

**IEEE Computer Society Blockchain and Distributed Ledger Standards Committee****IEEE 计算机协会区块链和分布式记账技术标准委员会****Orientation and overview****总览和指导**

<https://sagroups.ieee.org/bdlsc/>

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**1.0 About 关于我们**

The IEEE Computer Society Blockchain and Distributed Ledger Standards Committee (IEEE C/BDL) manages the development of standards within the area of blockchains and distributed ledgers, including standards for relevant data formats, the development and implementation of blockchains and distributed ledger systems, and for applications of blockchains and distributed ledgers to specific sectors, industries, and processes. In operation since September 2019.

IEEE 计算机协会区块链和分布式记账技术标准委员会以主要负责指导、管理和监督区块链及分布式记账技术领域标准研制及产业推广等工作。委员会下设标准工作组，覆盖区块链相关的基础、数据、技术、应用、服务和资产等相关领域。委员会于 2019 年 9 月正式成立。

**2.0 Governing Documents 指导文件****2.1 IEEE**

- ✓ IEEE Certificate of Incorporation
- ✓ IEEE Constitution and Bylaws
- ✓ IEEE Policies
- ✓ IEEE Code of Conduct
- ✓ IEEE Code of Ethics

**2.2 IEEE SA IEEE 标准协会**

- ✓ IEEE Standards Association Operations Manual
- ✓ IEEE-SA Standards Board Bylaws
- ✓ IEEE-SA Standards Board Operations Manual
- ✓ IEEE-SA Patent Policy
- ✓ IEEE-SA Copyright Policy

**2.3 IEEE Computer Society IEEE 计算机协会**

- ✓ IEEE Computer Society (CS) Constitution
- ✓ IEEE CS Bylaws
- ✓ IEEE CS Policies and Procedures Manual (PPM)
- ✓ IEEE CS Standards Activities Board Policies and Procedures (SAB P&P)

**2.4 IEEE C/BDL**

- ✓ IEEE Computer Society Blockchain and Distributed Ledger Standards Committee Sponsor Policies and Procedures (IEEE C/BDL P&P)
- ✓ IEEE Computer Society Blockchain and Distributed Ledger Standards Committee Working Groups-Entity Method Policies and Procedures for Standards Development (IEEE C/BDL WG P&P)

### 3.0 Organization 组织架构

BDL is composed of Chairman, Vice Chairman, Steering Committee, Executive Committee, Technical Committee, Special Expert Group, Secretariat and Working Group. Among them, the members of the Council include Chairman and Vice-chairman of the Committee, Chairman and Vice-chairman of the Steering Committee, Chairman and Vice-chairman of the Executive Committee, as well as Chairman and Vice-chairman of the Technical Committee.

BDL 由主席、副主席、指导委员会、执行委员会、技术委员会、特别专家组、秘书处、工作组组成。其中，理事会成员包括委员会主席、副主席、指导委员会主席及副主席、执行委员会主席及副主席、技术委员会主席及副主席。

#### 3.1 BOG Council Composition 理事会组成

The Council consists of Chairman, Vice-chairman, the Chairman and Vice-chairman of Consulting Committee and the Chairman and Vice-chairman of Executive Committee.

The working unit of the Council acts as Secretariat.

理事会由主席、副主席、顾问委员会主席及副主席、执行委员会主席及副主席组成。

理事会日常办事机构为秘书处。

#### 3.2 Council Qualification 理事会资格

The members of Council shall admit IEEE C/BDL P&P, be able to perform director obligation and responsibility, and take on one of the positions as below:

- ✓ Chairman of IEEE C/BDL,
- ✓ Vice chairman of C/BDL,
- ✓ Chairman of Steering Committee,
- ✓ Vice-chairman of Steering Committee,
- ✓ Chairman of Technical Committee,
- ✓ Vice-chairman of Technical Committee,
- ✓ Chairman of Executive Committee,
- ✓ Vice-chairman of Executive Committee.

理事会成员应承认 IEEE C/BDLP&P 章程，能履行理事义务，承担理事责任，且担任以下职务之一：

- ✓ IEEE C/BDL 主席；
- ✓ IEEE C/BDL 副主席；
- ✓ 指导委员会主席；
- ✓ 指导委员会副主席；
- ✓ 技术委员会主席；
- ✓ 技术委员会副主席
- ✓ 执行委员会主席；
- ✓ 执行委员会副主席。

### 4.0 权利及义务 Rights and Obligation

The rights and obligation of IEEE C/BDL Council:

- ✓ To check the directions and main decisions of IEEE C/BDL,
- ✓ To supervisor and ensure...

IEEE C/BDL 理事会的权利和权利是：

- ✓ 为 IEEE C/BDL 的发展方向和重大决策把关；
- ✓ 监督和保证 IEEE C/BDL...

