IEEE P802.11  
Wireless LANs

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| TGbe July to September 2023 teleconference agendas | | | | | |
| Date: 2023-08-21 | | | | | |
| Author(s): | | | | | |
| Name | Affiliation | Address | Phone | email |
| Alfred Asterjadhi | Qualcomm Inc. | 5775 Morehouse Dr, San Diego, CA 92109 | +1-858-658-5302 | aasterja@qti.qualcomm.com |
| Liwen Chu | NXP |  |  | liwen.chu@nxp.com |
| Jeongki Kim | Ofinno |  |  | jeongki.kim.ieee@gmail.com |
| Sigurd Schelstraete | MaxLinear |  |  | sschelstraete@maxlinear.com |
| Tianyu Wu | Apple |  |  | tianyu@apple.com |

Abstract

This document contains the draft agenda for July to September 2023 TGbe teleconferences.

Revisions:

* Rev 0: Initial version of the document.
* Rev 1: Some updates for progress report, etc.

|  |  |
| --- | --- |
| **TG Chair:** Alfred Asterjadhi (Qualcomm Inc) | |
| **1st Vice Chair:** Laurent Cariou (Intel) | **2nd Vice Chair:** Matthew Fischer (Broadcom) |
| **Secretary:** Jason Y. Guo (Huawei) | **Technical Editor:** Edward Au (Huawei) |
| **PHY Ad-Hoc Chair:**Sigurd Schelstraete (MaxLinear)  **PHY Ad-Hoc Chair:**Tianyu Wu (Apple) | **MAC Ad-Hoc Chair:**Jeongki Kim (Ofinno)  **MAC Ad-Hoc Chair:**Liwen Chu (NXP) |

## TGbe uses WebEx for its Telecons:

* Please identify yourself when Joining, by filling in your name and affiliation:
  + Also please precede your name and affiliation with your voting status:
    - (V=Voter, N= Non-Voter, P=Potential Voter, A=Aspirant Voter)
  + Format for overall participant’s detail: “[V] John Doe (Affiliation)”

## Teleconferences Overview

**Aug 23  (Wednesday)      – Joint             10:00-12:00 ET**

**Aug 24** **(Thursday)        – MAC            10:00-12:00 ET**

**Aug 28  (Monday)          – MAC/PHY  19:00-21:00 ET**

**Aug 30** **(Wednesday)    – MAC            10:00-12:00 ET**

**Sept 04  (Monday)          – No Conf Call  Holiday**

**Sept** **06** **(Wednesday)    – MAC            10:00-12:00 ET**

**Sept** **07** **(Thursday)      – MAC            10:00-12:00 ET**

**We’ll use the following bridges:**

* Bridge for **JOINT and MAC: Webex meeting (802 Seat 3):** See *e-mail sent to reflector*
  + Meeting number: *Please refer to e-mail sent to reflector.*
  + Meeting password: wireless
* Bridge for **PHY:** **Webex meeting (802 Seat 4):** See *e-mail sent to reflector.*
  + Meeting number: *Please refer to e-mail sent to reflector.*
  + Meeting password: wireless

## Comment Resolution Progress - Statistics

* **LB275 -** Work In Progress (statistics shown in Figure (updated **08/21/2023**)).
  + **Current Status**: Number CIDs that have been resolved (includes all CIDs that are R4M).
  + **Linear Target**: Monthly targets, based on an estimation function, to meet the next milestone.

### LB275 CR Monthly Status



### LB275 CR Overall Status



### Top 20: Assignees with a high number of pending CIDs (08/21/2023)

|  |  |  |  |
| --- | --- | --- | --- |
| **Assignee** | **Total** | **Pending for resolution** | **Ready for motion** |
| Abhishek Patil | 92 | 92 | 0 |
| Binita Gupta | 89 | 89 | 0 |
| Laurent Cariou | 89 | 89 | 0 |
| Ming Gan | 89 | 89 | 0 |
| Po-Kai Huang | 75 | 75 | 0 |
| Minyoung Park | 70 | 70 | 0 |
| Yongho Seok | 51 | 51 | 0 |
| Muhammad Kumail Haider | 41 | 41 | 0 |
| Subir Das | 34 | 34 | 0 |
| Duncan Ho | 31 | 31 | 0 |
| Yunbo Li | 31 | 31 | 0 |
| Michael Montemurro | 30 | 30 | 0 |
| Arik Klein | 29 | 29 | 0 |
| Yuchen Guo | 29 | 29 | 0 |
| Guogang Huang | 27 | 27 | 0 |
| Editor | 26 | 26 | 0 |
| Rubayet Shafin | 26 | 26 | 0 |
| Dibakar Das | 24 | 24 | 0 |
| Liwen Chu | 23 | 23 | 0 |
| Kaiying Lu | 22 | 22 | 0 |

