2023-04-05

The IC17-001-03 - IEEE 802 Network Enhancement For Next Decade\_ICAID was last approved in September 2021.  **The ICAID will expire in Sept. 2023 if no action is taken.**If you do not wish to renew the ICAID, please let me know.

**If you wish to renew the ICAID, the following actions are required by August 11, 2023 (September ICCom meeting).**

1) Update the ICAID. The ICAID form has changed with the new IEEE SA branding.  I migrated the contents of the last approved ICAID to the new form (attached).

Please note the following:

* The form now includes clause 3.5 (benefit to IEEE).Please complete that clause.
* The form now includes clause 5.1 (open source). Please answer Yes or No.
* Please note clause 7.3 (procedures) and specify the P&Ps for the activity.
* The form now includes clause 8.4 (Activity Supporter/Partner). Please indicate whether an IEEE, other than the Oversight Committee has agreed to participate or support this activity.
* Update the deliverables, goals, participants sections.  The motivation and goals should be brief.
* **We need a redlined version of the document** to track any changes for ease of review. The document is set to track changes.

2) Please send me a status report **on the attached status report template that has been customized for this ICAID.** (The status report template has also changed in the branding.)

* List the status and target completion date for each deliverable
* Provide % of completion per deliverable
* Provide a brief description of the % completed
* Please specify the number of participants
* Please indicate the Policies and Procedures that will be used.

Please let me know if you have any questions.

Thank you. Have a great week.

With Warmest Regards,

Rosalinda Saravia