#### 4.1 Chair 主席

The Chair shall be appointed in accordance with the procedures of the IEEE Computer Society Standards Activities Board.  
主席的委任应遵守 IEEE 计算机协会标准活动委员会的相关流程。

The tenure of the Chair is FOUR years.  
主席的任期为四年。

The chair has one-vote veto power.  
主席拥有一票否决权。

The responsibility of the Chair shall include 主席的职责包括:

- ✓ Leading the activity according to all of the relevant policies and procedures.
  - ✓ Forming study groups, as necessary.
  - ✓ Being objective.
  - ✓ Entertaining motions, but not making motions.
  - ✓ Not biasing discussions.
  - ✓ Delegating necessary functions.
  - ✓ Ensuring that all parties have the opportunity to express their views.
  - ✓ Setting goals and deadlines and adhering to them.
  - ✓ Being knowledgeable in IEEE standards processes and parliamentary procedures and ensuring that the processes and procedures are followed.
  - ✓ Seeking consensus of the Sponsor as a means of resolving issues.
  - ✓ Prioritizing work to best serve the Sponsor and its goals.
  - ✓ Complying with the Chair's responsibility with respect to the IEEE-SA Intellectual Property Policies, including but not limited to the IEEE-SA Patent Policy (see "Patents" Clause 6 of IEEE-SA Standards Board Bylaws and "Call for patents" Clause 6.3.2 of IEEE-SA Standards Board Operations Manual) and Copyright (see "Copyright" Clause 7 of IEEE-SA Standards Board Bylaws and Clause 6.1 of the IEEE-SA Standards Board Operations Manual).
  - ✓ Submitting approved Sponsor P&P to the IEEE-SA Standards Board Audit Committee (AudCom – see <http://standards.ieee.org/board/aud/index.html>).
  - ✓ Ensuring that each Working Group has a set of P&P approved by the Sponsor. The Chair will provide the Working Group P&Ps to AudCom upon request.
  - ✓ Ensuring the submission of an annual financial report(s) for the operation of the Sponsor and all of its standards development committees (e.g., Working Groups, task groups).
  - ✓ Being familiar with training materials available through IEEE Standards Development Online.
  - ✓ Notifying IEEE SASB of any officer election/appointment, removal, and changes in status.
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- ✓ 按照相关政策及流程，领导协会开展活动；
  - ✓ 必要时组建学习小组；
  - ✓ 为委员会设定目标；
  - ✓ 制定行之有效的议案；
  - ✓ 公平公正，不偏颇；
  - ✓ 授权开通必要的功能；
  - ✓ 确认各参与方均有机会表达观点；
  - ✓ 设定目标及截止日期，并严格遵守；
  - ✓ 熟知 IEEE 标准进程及制度流程，确保成员严格遵守；
  - ✓ 寻求使主办单位达成一致意见，借此解决问题；
  - ✓ 优先为主办单位提供最优服务，努力达成目标；
  - ✓ 遵守主席应尽的责任，尊重 IEEE 标准协会知识产权政策，包括但不限于 IEEE 标准协会专利政策（详见《IEEE 标准协会之标准委员会守则》(IEEE-SA Standards Board Bylaws)“专利”项第六条、《IEEE 标准协会之标准委员会操作手册》(IEEE-SA Standards Board Operations Manual)“申请专利”项第 6.3.2 条），以及版权政策

（详见《IEEE 标准协会之标准委员会守则》“版权”项第七条、《IEEE 标准协会之标准委员会操作手册》第 6.1 条；

- ✓ 向 IEEE 标准协会标准委员会下属审计委员会提交获批的《主办单位政策及流程书》(Sponsor P&P)（审计委员会网站：<http://standards.ieee.org/board/aud/index.html>）；
- ✓ 确保每个工作组都获得一份由主办单位核准发布的《政策及流程书》。如有需求，主席应向审计委员会提交《政策及流程书》；
- ✓ 确保年度财报顺利提交，以协助主办单位及各标准委员会正常运营；
- ✓ 熟悉培训材料（可访问 IEEE Standards Development Online 查看）；
- ✓ 将成员选举、委派、除名、职位变更等信息及时上报 IEEE 标准协会标准委员会。

#### 4.2 Vice Chair 副主席

The Vice Chair shall be appointed by Chair.

副主席应由主席指派。

The tenure of the Vice-chair is FOUR years.