## LB275 Comment Resolution Queues

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DCN** | **Title** | **Author** | **Status** | **Nr. CIDs** | **Session** |
|  |  |  |  |  | Joint |
| **End Of Joint Queue** | | | | | |
| [1381r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1381-00-00be-cr-for-35-3-2-and-35-3-5.docx) | CR for 35.3.2 and 35.3.5 | Po-Kai Huang | Pending | 21C | MAC |
| [1382r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1382-00-00be-cr-for-13.docx) | CR for 13 | Po-Kai Huang | Pending | 14C | MAC |
| [1383r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1383-00-00be-cr-for-some-subclauses-in-4-10-and-11.docx) | CR for some subclauses in 4, 10, and 11 | Po-Kai Huang | Pending | 17C | MAC |
| [1384r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1384-00-00be-cr-for-miscellaneous-cids.docx) | CR for miscellaneous cids | Po-Kai Huang | Pending | 8C | MAC |
| [1385r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1385-00-00be-cr-for-35-3-14.docx) | CR for 35.3.14 | Po-Kai Huang | Pending | 11C | MAC |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **End of MAC Queue** | | | | | |
|  |  |  |  |  | PHY |
|  |  |  |  |  | PHY |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **End of PHY Queue** | | | | | |
| R4M: Ready for Motion; Q4M: Queued for Motion (present in motion list); *Approved*: Included in the TGbe Draft.  NoM: No Consensus/Majority. Q: Quarantine, MF: Motion failed.; *W: Comment Withdrawed.* | | | | | |

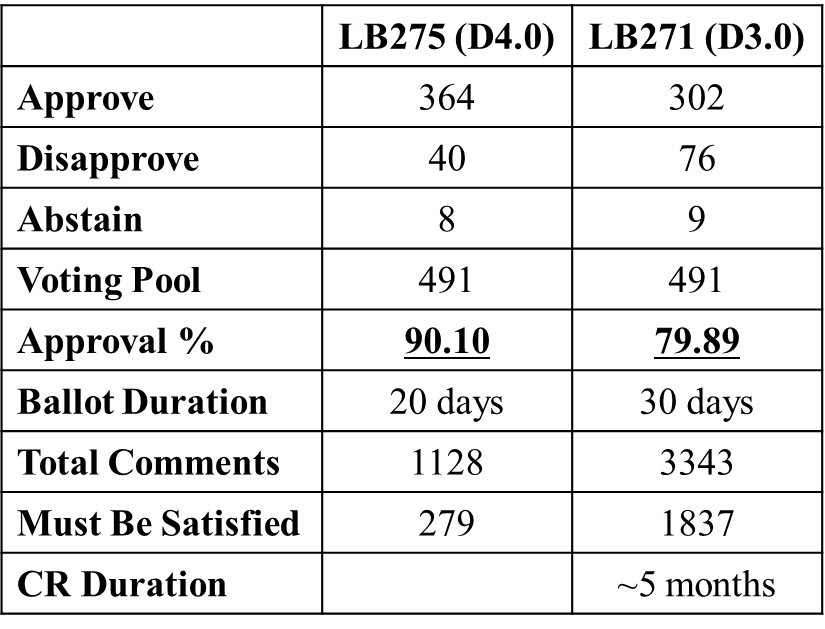
## Teleconference Agendas

### 1st Conf. Call: August 23 (10:00–12:00 ET)–JOINT

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “<Joint TGbe > conference call that you are attending.
  + If you are unable to record the attendance via [IMAT](https://imat.ieee.org/attendance) then please send an e-mail to Jason Y. Guo ([guoyuchen@huawei.com](mailto:guoyuchen@huawei.com)) and Alfred Asterjadhi ([asterjadhi@gmail.com](mailto:asterjadhi@gmail.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements: LB275 closed on August 13th, 2023 with an approval rate of ~90%.
* LB275 Results, Plan and (updated) CR Guidelines:



