The following flowcharts were prepared in the IEEE-SA Standards Board (SASB) Reaffirmations Ad Hoc as a non-normative illustration of the proposal being presented for SASB approval. 2 pages are included:
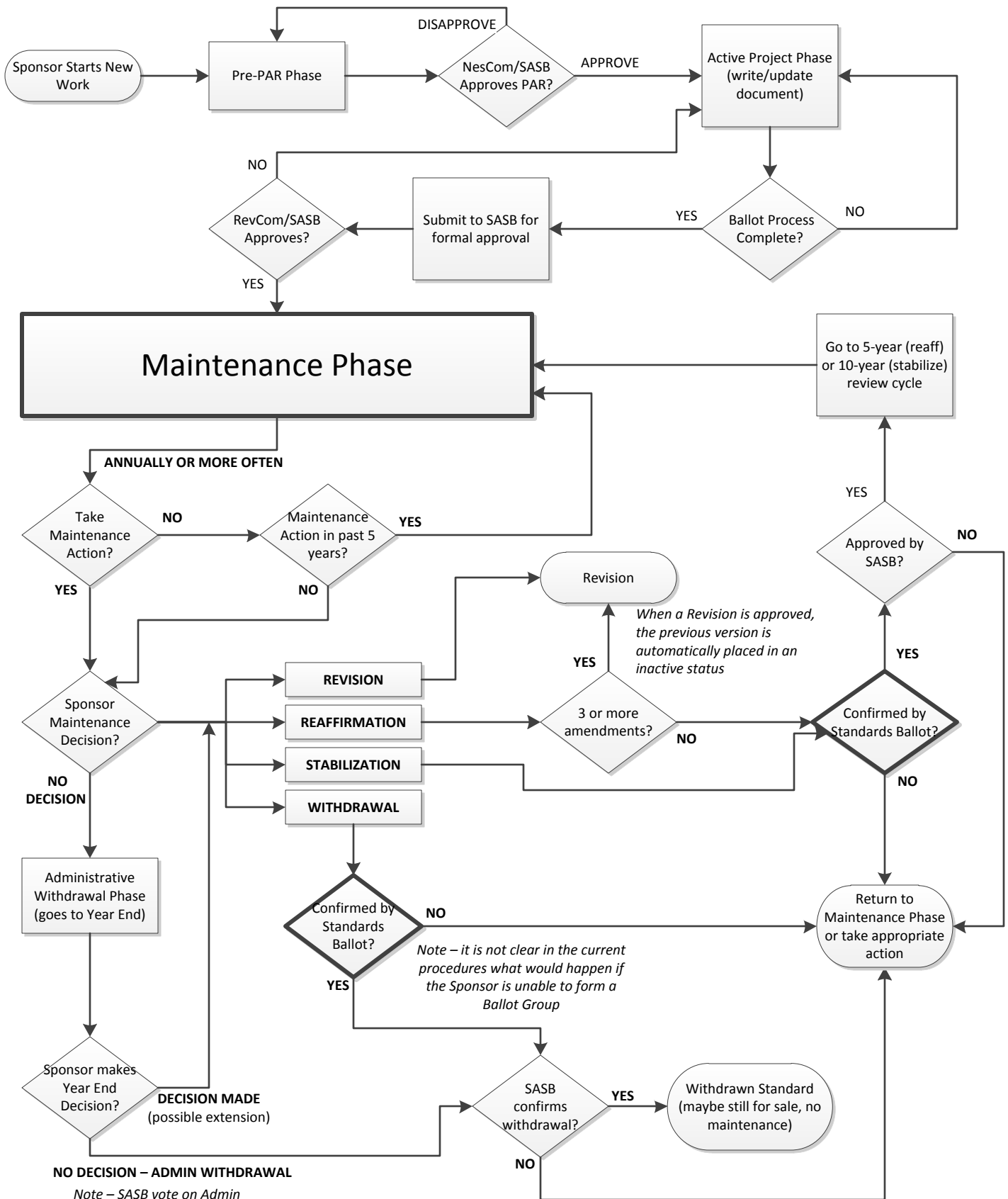
- The <u>current</u> maintenance process as described in the SASB Operations Manual Section 9. This process describes 4 fundamental maintenance actions: Revision, Reaffirmation, Stabilization and Withdrawal. Maintenance actions must be considered every 5 years (10 years if stabilized), and the SASB can take an "Administrative Withdrawal" action to withdraw a standard in certain cases.

- A <u>revision</u> of the maintenance process which <u>eliminates</u> the Reaffirmation and Stabilization actions, and asks that a Sponsor either complete a Revision action or move the Standard to an inactive status within 10 years. The SASB would be able to take an administrative action to move the standard to an inactive status if the Sponsor does nothing by the 10-year mark. The normal ballot process would be used to confirm the request to withdraw the standard before it is sent to RevCom/SASB.

ProCom has approved the Bylaws/OpsMan changes to implement this proposal, and SASB has approved the general concept. Following an open comment period for Sponsors (to 2/28/2011), SASB will consider approval of the Bylaws/OpsMan changes. As IEEE-SA Board of Governor approval and education/transition must happen, the implementation date may be 1/1/2012. Implementation/transition comments/questions are appropriate now to insure they are addressed in the coming months.

