

IEEE P7800™ Working Group Meeting #33 Agenda
Monday, December 4, 10:30 am - noon ET (UTC-5:30) by Teleconference

1. Call to Order
2. Statement regarding recording of the meeting for minutes taking purposes only
3. Roll Call of Individuals and [Declaration of Affiliation](#), Determination of Quorum.
4. Approval of Agenda
5. Approval of the [December 2, 2024 minutes](#).
6. Introductions
7. IEEE Policies
 - a. IEEE SA [Call for 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 by providing relevant information to the WG Chair.
 - b. IEEE SA [Copyright Policy Presentation](#)

IEEE SA's copyright policy is described in Clause 7 of the IEEE SA Standards Board Bylaws and Clause 6.1 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.
 - c. IEEE SA [Individual Participation](#)

By participating in standards activities using the “individual process”, you are deemed to accept the requirements outlined in the participant behavior slides; if you are unable to satisfy these requirements then you shall immediately cease any participation.
8. Business Arising
 - a. See [Motions and Action Items Summary.docx](#) in the [Sustainability Guidelines group](#).

Review open action items at member request.
 - b. **Action item to make comments on draft with deadline:**

Since few people made comments over the holidays, discuss extending deadline for comments.

2024/12/02 The following sections are open for review and comments from the entire working group. Please comment by **December 31, 2024**, so that your feedback can be read before the next meeting.

 - i. SubGroup 1
 1. [W](#) 4.1 Knowledge Use and Acquisition D1 P7800 working copy.docx
 2. [W](#) 4.2 Transdisciplinary Teams P7800/D1 working copy.docx
 3. [W](#) Annex B Environmental and Sustainability Literacy P7800™/D1 w...
 - ii. SubGroup 2
 1. [W](#) Annex S Scenarios P7800/D1 working copy.docx
 - iii. SubGroup 3

1. [W](#) 4.8,4.9,4.10,4.11 IEEE P7800/D1 Working Copy .docx

9. Technical Presentation(s), Contribution(s) or Discussion(s)

- a. **Discuss how use cases/case studies/scenarios/examples will be used in the P7800 standard to illustrate best practices, per action item 2024/10/21** Schedule use cases/case studies/scenarios/examples discussion. Relevant documents include

1. original use cases notes with SubGroup 3's classification scheme:
[W](#) Annex H Use Cases P7800/D1 working copy.docx
2. forked version with SubGroup 2's classification scheme and more examples, [W](#) Annex S Scenarios P7800/D1 working copy.docx
3. list of case studies by chapter from IEEE Planet Positive's Strong Sustainability by Design:
[PDF](#) IEEE-SA_PP2030_SSbD__CaseStudiesByChap__2024 v1x.pdf
4. Annex C (informative) [Key Sustainability Innovations](#) (SubGroup 2)

- b. **Sub-group status reports:**

- i. Sub-Group 1: Sections 4.1-4.4, Annex B. D1 due September 30
- ii. Sub-Group 2: Sections 4.5-4.7, Annexes C-E. D1 due October 15
- iii. Sub-Group 3: Sections 4.8-4.11, Annexes F-G+.

10. Discussion of Working Group Timelines (ML and DG)

- a. Discuss status for the goal of work for D1 roll-up (to include Crosscheck of each section).
See [P7800-RoadMaps.pdf](#),
- b. **Report on External Communications (All)**

11. Report on External Communications (All)

12. Revisiting Meeting Schedule (ML)

13. Future Meetings: next meeting currently scheduled: Monday, January 27, 2025, 10:30 am – noon ET.

14. Adjourn

Appendix A

IEEE P7800™ Working Group – Subgroups and Subgroup Membership

Subgroup 1: Knowledge, Multidiscipline, Community Leadership, Social Impact: Sections 4.1-4-4, Annex B

Chair: Sue D.

Lubna

Angelo

Deborah

Li

Cam

Jennifer R

Amrita

Navid

Subgroup 2: Innovation, Metrics, Costs and Benefits: Sections 4.5-4.7, Annex C-E

Chair Daveed

Heshem

Deborah

Atsushi

Khaled

Rajesh

Sunny

Aiste

Jim S

Subgroup 3: Sustainability Principles, Circular Economy, Legal Compliance, Risk Management 4.8-4.11, Annexes F-G+

Chair: Shona

Thomas

Jennifer C

Lubna

Daniel

Angelo

Daveed

Anupam

Mark

Appendix B:

Links to be used by P7800 Working Group Members only:

[Link to shared Google Drive](#) –owned by Chair Maike Luiken, ask her to add you.

[Link to IEEE imeet P7800 Workspace](#) – ask WG officer or IEEE program manager to add you

Appendix C:

Other IEEE SA Working Groups associated with Planet Positive 2030:

- ❑ **IEEE P7801™** Recommended Practice for Technical Knowledge Commons Initiatives and Platforms: <https://standards.ieee.org/ieee/7801/11197/>
- ❑ **IEEE P7802™** Standard for Measurement and Verification of Reduction of Greenhouse Gases for Climate Action Projects and Solutions: <https://standards.ieee.org/ieee/7802/11238>
- ❑ **IEEE P7803™** Recommended Practice for Inclusive Sustainable Smart Cities: <https://standards.ieee.org/ieee/7803/11412/>
- ❑ **IEEE P3469™** Standard for an Environmental Liability Process Model for Accounting in Systems Engineering <https://standards.ieee.org/ieee/3469/11608/>