* + Updated CR Guidelines: [23/984r16](https://mentor.ieee.org/802.11/dcn/20/11-20-0984-16-00be-tgbe-teleconference-guidelines.docx)
* [1376r1](https://mentor.ieee.org/802.11/dcn/23/11-23-1376-00-00be-tgbe-editor-s-report-on-lb275.ppt) Editor’s Report on LB275 Edward Au
* CR Submissions:
  + [1383r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1383-00-00be-cr-for-some-subclauses-in-4-10-and-11.docx) CR for some subclauses in 4, 10, and 11 Po-Kai Huang [17C]
  + [1385r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1385-00-00be-cr-for-35-3-14.docx) CR for 35.3.14 Po-Kai Huang [11C]
  + …
* AoB:
* Adjourn

### 2nd Conf. Call: August 24 (10:00–12:00 ET)–MAC

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “TGbe <MAC/PHY/Joint> conference call that you are attending.
  + If you are unable to record the attendance via [IMAT](https://imat.ieee.org/attendance) then please send an e-mail to Liwen Chu ([liwen.chu@nxp.com](mailto:liwen.chu@nxp.com)) and Jeongki Kim ([jeongki.kim.ieee@gmail.com](mailto:jeongki.kim.ieee@gmail.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements:
* CR Submissions-Fast Track:
  + [1381r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1381-00-00be-cr-for-35-3-2-and-35-3-5.docx) CR for 35.3.2 and 35.3.5 Po-Kai Huang [21C]
  + [1382r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1382-00-00be-cr-for-13.docx) CR for 13 Po-Kai Huang [14C]
  + [1384r0](https://mentor.ieee.org/802.11/dcn/23/11-23-1384-00-00be-cr-for-miscellaneous-cids.docx) CR for miscellaneous cids Po-Kai Huang [8C]
* CR Submissions-Last 30 mins:
* AoB:
* Adjourn

### 3rd Conf. Call: August 28 (19:00–21:00 ET)–MAC

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “TGbe <MAC/PHY/Joint> conference call that you are attending.
  + If you are unable to record the attendance via [IMAT](https://imat.ieee.org/attendance) then please send an e-mail to Liwen Chu ([liwen.chu@nxp.com](mailto:liwen.chu@nxp.com)) and Jeongki Kim ([jeongki.kim.ieee@gmail.com](mailto:jeongki.kim.ieee@gmail.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements:
* CR Submissions-Fast Track:
* CR Submissions-Last 30 mins:
* AoB:
* Adjourn

### 3rd Conf. Call: August 28 (19:00–21:00 ET)–PHY

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “TGbe <MAC/PHY/Joint> conference call that you are attending.
  + If you are unable to record the attendance via IMAT then please send an e-mail to Tianyu Wu ([tianyu@apple.com](mailto:tianyu@apple.com)) and Sigurd Schelstraete ([sschelstraete@maxlinear.com](mailto:sschelstraete@maxlinear.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements:
* CR Submissions:
* AoB:
* Adjourn

### 4th Conf. Call: August 30 (10:00–12:00 ET)–MAC

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “TGbe <MAC/PHY/Joint> conference call that you are attending.
  + If you are unable to record the attendance via [IMAT](https://imat.ieee.org/attendance) then please send an e-mail to Liwen Chu ([liwen.chu@nxp.com](mailto:liwen.chu@nxp.com)) and Jeongki Kim ([jeongki.kim.ieee@gmail.com](mailto:jeongki.kim.ieee@gmail.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements:
* CR Submissions-Fast Track:
* CR Submissions-Last 30 mins:
* AoB:
* Adjourn

### 5th Conf. Call: September 06 (10:00–12:00 ET)–MAC

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “TGbe <MAC/PHY/Joint> conference call that you are attending.
  + If you are unable to record the attendance via [IMAT](https://imat.ieee.org/attendance) then please send an e-mail to Liwen Chu ([liwen.chu@nxp.com](mailto:liwen.chu@nxp.com)) and Jeongki Kim ([jeongki.kim.ieee@gmail.com](mailto:jeongki.kim.ieee@gmail.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements:
* CR Submissions-Fast Track:
* CR Submissions-Last 30 mins:
* AoB:
* Adjourn

### 6th Conf. Call: September 07 (10:00–12:00 ET)–MAC

* Call the meeting to order
* IEEE 802 and 802.11 IPR policy and procedure
  + **Patent Policy: Ways to inform IEEE:**
    - Cause an LOA to be submitted to the IEEE-SA ([patcom@ieee.org](mailto:patcom@ieee.org)); or
    - Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
    - Speak up now and respond to this Call for Potentially Essential Patents

