**IEEE P4001 Working Group**

**Meeting #35 Agenda [7 June 2022 15:00 to 16:00 (UK)]**

**Virtual Zoom Meeting**

<https://labsphere.zoom.us/j/85496500130?pwd=OG8wN3FjNXdpbDdNa2t5cVhDQ2ZjZz09>

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 #35
   2. Approval of Meeting Minutes from meetings #33 and #34
3. IEEE Patent & Copyright Policies
   1. Call for Patents
   2. Copyright Policy

1. Comments on Latest Drafts (TS to lead)
   1. Characterisation
   2. Testing
   3. Metadata
2. Testing Groups – plan for them to present at next meeting (July)
   1. Radiometer (Emmett)
   2. Spatial (David C)
   3. Spectral (David P)
   4. Stray Light (Chris D)
3. Open Discussion
   1. Merge documents to one master draft.
   2. Other points for review
   3. Next meeting (w/b 29th August 2022), then monthly
4. Outreach
   1. EMVA Report (Chris D)
   2. IGARSS
   3. EARSeL
   4. WHISPERS
5. AOB / Unfinished Business
6. Adjourn General Meeting
7. Meeting closed.

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