副主席的任期为四年。

The responsibilities of the Vice Chair shall include 副主席职责包括：

- ✓ Carrying out the Chair's duties if the Chair is temporarily unable to do so or chooses to recuse himself or herself (e.g., to give a technical opinion) or carrying out those duties specifically delegated by the Chair to the Vice-Chair.
  - ✓ Being knowledgeable in IEEE standards processes and parliamentary procedures and assisting the Chair in ensuring that the processes and procedures are followed.
  - ✓ Being familiar with training materials available through IEEE Standards Development Online.
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- ✓ 当主席暂时无法履行职责时代为履行或替补（例如涉及技术型意见），执行主席特别委任的任务；
  - ✓ 熟知 IEEE 标准进程及制度流程，确保成员严格遵守；
  - ✓ 熟悉培训材料（可访问 IEEE Standards Development Online 查看）。

#### 4.3 Secretary 秘书

The Secretary shall be appointed by Chair.

秘书由主席指派。

The responsibilities of the Secretary include 秘书职责包括：

- ✓ Scheduling meetings in coordination with the Chair and distributing a meeting notice in conformance with Clause 6.0.
  - ✓ Distributing the agenda at least 14 calendar days before the meeting—notification of the potential for action shall be included on any distributed agendas for meetings.
  - ✓ Recording minutes of each meeting according to Clause 6.4 and IEEE guidelines (see <http://standards.ieee.org/develop/policies/stdslaw.pdf>) and publishing them within 60 calendar days of the end of the meeting.
  - ✓ Creating and maintaining the membership roster, referred to in 4.7, and submitting it to the IEEE Standards Association annually.
  - ✓ Being responsible for the management and distribution of Sponsor documentation.
  - ✓ Maintaining lists of unresolved issues, action items, and assignments.
  - ✓ Recording attendance of all attendees.
  - ✓ Maintaining a current list of the names of the voting members and distributing it to the members upon request.
  - ✓ Forwarding all changes to the roster of voting members to the Chair.
  - ✓ Being familiar with training materials available through IEEE Standards Development Online.
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- ✓ 与主席协调安排会议，并按照第 6.0 条的规定分发会议通知；
  - ✓ 在会议召开前至少 14 天公布会议议程——发布的任何会议议程都应包括可能变更活动的说明；
  - ✓ 按照第 6.4 条以及 IEEE 指导手册（<http://standards.ieee.org/develop/policies/stdslaw.pdf>）为每场会议记录会议纪要，并需在会议结束后 60 个自然日内发布。
  - ✓ 创建并维护第 4.7 条中提到的成员名册，并每年将其提交给 IEEE 标准协会；

- ✓ 负责管理及分发主办单位文件；
- ✓ 维护未决问题列表、活动项目以及任务安排；
- ✓ 记录与会人员签到情况；
- ✓ 维护投票成员列表，并按要求发放给成员；
- ✓ 将投票成员的变动汇报给主席；
- ✓ 熟悉培训材料（可通过 IEEE Standards Development Online 查看）。

#### 4.4 Treasurer 会计

The Treasurer shall be appointed by Chair.

会计应由主席指派。

The responsibilities of the Treasurer include 会计的职责包括：

- ✓ Maintain a budget, if applicable.
  - ✓ Control all funds, including any into and out of the Sponsor's bank account, if applicable.
  - ✓ Follow IEEE policies concerning standards meetings and finances.
  - ✓ Ensure that the Sponsor adheres to the IEEE Finance Operations Manual and the Annual Financial Report clause in the IEEE-SA Standards Board Operations Manual.
  - ✓ Be familiar with training materials available through IEEE Standards Development Online.
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- ✓ 维护预算表；
  - ✓ 掌控所有资金，包括进出主办单位银行账户的一切资金；
  - ✓ 遵守 IEEE 有关标准会议及财务的政策；
  - ✓ 确保主办单位遵守《IEEE 财务操作守则》及《IEEE 标准协会-标准委员会运营手册》中有关年度财务报告的条款。
  - ✓ 熟悉培训材料（可通过 IEEE Standards Development Online 查看）。

#### 4.5 Chief Expert 首席专家

The invited person and time of the chief expert shall be voted by Executive Committee as appropriate.

视情况由执行委员会投票决策邀请对象和时间

The tenure of the Chief Expert is TWO years.

任期两年

#### 4.6 Consulting Committee 顾问委员会

The consulting committee consists leaders of relevant global standards or technology organizations, oversea Blockchain and IT-related experts or scholars, as well as domestic academicians or senior executives from large enterprises. They are mainly responsible for IEEE/C/BDL strategic development planning and consultation and provide support of relevant resources.

由全球各相关标准或技术组织负责人、各国家区块链和信息技术相关专家或学者，国内院士或大型企业高管担任，主要负责 IEEE/C/BDL 战略发展规划和咨询，并提供相关资源的支持。

The consulting committee shall have a director and a standing committeeman, who are nominated by Chairman, Vice-chairman or members of Executive Committee, and the executive committee shall vote on the decision.

顾问委员会设置主任和常委，由主席、副主席或执行委员会委员提名并由执行委员会投票决策。

The tenure of consulting committeeman is TWO years.

