**IEEE P4001 Working Group**

**Meeting #31 Agenda [19 January 2022 – 15:00 (UK)]**

**Virtual Zoom Meeting**

<https://labsphere.zoom.us/j/82279458974?pwd=eUNVRldhUXpNbWdiRnVxd3pXNzFuQT09>

When joining the Zoom Meeting please use the chat function to record your attendance

(Name, Affiliation, and Country)

1. Call to Order
	1. Introduction and Affiliation Declarations
		1. Roll call of Individuals
	2. Establishment of Quorum – Report on Membership
	3. Policing of membership (CD)
		1. Members Status Review
2. Approval of Agenda
	1. Agenda Review for Meeting #31
	2. Approval of Meeting Minutes from meeting #30
3. IEEE Patent & Copyright Policies
	1. Call for Patents
	2. Copyright Policy

1. Reminder of the Charter & Outline Document & Timeline Update (JRG)
2. Comments on Latest Draft
3. Testing Groups – plan for them to present at next meeting (February)
4. Open Discussion
	1. Moving back to 1 meeting / month for time being.
	2. Other points for review
5. Next Meeting(s)
	1. 2 day split workshop 15/16th February, Virtual
	2. SPIE DCS, Orlando, Workshop meeting 8th April 2022
	3. IGARSS 2022
6. AOB / Unfinished Business
7. Adjourn General Meeting
8. Meeting closed.

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