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 WG Chair

* + **Copyright Policy: Participants are advised that**
    - IEEE SA’s copyright policy is described in [Clause 7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7) of the IEEE SA Standards Board Bylaws and [Clause 6.1](https://standards.ieee.org/about/policies/opman/sect6.html) of the IEEE SA Standards Board Operations Manual;
    - Any material submitted during standards development, whether verbal, recorded, or in written form, is a Contribution and shall comply with the IEEE SA Copyright Policy
  + **Patent, Participation, Copyright and policy related subclause:** Please refer to Patent And Procedures
* Attendance reminder.
  + Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>
  + Please record your attendance during the conference call by using the IMAT system:
    - 1) login to [imat](https://imat.ieee.org/attendance), 2) select “802.11 Telecons (<Month>)” entry, 3) select “C/LM/WG802.11 Attendance” entry, 4) click “TGbe <MAC/PHY/Joint> conference call that you are attending.
  + If you are unable to record the attendance via [IMAT](https://imat.ieee.org/attendance) then please send an e-mail to Liwen Chu ([liwen.chu@nxp.com](mailto:liwen.chu@nxp.com)) and Jeongki Kim ([jeongki.kim.ieee@gmail.com](mailto:jeongki.kim.ieee@gmail.com))
  + Please ensure that the following information is listed correctly when joining the call:
    - "[voter status] First Name Last Name (Affiliation)"
* Announcements:
* CR Submissions-Fast Track:
* CR Submissions-Last 30 mins:
* AoB:
* Adjourn

## TGbe Guidelines document

* <https://mentor.ieee.org/802.11/dcn/20/11-20-0984-13-00be-tgbe-teleconference-guidelines.docx>

===========================================================================

## Patent And Procedures

### Patent-related information

The patent policy and the procedures used to execute that policy are documented in the:

* IEEE-SA Standards Board Bylaws

(<http://standards.ieee.org/develop/policies/bylaws/sect6-7.html#6>)

* IEEE-SA Standards Board Operations Manual (<http://standards.ieee.org/develop/policies/opman/sect6.html#6.3>)

Material about the patent policy is available at <http://standards.ieee.org/about/sasb/patcom/materials.html>

**If you have questions, contact the IEEE-SA Standards Board Patent Committee Administrator at** [**patcom@ieee.org**](mailto:patcom@ieee.org)

### Participation in IEEE 802 Meetings

All participation in IEEE 802 Working Group meetings is on an individual basis

* Participants in the IEEE standards development individual process shall act based on their qualifications and experience. ([https://standards.ieee.org/develop/policies/bylaws/sb\_bylaws.pdfsection 5.2.1](https://standards.ieee.org/develop/policies/bylaws/sb_bylaws.pdfsection%205.2.1))
* IEEE 802 Working Group membership is by individual; “Working Group members shall participate in the consensus process in a manner consistent with their professional expert opinion as individuals, and not as organizational representatives”. (subclause 4.2.1 “Establishment”, of the IEEE 802 LMSC Working Group Policies and Procedures)
* Participants have an obligation to act and vote as an individual and not under the direction of any other individual or group. A Participant’s obligation to act and vote as an individual applies in all cases, regardless of any external commitments, agreements, contracts, or orders.
* Participants shall not direct the actions or votes of any other member of an IEEE 802 Working Group or retaliate against any other member for their actions or votes within IEEE 802 Working Group meetings, see <https://standards.ieee.org/develop/policies/bylaws/sb_bylaws.pdf> section 5.2.1.3 and the IEEE 802 LMSC Working Group Policies and Procedures, subclause 3.4.1 “Chair”, list item x.

By participating in IEEE 802 meetings, you accept these requirements. If you do not agree to these policies then you shall not participate.

(Latest revision of IEEE 802 LMSC Working Group Policies and Procedures: <http://www.ieee802.org/devdocs.shtml> and Participation slide: <https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-03-00EC-ieee-802-participation-slide.ppt>)

### Other guidelines for IEEE WG meetings

* All IEEE-SA standards meetings shall be conducted in compliance with all applicable laws, including antitrust and competition laws.
  + Don’t discuss the interpretation, validity, or essentiality of patents/patent claims.
  + Don’t discuss specific license rates, terms, or conditions.
    - Relative costs of different technical approaches that include relative costs of patent licensing terms March be discussed in standards development meetings.
      * Technical considerations remain the primary focus
  + Don’t discuss or engage in the fixing of product prices, allocation of customers, or division of sales markets.
  + Don’t discuss the status or substance of ongoing or threatened litigation.
  + Don’t be silent if inappropriate topics are discussed … do formally object.