任期两年

#### 4.7 Executive Committee 执行委员会

The roles of executive committee shall be held by senior executives of domestic and foreign Blockchain enterprises, who mainly take on duties of making decisions for IEEE C/BDL major issues and providing support to IEEE C/BDL.

由国内外区块链相关企业高管担任，主要负责 IEEE/C/BDL 重大事项的决策，并对 IEEE/C/BDL 提供相关的支持。

The executive committee shall have a director and a standing committeeman, who are nominated by Chairman, Vice-chairman or members of Executive Committee, and the executive committee shall vote on the decision.

执行委员会设置主任和常委，由主席、副主席或执行委员会委员提名并由执行委员会投票决策。

The tenure of executive committeeman is TWO years.  
任期两年

**4.8 Technical committee 技术委员会**

The members of the technical committee shall include professionals from domestic and foreign Blockchain institutes, who are responsible of suggesting the way of IEEE C/BDL technology development and key contents and providing support to IEEE C/BDL.

由国内外区块链相关科研机构专家担任，主要负责 IEEE/C/BDL 的技术发展方向和重点标准内容提出建议，并对 IEEE/C/BDL 提供相关的支持。

The technical committee shall have a director and a standing committeeman, who are nominated by Chairman, Vice-chairman or members of Executive Committee, and the executive committee shall vote on the decision.

技术委员会设置主任和常委，由主席、副主席或执行委员会委员提名并由执行委员会投票决策。

The tenure of technical committeeman is TWO years.

任期两年。

**4.9 Working Group 工作组**

The Working Group shall:

- ✓ Complete the project from Project Authorization Request (PAR) approval to IEEE-SA Standards Board approval as specified by the PAR, and in compliance with IEEE-SA policies and procedures.
- ✓ Use the IEEE Standards document template format [or the applicable template for standards jointly developed with, or adopted from, another international standards organization].
- ✓ Submit to the Sponsor any documentation required by the Sponsor, for example, a project schedule or a monthly status report.及时向委员会提交相关文件，例如项目进展、月报等
- ✓ Notify the Sponsor of the draft development milestones.及时向委员会提交阶段性成果物
- ✓ Notify the Sponsor when the draft is ready to begin IEEE Standards Sponsor ballot.
- ✓ Use the IEEE-SA approved tool for Working Group meeting registration.
- ✓ Use the IEEE-SA approved tool for creation and submission of Working Group rosters.
- ✓ Use the IEEE-SA approved tool for Web hosting of Working Group information.
- ✓ Only those authorized to access and use IEEE’s data, including personal data, from IEEE systems are permitted to do so, for the purposes intended, including to support the technical development work on the standard, and only in compliance with IEEE or IEEE-SA Privacy and data privacy policies.

The Working Group shall also:

- ✓ At the time of PAR submittal, provide a rationale for the development of the standard, explaining the needs for the standard and what the standard will fulfill for industry and the general public.
- ✓ Obtain funding to cover dedicated support from the IEEE-SA, when desired, to expedite the standards development process.
- ✓ Be hosted by working group chair.工作组主席主持会议

**5.0 工作要求**

Role		Meeting	Voting	Review	Note
BOG	EB	○	√	○	连续 4 次投票中 2 次不参加则取消资格，参会及资质情况由委员会秘书统计
	TB	○	○	√	连续 4 次审查中 2 次不参加则取消资格，参会及资质情况由委员会秘书统计

Role		Meeting	Voting	Review	Note
	<b>AB</b>	○	○	○	/
<b>WG</b>	<b>Officer</b>	√	√		连续 4 次工作组会议或投票中 2 次不参加则取消资格，主席和副主席至少有一人主持会议。参会及资质情况由工作组秘书统计
	<b>Member</b>	√	√		连续 4 次工作组会议或投票中 2 次不参加则取消资格。参会及资质情况由工作组秘书统计。

## 6.0 Standard Development lifecycle 标准开发流程

### 1) Ideas 提出设想

- Call for interest 初步构想驱动
- Study Group 组建学习小组
- Industry Connections Activity 行业交流活动
- Informal WG discussion 非正式 WG 工作组讨论

### 2) Technical Board (TB) investigates potential project 技术委员会调研潜在项目

- drafts PAR if appropriate 酌情起草 PAR
- delivery comments to potential working group and executive board 向有望承担的工作组及执行委员会提交意见和建议

### 3) Review of PAR by EB and other WG Chair 执行委员会及其他工作组主席评估 PAR

- Work could be assigned to working group (approved by EB) 执行委员会或安排某工作组负责该工作
- Or study group can be transformed to new working group (approved by EB) 或，上述学习小组可能转化为新工作组（由执行委员会批准）

### 4) Forward PAR to Nescom 将 PAR 转交于 Nescom

- NesCom & Standards Board review of PAR 共同评估 PAR
- Working Group starts development of authorized project 工作组启动获批项目的开发工作

