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Strong Sustainability by Design

SUBMISSION GUIDELINES

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Submission Guidelines

Thank you for your interest in submitting comments regarding *Strong Sustainability by Design: Prioritizing ecosystem and human flourishing with technology-based solutions.*

We deeply appreciate you taking the time to read the document and provide your comments.

Please review the guidelines below as you prepare your responses. Once completed, submissions can be uploaded at the Planet Positive 2030 Initiative submissions page. Submissions sent to any other location or email address will not be considered.

Comments received will be posted in a public document available on the Planet Positive 2030 Initiative website no later than October 1, 2023.

Submission Guidelines:

- All submissions must be received no later than **August 31st, 2023, at 5PM Eastern Time.**

- Please note IEEE's privacy agreement must be accepted for any feedback to be considered.

- Comments **should reference the full text version of *Strong Sustainability by Design*** (SSbD) for ease of review by Planet Positive 2030 committees. While review of individual chapters for ease of reading is encouraged, **comments must utilize page numbers from the full text version of SSbD for consideration**.

- Those making comments must include their **name, affiliation and region**[1] (on the top / first page of their submission) plus the **page number(s) of *Strong Sustainability by Design* being referenced**. Background research or resources supporting comments should be included as links.

- Please ensure comments **provide actionable critique** *(e.g., "On page X, I recommend adding the following resource" or "hydrogen has been proven to be a more viable option in this context based on X research")* versus opinion without clear recommendations, *(e.g., "I didn't like the Issue on page X.")*

- Submissions must not contain anything that is malicious, false, abusive, threatening, defamatory, discriminatory, harassing, or be in violation of IEEE's Nondiscrimination Policy, Privacy Policy or Terms & Conditions. This includes any material meant to intentionally harm someone's reputation and/or that could contribute to a hostile environment. IEEE reserves the right to not include commentary that, in its sole discretion, is determined to be inappropriate.

- Submissions must not be commercial in nature and must not focus on solicitations or sales.

- Submissions must respect rights in brands, trademarks and copyright, and cannot contain confidential, private or proprietary information and content. Do not include material that is not owned by you.

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[1] "Region" is defined as the geographical location of a person or organization submitting feedback.

- Accepted comments will be posted in the public document featuring all feedback on the Planet Positive 2030 Initiative website exactly as they are received. Please make sure to list your affiliations exactly as you would like it to appear, with embedded hyperlinks as desired.

- Please make sure to spell check your work and generally make it appear as professional as possible to honor future readers and your efforts.

- Please **do not send attachments beyond your main submission.** If you'd like to cite other works, please link to them with embedded hyperlinks.

- We encourage brevity. Specifically, submissions should be no longer than 2 pages in length.

- If you are commenting on multiple chapters, please, generate separate submissions for each chapter.

Criteria for Inclusion of Feedback

Our feedback process is designed to honor all contributions by posting them publicly for review and discussion. In this way, you know your time spent providing your insights is deeply appreciated by the Planet Positive 2030 community and can be seen by others (and linked to, etc.).

Q&A Regarding Criteria for Inclusion

Won't people post negative comments if the feedback will be posted?

We are hopeful we'll receive strong and directional critique. This is not "negative" where people provide validated resources to back up their responses. We reserve the right to not print any content containing inappropriate or unprofessional content, or content that is overtly sales focused.

Our assumption and hope are that we will receive a lot of powerful and informed critique. We consider these comments to be a form of informed conversation educating and adding to our work and the larger sustainability / technology community.

Why are you asking people to include their affiliations?

First, if contributors provide their affiliation, they potentially get to demonstrate the subject matter expertise associated with their place of work and/or their interest in 'causes' if they are affiliated with NGOs. Or they can submit as an "individual" - not identifying any organizational affiliation. Second, this makes the aggregate feedback a form of public discussion or even debate, where readers of the feedback can learn from those providing feedback. Anonymity in this regard would not be supportive of this collaboration.

What is the specific feedback process for committees reviewing RFI responses?

While we are requesting all committees to review all feedback received, we cannot guarantee all responses will be directly visible or added to the First Edition of *Strong Sustainability by Design*. However, the reason we are asking people submitting to add their names, affiliations and contact information is because committees will be asked to do one or more of the following in response to all feedback received:

1. <u>Insert portions of responses with credited citations</u>. This means committee members can cut and paste portions of feedback received directly into their chapters, linking to a footnote or citation listing the name and full affiliation of a contributor, where the citation will read, "received as part of RFI process." The phrase "received as part of RFI process" will link to the document posted on the Planet Positive 2030 website listing the full responses from all contributors. In this way, if a committee posts a portion of one person's feedback, a reader can click the link and see the entirety of that person's submission for full context of their submission.

2. <u>Insert a paraphrase of a person's feedback with credited citations</u>. Here a committee may refer to a large body of content in a submission as if they were citing a magazine or academic submission without quoting a certain portion directly. For example, "Here, the logic of an AI Satellite imagery system could focus on utilizing … to avoid downtime for herd movement scheduling. More on this process can be found in the ideas of <u>John Smith here</u>." This hyperlink would then link to the document containing all posted submissions.

3. <u>Invite a person submitting to join a committee / committee call</u>. We recognize that nuances of submissions won't always be fully understood in print. So, where contributors feel the need to explain their contributions in person, as timing and schedules allow, they will be invited onto committee calls to work with committees to update chapters via consensus in real time. Where appropriate and as time allows, people can also join committees moving forward (which we welcome and thank you in advance for joining).

What happens if I provide feedback but don't want to join a committee call?

We understand and thank you for your submission. This means your work will be cited as in #1 or #2 above or won't be included at all but will be listed in full in the same document listing all other submissions. Where contributors are not open to joining a committee call, we cannot guarantee their direct insights are included in the first or any editions of *Strong Sustainability by Design*. Thank you in advance for your understanding, as our committees are composed of volunteers who have a finite amount of time to create original content and then vet and edit multiple versions of their chapters. We deeply appreciate their efforts and recognize that all contributors will do the same.

<u>As a thank you for your time and efforts we will do the following:</u>

- Post an article on the Planet Positive 2030 Initiative blog on October 1 linking to a document listing all insights and comments received regarding the current first version of *Strong Sustainability by Design.*

- List everyone's names and affiliations who provided feedback as they were received in the "Our Appreciation" section of the first public edition of *Strong Sustainability by Design* to be released in the fourth quarter of 2023.

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standards.ieee.org
Phone: +1 732 981 0060
445 Hoes Lane, Piscataway, NJ 08854 USA

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