

## IEEE 802/IEEE-SA International Program Communications Plan

This communications plan is between IEEE 802 and the IEEE-SA and has been developed to assist in the exchange of information between IEEE 802 and IEEE-SA

The following contacts have been identified for each organization:

IEEE 802 contact – David Law

IEEE-SA International Program contact – Jodi Haasz

### Exchange of Information between IEEE 802 and IEEE-SA International Program

The exchange of information between IEEE 802 will take place via the following channels. Any documents that need to be distributed to the IEEE 802 EC will be posted to the IEEE 802 EC mentor site (under International Activities) and the URL provided.

#### 1) *Communication with the IEEE 802 EC at IEEE 802 Plenary Sessions*

At every IEEE 802 Opening EC, the IEEE-SA International Program contact will provide a brief update on the IEEE-SA International Program. This update will include the following:

- a. Activities being coordinated between the IEEE-SA International Program and IEEE 802
- b. Upcoming IEEE-SA outreach plans (items of possible interest to IEEE 802)
- c. Agreements that may impact IEEE 802
- d. International research related to IEEE 802
- e. An aggregate of information identified by IEEE 802 EC members under Item #2 (below) received by the IEEE-SA International Program contact
- f. Any other additional information

Based upon the exchange, additional discussions may be scheduled during the week of the plenary session, during an interim EC teleconference or by other teleconference as needed.

#### 2) *Communication with the IEEE 802 EC outside of IEEE 802 Plenary Sessions*

Any information that needs to be communicated by the IEEE-SA International Program contact to the IEEE 802 EC outside of IEEE 802 Plenary Sessions will be communicated via the IEEE 802 EC reflector.

The IEEE-SA International Program contact will be responsible for soliciting any information related to the IEEE-SA International Program from the IEEE 802 EC members one month prior to each Plenary Session in order to enable two-way communication. Examples of information that should be provided are as follows:

- IEEE 802 Interim Sessions
  - o Location
  - o Number of new individual attendees from that region
- Discussions with organizations that may impact IEEE 802 directly and/or IEEE-SA
  - o National regulatory bodies/agencies
  - o National SDOs (e.g., DIN, BSI, IPQ, ANSI, etc.)
  - o Regional SDOs (e.g., CEN, ETSI, etc.)
  - o Global SDOs (e.g., IETF, W3C, ITU, etc.)
- Liaison reports from other organizations

Members of the IEEE 802 EC will provide this information via the IEEE 802 EC reflector to the IEEE-SA International Program contact. The IEEE-SA International Program contact will aggregate and report on this information at each IEEE 802 Plenary Session.

### 3) *Communication with IEEE 802 EC Members*

There will be times when the IEEE-SA International Program contact will correspond directly with an IEEE 802 EC member(s) on matters directly related to the IEEE-SA International Program. Such correspondence (if of a significant nature) will be included in the IEEE-SA International Program contact's report to the IEEE 802 EC (this may be either during the IEEE 802 Plenary or via the IEEE 802 EC reflector, such determination to be made by the IEEE-SA International Program contact).

### 4) *IEEE 802 Liaisons to Other Organizations*

Compiling and maintaining a list of IEEE 802 liaisons to other organizations is an important component of this communications plan. In IEEE 802, a liaison is defined as "a designated individual who provides liaison with other working groups or standards bodies." Having this list will enable the IEEE-SA to be aware of any relationships that already exist during consideration of an agreement with any organization in which IEEE 802 may have an interest.

#### Compilation of the Initial List

The initial list of IEEE 802 liaisons will be compiled by the IEEE-SA International Program contact, based on information provided by the IEEE 802 EC members. The list will be prepared and presented to the IEEE 802 EC for review. Any changes shall be communicated to the IEEE-SA International Program contact by the relevant IEEE 802 EC member.