### 5) Working Group draft & working group ballot 工作组起草草案并进行投票

- Review ballot comments modify draft as needed 评审投票结果，必要时修改草案

### 6) TB reviewed and EB Ballot 技术委员会评估，执行委员会进行投票

- TB review the working group draft and delivery comments to EB 技术委员会评估工作组草案并转交予执行委员会
- WG request EB approval to forward to IEEE SA 工作组寻求执委会批准，并交予 IEEE 标准协会
- WG review ballot comments and modify draft as needed. 工作组评估投票结果，必要时修改草案

### 7) IEEE-SA Sponsor Ballot IEEE 标准协会主办单位投票

- WG review ballot comments and modify draft as needed. 工作组评估投票结果，必要时修改草案

### 8) Request EB approval to forward to RevCom 寻求执委会批准，以交予 RevCom

### 9) RevCom approval recommendation RevCom 批准提议

### 10) SASB approval of submitted draft SASB 批准报送草案

**11) Prepare for publication 准备发布****12) Published standard 发布标准****13) Maintaining 维护标准**

- Keep the standard current by producing amendments and corrigenda 适时修订及勘误，以保持标准的先进性
- Renew the standard by creating revisions (incorporating prior amendments and corrigenda) 通过编写修订版本，适时更新标准（整合吸收此前的修改及勘误）
- When the standard is out of date, withdraw it. 若标准已过时，则予以撤销

**7.0 Activity operation 活动举办**

- 1) IEEE C/BDL plenum shall be held annually by every WG in turns. IEEE/C/BDL 全会，每年一次，工作组轮流承办
  - i. Standard Plenum: all WG chairmen shall take part. 标准全会：所有工作组主席参加
  - ii. Committeeman Plenum: all commissioners and WG chairmen shall take part. 委员年会：所有委员及工作组主席参加
- 2) WG meetings: shall be held at least TWO times annually, where all parties related must show up, and the meeting costs shall be undertaken by WGs. 工作组会议：每年至少 2 次以上，相关角色必须到场，经费由工作组承担
- 3) Activity Propaganda: The internal promotion in WGs shall be arranged by the Chairman. If the use of IEEE C/BDL brand gets involved or support is necessary, WGs can submit the proposal to the Secretariat who will handle it according to the practical situation. The overall promotion scheme of IEEE C/BDL shall be proposed by the relevant WG and be implemented after the decision of the Executive Committee. 活动推广：工作组内部推广由主席安排，涉及到使用 IEEE/C/BDL 品牌或需要支持，可以向秘书处提交方案，秘书处根据实际情况处理。IEEE/C/BDL 整体推广由相关组提出整体推广方案，由执行委员会决策后执行。

**8.0 Budget management 预算管理****8.1 Funds Resources 来源**

- 1) WG donation before every activity 每次活动前工作组捐赠
- 2) Attendance fees 参会费
- 3) Annual donation from the entities of the WG chairmen 工作组主席所在机构年度捐赠

**8.2 Management Methods 管理方法**

- 1) Proprietary accounts 专有账户
- 2) Before each major meeting, the Secretariat shall budget the scope and the authority of funds, after which the Executive Committee shall review and vote to make decision. After completion, the Secretariat shall calculate the final result of expenditure and submit to the Executive Committee. The Executive Committee votes for final decision. 使用范围和权限，每次大型会议前秘书处预算，执行委员会审核并投票决策。完成后秘书处统计最终支出结果，并向执行委员会提交会议决算，执行委员会投票决策。



**Annex 1: Standard development Stage Code**

BDL= IEEE Computer Society Blockchain and Distributed Ledger Standard Committee						
TC = Technical Committee      EC = Executive Committee      WG = Working Group						
IEEE SA = IEEE Standard Association    NesCom = New Standards Committee      RevCom = Standards Review Committee						
PAR = Project Allocation Request      P&P = Policy and Procedure						
阶段	文件阶段名称	子阶段			执行条件	
		01 开始	02 执行	03 结束	废止	继续执行
<b>A-预备阶段</b>	Draft PAR	申请人发起立项申请, 填写 IEEE 标准项目分配请求书 (PAR)	1) 申请人提交 PAR 至 BDL 秘书处; 2) BDL TC 审核 PAR, 并给出技术建议或修改建议; 3) BDL EC 依据技术建议投票审议	BDL 秘书处完成: 1) 分配标准立项号; 2) 新建或分配标准工作组; 3) 指认标准工作组主席	条件: BDL EC 投票结果为: 不通过; 结果: 返回 A01 阶段	条件: BDL EC 投票结果为: 通过; 结果: 进入 B01 阶段
<b>B-立项阶段</b>	Draft PAR	申请人提交 PAR 至 IEEE MyProject 系统	IEEE SA NesCom 投票审议	NesCom 完成立项审议, 并发布会议决议	条件: NesCom 投票结果为: 不通过; 结果: 返回 A01 阶段	条件: NesCom 投票结果为: 通过; 结果: 进入 C01 阶段
<b>C-启动阶段</b>	PAR	申请人组织召开项目启动会	1) 招募工作组成员, 组建工作组; 2) 选举工作组副主席、秘书、会计等工作组人员; 3) 制定并审议通过工作组 P&P 4) 提交会议记录至 BDL	完成工作组组建	/	条件: 完成工作组组建; 结果: 进入 D01 阶段

