

**IEEE SSIT Standards Committee**

**Meeting #33 Minutes**

**Thursday, 19<sup>th</sup> August 2021**

**21:00 – 22:30 (UTC)**

**Location: Electronic Meeting.**

*Meeting chaired by Ruth Lewis; minutes provided by Peter Reid.*

## 1 CALL TO ORDER

The meeting was called to order at 21:05 (UTC).

## 2 ROLL CALL AND DISCLOSURE OF AFFILIATION

Roll call and disclosure of affiliation. A quorum, 5 of 6 voting members were present. See attendees list at the end of the minutes.

## 3 AGENDA

*Moved Peter, seconded Lisa that the agenda, as distributed, be approved, carried.*

## 4 POLICY NOTIFICATIONS

### 4.1 IEEE SA Patent Policy.

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 at this time by providing relevant information to the SC Chair.

### 4.2 IEEE SA Copyright Policy

IEEE owns the copyright in all Work Products. All IEEE Work Products shall be created in an approved IEEE template. Participants are solely responsible for determining whether disclosure of any Contributions that they submit to IEEE requires the prior consent of other parties and, if so, to obtain it.

## 5 APPROVAL OF MINUTES OF PREVIOUS MEETING

*Moved Lisa, seconded Peter, that the minutes of meeting #27 of 18<sup>th</sup> February 2021 be approved, carried.*

The notes of meetings #28, #29, #30, #31 and #32 have been distributed and are available on iMeet.

## 6 WORKING GROUP REPORTS

### 6.1 P7012: Standard for Machine Readable Privacy Terms

Report was distributed with the agenda. David reported that an extension would be applied for because:

- The technical context has shifted since the commencement of the WG. Because of this there is very little chance of standard been adopted.
- The proposed standard is ahead of where the market is with respect to privacy.
- The diversity of current WG members needs to be broaden.
- Global Privacy Control is under development

Lisa report on development grant:

- Legal draft of information agreement has been completed.
- Work has started on software changes
- It is expected that parts should be working by next month.

## 6.2 P2895: Standard Taxonomy for Responsible Trading of Human-Generated Data

Report was not submitted. [Ruth to follow up.](#)

## 6.3 WG Management Issues

*Ethical Aligned Design for Standards* paper development – [progress report to be provided to next meeting.](#)

## 7 NEW PAR FOR APPROVAL

P3119 *Standard for the Public Procurement of Artificial Intelligence and Automated Decisions Systems* – distributed with agenda.

Chair welcomed Gisele Waters, Cynthia Conti-Cook and Brian Pendleton to the meeting.

The P3119 team provided an overview, background and need for the PAR. The incorporation of Artificial Intelligence (AI) and Automated Decision Systems (ADS) requirements into software procurement adds additional social and ethical considerations. These additional considerations require an expansion of standard software procurement model as detailed in 41062-2019 - ISO/IEC/IEEE International Standard - Software engineering - Recommended practice for software acquisition.

[After considerable discussion it was agreed that the Scope be broadened to include procurement of AI in general, but also government in-house development and hybrid public-private development of AI and ADS as an extension of internal government procurement practices, with socio-technical and responsible innovations to serve the public interest.](#)

*Moved Lisa, seconded Peter, that P3119, as modified by the SC, be approved for submission to NesCom, carried.*

## 8 BUSINESS ARISING FROM PREVIOUS MEETINGS

### 8.1 Policies & Procedures

Updated Polies & Procedures were approved by email ballot.

### 8.2 Standards Workshop in 2021

Progress report on refund of support payment for the 2021 AI World Government conference to be provided at the next meeting.

## 9 MARKETING

### 9.1 SSIT-SC Web Site <https://sagroups.ieee.org/ssit/>

Christy sent the link to the updated content [to Ruth and Lisa to review.](#)

## 10 OTHER BUSINESS

IEEE 7000-2021 – Model Process for Addressing Ethical Concerns During System Design will be published on 15<sup>th</sup> September 2021

## 11 FUTURE MEETINGS

[SC meeting times for first 9 months of 2022 to be confirmed at next meeting](#)

SC meetings will be held at 21:00 UTC on the 3<sup>rd</sup> Thursday of the month (UTC) for an hour and a half.