Maintenance of IEEE Standards (SASB OpsMan Section 9)

Sponsor Starts New Work

Pre-PAR Phase

NesCom/SASB Approves PAR?
- DISAPPROVE
- APPROVE

Active Project Phase (write/update document)

Ballot Process Complete?
- YES
- NO

Submit to SASB for formal approval

RevCom/SASB Approves?
- NO
- YES

Maintenance Phase

Go to 5-year (reaff) or 10-year (stabilize) review cycle

ANNUALLY OR MORE OFTEN

Take Maintenance Action?
- NO
- YES

Maintenance Action in past 5 years?
- YES
- NO

Revision

When a Revision is approved, the previous version is automatically placed in an inactive status

Approved by SASB?
- YES
- NO

Sponsor Maintenance Decision?
- NO DECISION

REVISION

REAFFIRMATION

STABILIZATION

WITHDRAWAL

3 or more amendments?
- YES
- NO

Confirmed by Standards Ballot?
- YES
- NO

Administrative Withdrawal Phase (goes to Year End)

Confirmed by Standards Ballot?
- NO
- YES

Note – it is not clear in the current procedures what would happen if the Sponsor is unable to form a Ballot Group

Return to Maintenance Phase or take appropriate action

Sponsor makes Year End Decision?

DECISION MADE (possible extension)

SASB confirms withdrawal?
- YES
- NO

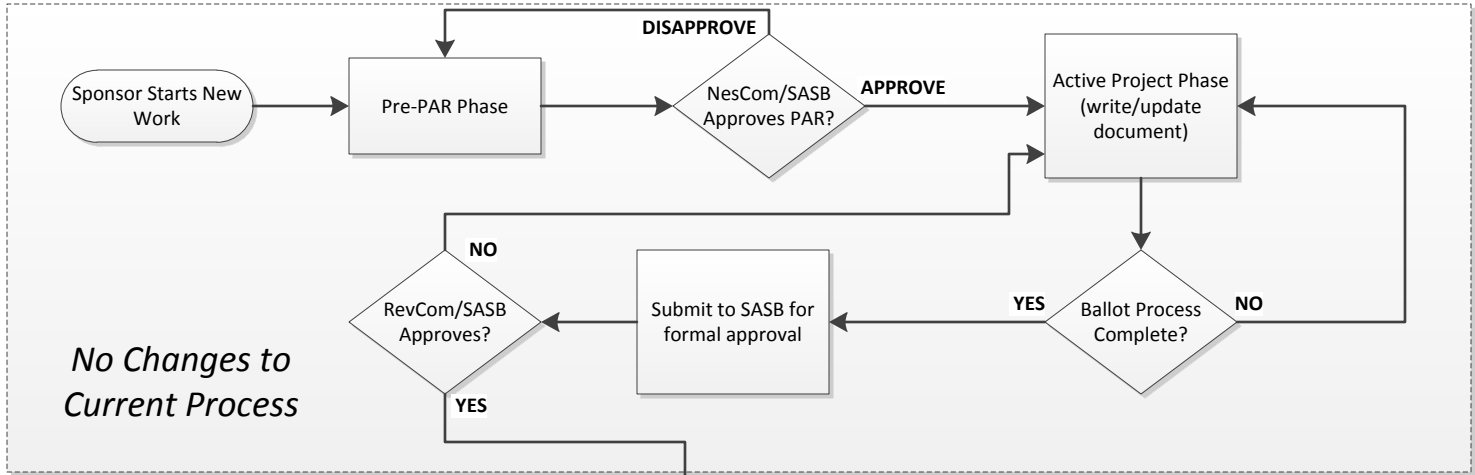Withdrawn Standard (maybe still for sale, no maintenance)

NO DECISION – ADMIN WITHDRAWAL

Note – SASB vote on Admin Withdrawal must have 50% return and 100% approval

Note 1 – some details omitted – see SASB OpsMan Section 9 for other minor points
Note 2 – "Confirmed by Standards Ballot" means to use the "Standards Ballot by the Sponsor" procedure found in SASB OpsMan Section 5.4

Proposed Revision of Maintenance Phase

No Changes to Current Process

Sponsor Starts New Work → Pre-PAR Phase → NesCom/SASB Approves PAR?

DISAPPROVE

APPROVE → Active Project Phase (write/update document)

Ballot Process Complete? — **NO** (loops back to Active Project Phase) — **YES** → Submit to SASB for formal approval

RevCom/SASB Approves? — **NO** (loops back to Active Project Phase) — **YES** ↓

Maintenance Phase

(Revision or "Make Inactive" Decision could happen at any time)

← Wait one more year ← Staff may file for ANSI Extension as needed

NOTE – There is NO "Reaffirmation" or "Stabilization" decision or process in this model

At START of year, Staff prepares list of ALL standards for Annual Sponsor review

Sponsor Decision: Revise, Make Inactive or Take No Action?

REVISE → Revision

- *During Revision, the current version remains in Maintenance until the Revision is approved, and then the prior version is made inactive.*
- *A Revision which updated the standard's ":year" designation would satisfy the need for action every 10 years.*
- *The "3 Amendment" rule is not modified.*

NO ACTION BY SPONSOR
(Including cases where Sponsor cannot form a ballot pool)

10 yrs passed without Revision? — NO (loops up) — **YES** ↓

MOVE TO INACTIVE STATUS
(This is infrequent)

In December, Staff will propose for administrative action as a **Reserved Standard**

Confirmed by Standards Ballot? — **NO** → (to SASB must decide...) — **YES** ↓

- *SASB Consent Agenda*
- *Affirmative votes by at least 75% of the voting members present at the time of the vote, if a quorum is present.*

RevCom/SASB Approves Move? — **NO** → SASB must decide appropriate action, but Standard remains Active ← **NO** — RevCom/SASB Approves Move?

YES ↓ → Withdrawn Standard

YES ↓ → Reserved Standard

These are NOT American National Standards (ANS) because they are INACTIVE and not being maintained