BDL= IEEE Computer Society Blockchain and Distributed Ledger Standard Committee  
 TC = Technical Committee      EC = Executive Committee      WG = Working Group  
 IEEE SA = IEEE Standard Association    NesCom = New Standards Committee    RevCom = Standards Review Committee  
 PAR = Project Allocation Request    P&P = Policy and Procedure

阶段	文件阶段名称	子阶段			执行条件	
		01 开始	02 执行	03 结束	废止	继续执行
			存档			
<b>D-起草阶段</b>	工作组草案 V0.1- V0.5	WG 召开线上或线下工作组会议	1) WG 编写标准工作组草案 2) WG 提交工作月报、会议通知、会议记录至 BDL 存档  此阶段可分为： 1) 对象/范围-V0.1 2) 思路/框架-V0.2 3) 首次合搞-V0.3 4) 多次合稿-V0.4 5) 工作组草案-V0.5	WG 投票	条件：WG 投票结果为：不通过； 结果：返回 D02 阶段	条件：WG 投票结果为：通过； 结果：进入 E01 阶段
<b>E-送审阶段</b>	送审稿 V-0.6	WG 提交标准工作组草案至 BDL	1) BDL TC 审核，并给出技术建议或修改建议；  3) BDL EC 依据技术建议投票审议	BDL 投票	条件：BDL 投票结果为：不通过； 结果：返回 D02 阶段	条件：BDL 投票结果为：通过； 结果：进入 F01 阶段
<b>F-征求意见阶段</b>	征求意见	WG 提交征求意见稿及过程文档至 IEEE	1) IEEE SA 组织标准公示	外部专家投票	条件：外部专家投票结	条件：外部专家投票结

BDL= IEEE Computer Society Blockchain and Distributed Ledger Standard Committe  
 TC = Technical Committee      EC = Executive Committee      WG = Working Group  
 IEEE SA = IEEE Standard Association    NesCom = New Standards Committee      RevCom = Standards Review Committee  
 PAR = Project Allocation Request      P&P = Policy and Procedure

阶段	文件阶段名称	子阶段			执行条件	
		01 开始	02 执行	03 结束	废止	继续执行
段	稿 V-0.7	MyProject 系统	2) IEEE SA 组织征求意见		果为：不通过； 结果：返回 D02 阶段	果为：通过； 结果：进入 G01 阶段
<b>G-报批阶段</b>	报批稿 V-0.8	IEEE SA 发起报批流程	IEEE SA RevCom 进行合规性审查	RevCom 投票	条件：RevCom 投票结果为：不通过； 结果：返回 D02 阶段	条件：RevCom 投票结果为：通过； 结果：进入 H01 阶段
<b>H-发布阶段</b>	发布稿 V-1.0	IEEE SA 发起发布流程	IEEE SA 编辑对标准进行非技术性文本编辑	标准发布	/	/

**Annex 2: Working Group Monthly Report Template**

<b>Project:</b>		<b>Stage:</b> (阶段+版本)	
<b>Chair:    Vice Chair:    Secretary:    other officers:</b>			
本月工作内容			
下一次工作组会议计划			
BDL 工作提案			
备注			
<b>Voting Member</b>	姓名	单位	联系方式
<b>Non-Voting Member</b>			
<b>Observer</b>			

**Annex 3: Executive Committee’s recommendation Template**

Executive Committee’s recommendation for PARs under consideration from **MONTH, YEAR** to **MONTH, YEAR**

Society / Sponsor: IEEE Computer Society/Blockchain and Distributed Ledgers (C/BDL)

No.	Identification of document	Reviewers	Review date	Ballot	Recommendation
1	XXXXX	XXX XXX	Month, Date, Year	Approved/Unapproved	This is a comment from EB
2					
3					

**Note: XXX, XXXX, XXX, ... abstain.**

**Annex 4: Technical Committee’s recommendation Template**

Technical Committee’s recommendation for PARs under consideration from **MONTH, YEAR** to **MONTH, YEAR**

Society / Sponsor: IEEE Computer Society/Blockchain and Distributed Ledgers (C/BDL)

No.	Identification of document	Reviewers:	Review date	Recommendation	Reply from potential WG
1	XXXXXXXX	XXX XXX	Month, Date, Year	This is a comment from TB.	This is a reply from WG.
2					
3					

**Note: XXX, XXXX, XXX, ... abstain.**

**Annex 5: PAR for a New IEEE Standard****Section 1****1.1 Assigned Project Number:**

If left blank, a project number will be assigned by the NesCom Administrator when your PAR is received. Please contact the NesCom Administrator for any questions about a specific project number.