- 16<sup>th</sup> September – 21:00 UTC (07:00 17<sup>th</sup> September AEST, 22:00 BST, 17:00 EDT)  
[WG P2890 & P2987 to report.](#)
- 21<sup>st</sup> October – 21:00 UTC (08:00 22<sup>nd</sup> October AEDT, 22:00 BST, 17:00 EDT)
- 18<sup>th</sup> November – 21:00 UTC (08:00 19<sup>th</sup> November AEDT, 16:00 EST, 21:00 GMT)  
[WG P7011 & P7014 to report. WG 7014 to report on TAB CoS grant.](#)
- 16<sup>th</sup> December – 21:00 UTC (08:00 17<sup>th</sup> December AEDT, 16:00 EST, 21:00 GMT)  
[WG P7012 & P2895 to report. WG 7012 to report on TAB CoS grant.](#)

## IEEE SSIT Standards Committee

- 20<sup>th</sup> January 2022 – 21:00 UTC (08:00 21<sup>st</sup> January AEDT, 16:00 EST, 21:00 GMT)  
**WG P2890 & P2987 to report.**
- 17<sup>th</sup> February 2022 – 21:00 UTC (08:00 18<sup>th</sup> February AEDT, 16:00EST, 21:00 GMT)  
**WG P3119 to report.**
- 17<sup>th</sup> March 2022 – 21:00 UTC (08:00 18<sup>th</sup> March AEDT, 16:00 EST, 21:00 GMT)  
**WG P7011 & P7014 to report. WG 7014 to report on TAB CoS grant.**
- 21<sup>st</sup> April 2022 – 21:00 UTC (07:00 22<sup>nd</sup> April AEST, 17:00 EDT, 22:00 BST)  
**WG P7012 & P2895 to report. WG 7012 to report on TAB CoS grant.**
- 19<sup>th</sup> May 2022 – 21:00 UTC (07:00 19<sup>th</sup> May AEST, 17:00 EDT, 22:00 BST)  
**WG P2890 & P2987 to report.**
- 16<sup>th</sup> June 2022 – 21:00 UTC (07:00 17<sup>th</sup> June AEST, 17:00 EDT, 22:00 BST)  
**WG P3119 to report.**
- 21<sup>st</sup> July 2022 – 21:00 UTC (07:00 17<sup>th</sup> June AEST, 17:00 EDT, 22:00 BST)  
**WG P7011 & P7014 to report. WG 7014 to report on TAB CoS grant.**
- 18<sup>th</sup> August 2022 – 21:00 UTC (07:00 17<sup>th</sup> June AEST, 17:00 EDT, 22:00 BST)  
**WG P7012 & P2895 to report. WG 7012 to report on TAB CoS grant.**
- 15<sup>th</sup> September 2022 – 21:00 UTC (07:00 17<sup>th</sup> June AEST, 17:00 EDT, 22:00 BST)  
**WG P2890 & P2987 to report.**

AEST – Australian Eastern Standard Time; AEDT – Australian Eastern Daylight Time; BST – British Summer Time; EST – Eastern Standard Time; EDT – Eastern Daylight Time; GMT – Greenwich Mean Time.

## 12 ADJOURN

*Moved David, seconded Lisa that the meeting be adjourned at 22:34 (UTC), carried.*

## ATTENDEES

Last Name	First Name	Affiliation	Present	Role	Office
Bahn	Christy	IEEE	Yes	S	
Bland	Ben	Unaffiliated	Apology	V	
Conti-Cook	Cynthia	Unaffiliated	Yes	NVM	
Haasz	Jodi	IEEE	Yes	S	
LeVasseur	Lisa	Wrethinking	Yes	V	Vice-Chair
Lewis	Ruth	Technology Foresight	Yes	V	Chair
Morales	Erin	IEEE	Yes	S	
Pendleton	Brain	Marymount University	Yes	NVM	
Read	David	Deep Plum Research	Yes	V	
Reid	Peter	Unaffiliated	Yes	V	Secretary
Reilly	Annette	Unaffiliated	Yes	V	
Silverman	Karen	Unaffiliated	Yes	NVM	
Waters	Gisele	Symbiotic LLC	Yes	NVM	

Roles: V = Voting member; NVM = Non-Voting Member; S = IEEE Staff