



Dear 802.20 Member:

As you may know, the Standards Board has recently announced a plan to put the 802.20 working group back on task. One important component of the plan is a clarification and tightening of the requirement for each member's disclosure of affiliations. An individual is deemed "affiliated" with any individual or entity that has been or will be financially or materially supporting that individual's participation in 802.20. This includes but is not limited to a member's employer and any individual or entity that has or will either directly or indirectly requested, paid for, or otherwise sponsored a member's participation. With this definition it is possible that an individual may have *multiple* affiliations.

For compliance with Standards Board requirements, the 802 Executive Committee is now requesting that every member of the 802.20 working group complete a disclosure of affiliation form in connection with the November plenary session. (You must also update this form in advance of subsequent meetings.) Please note that in addition to disclosing every entity with which you are affiliated, you must also disclose the "ultimate parent entity" of such entities. The 802 EC also requests that a URL be provided for employer, affiliation and ultimate parent entity where one exists.

The ultimate parent entity is an entity that directly or indirectly, through one or more intermediaries, controls the entity identified as the individual's affiliation. For the purposes of this definition, the term "control" and its derivatives, with respect to for-profit entities, means the legal, beneficial or equitable ownership, directly or indirectly, of more than fifty percent (50%) of the capital stock (or other ownership interest, if not a corporation) of an entity ordinarily having voting rights. "Control" and its derivatives, with respect to non-profit entities, means the power to elect or appoint more than fifty percent (50%) of the Board of Directors of an entity. If you do not have this information, it is your obligation to obtain it.

Please be aware this requested declaration will be made public; and ongoing that the public minutes of each 802.20 meeting will record a list of attendees and the disclosed affiliation of each attendee.

A meeting attendee who fails to disclose his or her affiliation will not accrue any 802.20 membership rights, including credit towards maintaining or acquiring voting rights, until such disclosures have been made. Failure to disclose affiliation, or materially false or misleading disclosure of affiliation, will result in loss of 802.20 membership privileges and may also result in loss of other participation privileges within the IEEE-SA both for the individual failing to disclose and for other individuals who share that affiliation.

Please note that you are not excused from compliance with this policy by reason of any claim of a conflicting obligation (whether contractual or otherwise) that prohibits disclosure of affiliation. If you are under contract not to disclose your affiliation, you must either get a waiver

of that requirement or lose 802.20 voting member privileges. Submitting a form without full disclosure will be considered false and misleading.

The 802.20 Working Group remains individual-based, but under the circumstances, more transparency is particularly important. We look forward to your compliance with this policy. Accordingly, please fill out the attached 'affiliations disclosure' form and mail it to matthew.sherman@baesystems.com for collection at your first opportunity, but in any case no later than November 1, 2006. An example of possible disclosures is also provided. This action is required in addition to the normal registration process. Data will be reviewed for completeness, and compiled for distribution prior to the November Plenary meeting.

Very truly yours,

Matthew Sherman

1st Vice Chair, IEEE 802

(On behalf of the IEEE 802 Executive Committee)