**1.2 Type of Document: *Standard, Recommended Practice, or Guide***

Standards, Guides and Recommended Practices are generically referred to as IEEE Standards.

**Standards** are documents with mandatory requirements. Standards are generally characterized by the use of the verb “shall.”

**Recommended Practices** are documents in which procedures and positions preferred by the IEEE are presented. Recommended practices are generally characterized by the use of the verb “should.”

**Guides** are documents in which alternative approaches to good practice are suggested, but no clear-cut recommendations are made. Guides are generally categorized by the use of the verb “may.”

**1.3 Life Cycle: *Full Use or Trial Use***

A standard can be designated full-use or trial-use.

A standard can be designated as **trial-use** when a draft satisfies the criteria of the standards-developing group (i.e., subcommittee or working group), but needs input from a very broad constituency. This is a preferred alternative to the widespread distribution of unapproved drafts. Such a draft requires a letter ballot of the sponsor and approval by the IEEE-SA Standards Board as a trial-use standard. Trial-use standards are effective for no more than two years from the date of publication. If no comments are received during the trial period, the standard is subject to adoption as a full-use standard upon receipt of written recommendation from the sponsor and approval by the IEEE-SA Standards Board.

**Section 2****2.1 Project Title:**

The title shall not contain the acronym “IEEE.” This is added to the title when the standard publishes. All other acronyms shall be spelled out in the title. Typically titles begin with “Standard for...”, “Guide for...” or “Recommended Practice for...”

If a general term is used to represent ranges (e.g. high, medium, low) within the title, scope or purpose, numerically define such ranges where they first appear (title, scope or purpose as applicable).

**Section 3****3.1 Working Group:** (auto-filled)**3.2 Sponsoring Society and Committee:** (auto-filled)

[A listing of Sponsor P&Ps and Sponsor Scopes is available at <https://development.standards.ieee.org/pub/view-sponsor-pnps>]

**3.3 Joint Sponsor:** (chosen from drop down menu)

If you are not adding a joint sponsor to this project, you may leave this field blank.

**Section 4****4.1 Sponsor Balloting Information: *Individual or Entity***

Is the balloting group for this standard expected to be composed of **individuals** or **Entities** (persons representing corporations/government bodies, institutions or SDO's)? See Section 5.4.1 in the IEEE Standards Board Operations Manual for further explanation.

**4.2 Expected Date of Submission of Draft to the IEEE-SA for Initial Sponsor Ballot**

**Month:**                      **Year:**

Additional communication and input from other organizations or other IEEE Standards Sponsors should be encouraged through participation in the working group or the invitation pool prior to Sponsor Ballot.

**4.3 Projected Completion Date for Submittal to RevCom**

**Month:**                      **Year:**

Enter the date the draft standard is planned to be submitted to RevCom for processing (not to exceed four years from the date of PAR submission). **It is suggested to allow at least six months after Initial Sponsor Ballot for the ballot process.** Cutoff dates for submitting draft standards to RevCom are generally in February, May, August, and October. Check the appropriate calendars for the specific dates as the draft matures. Use a best guess estimate for the PAR.

**Section 5****5.1 Approximate number of people expected to be actively involved in the development of this project:**

This includes Working Group members, additional non-voting participants, etc.

**5.2 Scope of the proposed standard:**

The Scope should appear as it will in the draft standard. The Scope stated on the PAR shall be written in present tense, in complete sentences, and with proper grammar as it is intended to appear in the published standard. All acronyms shall be spelled out at first use. The title and (if appropriate) date of any document referenced in the Scope shall be listed in the Additional Explanatory Notes field at the end of this PAR form.

**5.3 Is the completion of this standard contingent upon the completion of another standard? Yes or No**

**If yes, explain:**

Your explanation should include how the standard is dependent upon the completion of another standard. Also, if applicable, explain why a PAR request is being submitted if the standard currently under development is not yet complete. The title and number of the standard which this project is contingent upon shall be included in the explanation.

**5.4 Will this document contain a Purpose clause? Yes or No**

**If yes, enter the purpose of the proposed standard:**

A purpose statement is encourage but not mandatory. If the document will not include a purpose statement choose "No" and leave the purpose field blank.



The purpose stated on the PAR shall be written in present tense, in complete sentences, and with proper grammar as it is intended to appear in the published standard. The title and (if appropriate) date of any document referenced in the Purpose shall be listed in the Additional Explanatory Notes field at the end of the PAR form.

