Introduction to RevCom and the RevCom Review Process

RevCom Overview

- RevCom is a standing committee of the IEEE SA Standards Board

- The role of RevCom can be found [here](#).

RevCom Review Process

- The SASB, and therefore RevCom, establishes a yearly meeting calendar that includes RevCom submission deadlines (seehttps://standards.ieee.org/about/sasb/meetings/).

- RevCom members begin their review of the material when notified by the RevCom Administrator that the submissions are complete and have been added to a RevCom meeting agenda, which occurs about 4 weeks prior to the RevCom meeting date.

- RevCom members review materials (the submittal package) to determine whether the IEEE SA standards development process was followed correctly.

  o This material is supplied by IEEE SA electronic tools (e.g., myProject), the Standards Committee (or the Standards Committee's designee), and IEEE SA staff.

  o This material includes cover letters, explanatory documents, comment files for each recirculation, the PAR, correspondence between the Standards Committee, Working Group and members of the Standards Association balloting group, and any other relevant documents.

RevCom Communication to Submitter

- Should RevCom members have questions about the submitted material, their comments are distributed to the submitter of the material, the Standards Committee's Standards Liaison, other RevCom members, and relevant IEEE SA staff through myProject.

- RevCom members may ask the submitter to clarify various items prior to a RevCom meeting. These questions and comments are distributed to the submitter of the material, the Standards Committee's Standards Liaison, other RevCom members, and relevant IEEE SA staff through myProject. Comments from RevCom members shall be responded to by a representative of the Standards Committee, Working Group or Comments Resolution Group

(CRG). Failure to respond to questions posed prior to or during the meeting may result in delay of approval.

RevCom Recommendations

- When RevCom convenes, its members collectively review the Standards Committee's submitted material, RevCom members' questions, and the Standards Committee's replies for each of the submitted projects. There may be debate on significant issues. After each project review, a vote is conducted on whether or not RevCom will forward a recommendation to approve or adopt as an IEEE standard to the Standards Board.

- Should the RevCom members not recommend approval or adoption of a draft as an IEEE standard, a remedy is proposed to the Standards Committee.

Explicit rules

IEEE SA Standards Board Operations Manual
"http://standards.ieee.org/develop/policies/opman/sect5.html"Section 5
"Standards development" currently addresses balloting in clause 5.4.3.