- [Casting Your Ballot](#)
- [The IEEE SA Public Review Process](#)

IEEE Standards Development Lifecycle

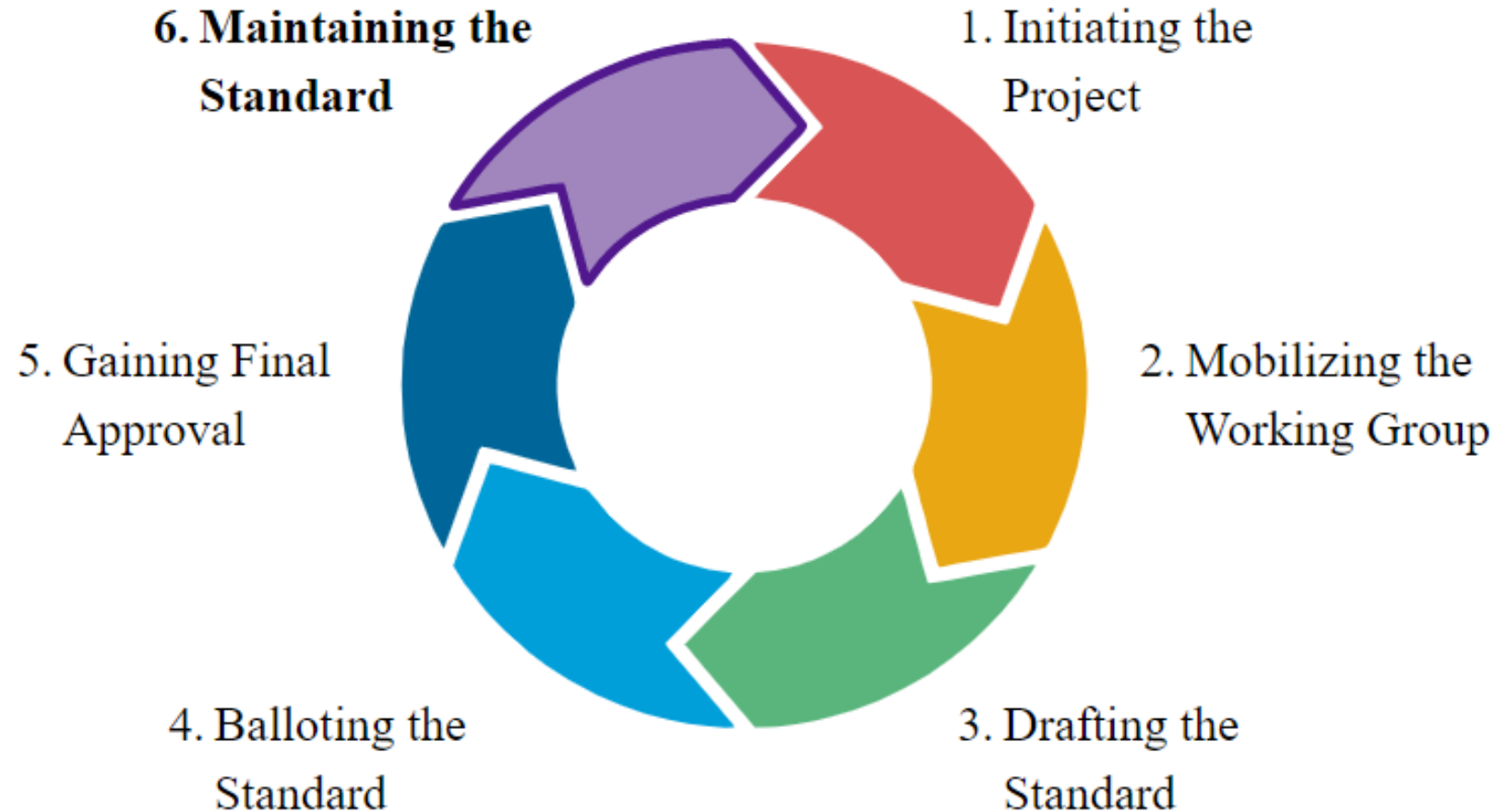


STAGE 5

Gaining Final Approval

- [How is Final Approval Obtained?](#)
- [What Happens to a Standard After Approval?](#)
- [How are Standards Distributed?](#)

IEEE Standards Development Lifecycle



STAGE 6

Maintaining the Standard

- [What Happens When Standards Have Errors?](#)
- [Revising Standards](#)

IEEE Standards Development eTools

WordPress

- Provides dedicated, IEEE-hosted, public accessible website with access to publicly-available information such as the current working group member list, meeting information and policies and procedures

Webex

- No cost, dedicated teleconferencing software for the working group

iMeet Central Online

- Web-based, members-only collaboration workspace to upload and share files, continue technical discussions via forum, manage timeline and milestones via calendar

ListServ

- Public e-mail reflector available for all interested parties
- Working group members-only e-mail reflector

IEEE SA Program Manager Role

Serves as the primary point of contact for a standards committee and working group

- Coordinates the work of IEEE SA staff team including editorial, governance and others

Is a trusted partner and advisor in supporting the project outcome

- Provides a basic level of project management

May provide additional support, such as optional secretarial services

- IEEE SA offers fee-based support services contracts available upon request

Provides support on process related matters such as

- Establishing working group policies and procedures
- eTools establishment such as teleconferencing software, website and e-mail distribution lists

THANK YOU

Jonathan Goldberg
Manager, Operational Program Management
IEEE Standards Association



twitter.com/ieeesa



445 Hoes Lane, Piscataway, NJ 08854 USA



+1 732 570 0116