### 5.5 Need for the project:

The need for the project details the specific problem that the standard will resolve and the benefit that users will gain by the publication of the standard. The need statement should be brief, no longer than a few sentences.

### 5.6 Stakeholders for the standard:

The stakeholders (e.g., telecom, medical, environmental) for the standard consist of any parties that have an interest in or may be impacted by the development of the standard.

## Section 6

### 6.1 Intellectual Property:

#### A. Is the Sponsor aware of any copyright permissions needed for this project? *Yes or No*

##### If yes, please explain below:

If the proposed standard uses copyrighted material, copyright releases must be obtained by the working group and shall be included in the final package submitted to the IEEE-SA Standards Board. Additionally, remember that during development of your approved project, the proper IEEE copyright notices must be maintained on all drafts.

#### B. Is the Sponsor aware of possible registration activity related to this project? *Yes or No*

##### If YES, please explain below:

The IEEE Registration Authority Committee (RAC) is a mandatory coordination body. A YES answer to this question provides early notification that RAC mandatory coordination will occur during Sponsor ballot. Working groups are welcome to engage the RAC if appropriate earlier in the project.

If the proposed standard requires (or is expected to require) the unique identification of objects or numbers for use in industry, the project has registration activity. This does not cover things like code points defined within the standard.

A YES answer with brief explanation is appropriate if:

1. The proposed standard creates a new registry.
2. The proposed standard includes new use of an existing registry (whether IEEE RA or other registry authority). An existing IEEE registry example would be use of an Organizationally Unique Identifier (OUI). An explanation of a new registration activity should be supplied on the PAR. Please visit the IEEE Registration Authority website (<http://standards.ieee.org/develop/regauth/>) for additional information regarding existing registries.
3. When RAC review of previously reviewed text is appropriate to assure terminology and descriptions of usage are current.

A NO answer is appropriate:

1. When the project has no registration activity.

2. When a project modifying an existing standard with registration activity will not be adding new text nor modifying existing registration activity text previously reviewed by the IEEE Registration Authority (e.g., corrigendum on non-registry content). Please briefly explain why RAC review is not required.

Please note that the RAC may request mandatory coordination on any project, independent of the answer to this question.

### Section 7

#### 7.1 Are there other standards or projects with a similar scope? *Yes or No*

Identify any standard(s) or project(s) of similar scope(s), both within or outside of the IEEE, and explain the need for an additional standard in this area.

**Sponsor Organization:**

**Project/Standard Number:**

**Project/Standard Date:**

**Project/Standard Title:**

Information from 7.2 – 7.4 is captured for potential follow up and coordination but will not appear on the final PAR view.

#### 7.2 Joint Development - Is it the intent to develop this document jointly with another organization? *Yes or No*

If this document will be developed jointly with another organization, your IEEE-SA Staff Liaison must be made aware of this prior to final approval of the document by the IEEE-SA Standards Board [RevCom].

**If yes, please indicate the organization, technical committee name/number and contact person within external organization**

**Organization:**

**Technical Committee Name:**

**Technical Committee Number:**

**Contact Name:**

**Phone:**

**Email:**

#### 7.3 International Standards Activities

- A. **Adoptions - Is there potential for this standard to be adopted by another organization?:** *Yes or No*

If this document is to be adopted by another organization, the document must be adopted intact (whole and unmodified) and the requested contact persons entered on the submittal form. For information about adoptions, contact your IEEE-SA Staff Liaison.

If yes, please indicate the organization, technical committee name/number and contact person within external organization

Organization:

Technical Committee Name:

Technical Committee Number:

Contact Name:

Phone:

Email:

- B. Harmonization - Are you aware of another organization that may be interested in portions of this document in their standardization development efforts?**

If yes, please indicate the organization, technical committee name/number and contact person within external organization

Organization:

Technical Committee Name:

Technical Committee Number:

Contact Name:

Phone:

Email:

- 7.4 Does the sponsor foresee a longer term need for testing and/or certification services to assure conformity to the standard? *Yes or No***

**Additionally, is it anticipated that testing methodologies will be specified in the standard to assure consistency in evaluating conformance to the criteria specified in the standard? *Yes or No***

## **Section 8**

- 8.1 Additional Explanatory Notes:**

Include the Item # in front of each explanation to distinguish which PAR field it is referring to.

If there is any further information that may assist NesCom in recommending approval for this project, include this information here. The title of any documents referenced in the PAR should be listed here.

- 8.2 IEEE Code of Ethics**

The PAR will not be accepted if the box below is not checked.

**I acknowledge that I have read and I understand the IEEE Code of Ethics**

**I agree to conduct myself in a manner that adheres to the IEEE Code of Ethics when engaged in official IEEE busi**