---------------------------------------------------------------

For more details, see IEEE-SA Standards Board Operations Manual, clause 5.3.10 and   
Antitrust and Competition Policy: What You Need to Know at <http://standards.ieee.org/develop/policies/antitrust.pdf>

### IEEE SA Copyright Policy

By participating in this activity, you agree to comply with the IEEE Code of Ethics, all applicable laws, and all IEEE policies and procedures including, but not limited to, the IEEE SA Copyright Policy.

* Previously Published material (copyright assertion indicated) shall not be presented/submitted to the Working Group nor incorporated into a Working Group draft unless permission is granted.
* Prior to presentation or submission, you shall notify the Working Group Chair of previously Published material and should assist the Chair in obtaining copyright permission acceptable to IEEE SA.
* For material that is not previously Published, IEEE is automatically granted a license to use any material that is presented or submitted.

The IEEE SA Copyright Policy is described in the IEEE SA Standards Board Bylaws and IEEE SA Standards Board Operations Manual

* IEEE SA Copyright Policy, see   
   Clause 7 of the IEEE SA Standards Board Bylaws  
   [https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7](https://standards.ieee.org/about/policies/bylaws/sect6-7.html)  
   Clause 6.1 of the IEEE SA Standards Board Operations Manual  
   <https://standards.ieee.org/about/policies/opman/sect6.html>

IEEE SA Copyright Permission

* **Error! Hyperlink reference not valid.**[standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/permissionltrs.zip](https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/permissionltrs.zip)

IEEE SA Copyright FAQs

* <http://standards.ieee.org/faqs/copyrights.html/>

IEEE SA Best Practices for IEEE Standards Development

* **Error! Hyperlink reference not valid.**[standards.ieee.org/develop/policies/best\_practices\_for\_ieee\_standards\_development\_051215.pdf](http://standards.ieee.org/develop/policies/best_practices_for_ieee_standards_development_051215.pdf)

Distribution of Draft Standards (see 6.1.3 of the SASB Operations Manual)

* <https://standards.ieee.org/about/policies/opman/sect6.html>

==================================================

Teleconferences (and ad-hocs) are subject to applicable policies and procedures, see below.

**IEEE Code of Ethics**

<http://www.ieee.org/about/corporate/governance/p7-8.html>

**IEEE Standards Association (IEEE-SA) Affiliation FAQ**

<http://standards.ieee.org/faqs/affiliation.html>

**Antitrust and Competition Policy**

<http://standards.ieee.org/resources/antitrust-guidelines.pdf>

**Letter of Assurance Form**

[http://standards.ieee.org/develop/policies/bylaws/sect6-7.html#loa](http://standards.ieee.org/develop/policies/bylaws/sect6-7.html)

[https://development.standards.ieee.org/myproject/Public//mytools/mob/loa.pdf](http://standards.ieee.org/board/pat/pat-slideset.ppt)

**IEEE-SA Patent Committee FAQ & Patent slides**

<http://standards.ieee.org/board/pat/faq.pdf> and <http://standards.ieee.org/board/pat/pat-slideset.ppt>

**The current version of the IEEE-SA Standards Board Bylaws is available at:**

<http://standards.ieee.org/develop/policies/bylaws/sb_bylaws.pdf> (PDF version)

**The current version of the IEEE-SA Standards Board Operations Manual is available at:**

<http://standards.ieee.org/develop/policies/opman/sb_om.pdf> (PDF version)

**IEEE 802 Policies & Procedures (Approved June 2014)**

<http://standards.ieee.org/board/aud/LMSC.pdf>

**IEEE 802 Operations Manual (Approved 13 July 2018)**

<https://mentor.ieee.org/802-ec/dcn/17/ec-17-0090-22-0PNP-ieee-802-lmsc-operations-manual.pdf>

**IEEE 802 Working Group Policies & Procedures (29 July 2016)**

<http://www.ieee802.org/PNP/approved/IEEE_802_WG_PandP_v19.pdf>

**IEEE 802 LMSC Chair's Guidelines (Approved 13 July 2018)**

<https://mentor.ieee.org/802-ec/dcn/17/ec-17-0120-27-0PNP-ieee-802-lmsc-chairs-guidelines.pdf>

**Participation in IEEE 802 Meetings**

<https://mentor.ieee.org/802-ec/dcn/16/ec-16-0180-05-00EC-ieee-802-participation-slide.pptx>

**IEEE 802.11 WG Operations Manual (Approved 13 July 2018):**

<https://mentor.ieee.org/802.11/dcn/14/11-14-0629-22-0000-802-11-operations-manual.docx>