

SC-3 WG 3.4 Meeting Minutes April 7, 2022 22-02 Web Conference

1. Call to Order and Introduction

WG 3.4 Chair, Rebecca Steinman, called the meeting to order at 11:01 AM EST.

2. Roll Call

Meeting attendees are as listed in Attachment 1.

3. IEEE Policy Statement Review

The following IEEE-SA Policy reminders were shared:

- Copyright Policy
- License rates, terms or conditions
- Fixing of product prices
- Allocation of customers
- Division of sales markets
- The status or substance of ongoing or threatened litigation
- Patent Policy

4. Old Business

- PAR has been approved in March NESCom with minor comments, available on iMeet.
- Rebecca was to reach out to NEI and Owners Group regarding 1205-2014 endorsement.
- George Kyle completed review of the P1205 for accurately representing the previous version
- Comment tracking tool – haven't discussed that with Rebecca yet. ACTION – spreadsheet!
- Has anyone considered forming a sub-committee to confirm the bibliography? Postpone
- Christian – is there a standard list of acronyms or perhaps some recent examples? None available, use the ones in THIS standard.
- Everyone review Sections 1.0 Overview, 2.0 Normative References, and 3.0 Definitions, acronyms and abbreviations? Steve Graham noted the need for certain portions of scope and purpose must be a word for word match with the PAR

5. iMeet

- Make sure you're set up on iMeet to receive email. Contact Christian Orlando () if you have problems

6. Action items

Comment tracking tool – haven't discussed that with Rebecca yet. ACTION – spreadsheet!

Incorporated changes in 1 to MATCH the PAR – new section 1.3

1.3 Application

John commented on “not intended..” – add “applicable to... but not required...” conflict with introduction...

Tom Koshy – leave it to the user to determine what is required to be applied.

Jacob Kulangara – could be applied to specific environments, it is up to the user.

George Ballasi – guide rather than standard.

George Kyle – modify first sentence to include methods and delete second sentence,.

Tom Koshy – question on environments, hold for later in the document

Chris Abernathy – clear on electrical or I&C equipment, define “equipment” as both electrical and I&C in the definitions. Added word “applicable.:

Khoi Nguyen – environment shouldn't be limited to harsh because all users aren't necessarily nuclear power plants.

1.4 Word Usage – new and required section

Bob Konnick – this is a guide but should not use “shall” the style guide provides guidance that gives some leeway.

Steve Graham – probably not useful in a Guide except in legal front-matter.

2. Normative references – stuff that are indispensable, as opposed to the Bibliography

Title change for 323 on Class 1E +, need to change. 627 is higher level for equipment qual. ACTION

Jacob Kulangara – daughter standards? All are in bibliography but not normative.

Thomas Koshy – these appear to be appropriate.

3. Definitions, acronymns, and abbreviations

ACTION – figure out numbering

Chris – define equipment and qualified life

ACTION – service life from a license renewal standpoint

Christopher Abernathy - Qualified life ACTION Rebecca find the standard definition.

George Balassi – defining equipment may not be appropriate since it is in the title. Corral it somewhere and not in definitions.

Jacob Kulangara – post-accident equipment, where do we define it.

Thomas Koshy – indicates it should be Class 1E

Sub-committee 6 discussion of post-accident equipment.

Khoi Nguyen – there are some discussions

ACTION Rebecca to find it.

John Kickhofel – design, required, essential, specified function – only essential defined, need to consider harmonizing,. **ACTION** for entire group – next call

Thomas Koshy – condition monitoring – not just DBE – during applicable DBE delete “an”

John Kickhofel – Stressor – pre-service is appropriate to add, everyone okay? Yes

ACTION – Rebecca check on-line dictionary.

3.2 on NEXT CALL

Section 4.0, including Appendices tables, can they be referenced or kept here?

Upcoming Activities/Schedule

- Next call June 9th, 10 AM Central
- Second Thursday of each month

7. Adjournment

- The meeting adjourned at 12:03 EST

George Kyle, PE, Secretary

WG 3.4

Attachments:

1. WG 3.4 February 25, 2022 Meeting Attendees Roster
2. IEEE meeting standards and positions

WG 3.4 Feb 25, 2021 Meeting Attendees Roster

Members:

Rebecca Steinman	Self/Constellation
Suresh Channarasappa	Westinghouse
George Kyle	Self
Chris Abernathy	TVA
George Ballassi	GD/Electric Boat
John Kickhofel	Apollo+ Nuclear
Bob Konnick	Marmon Innovation & Technology
Thomas Koshy	DNSFB
Jacob Kulangara	DOE/NASA
Ben Lanz	
Khoi Nguyen	NRC
Chris Orlando	IEEE
Eric Rasmussen	R-SCC
Bert Spear	Duke Energy

INSTRUCTIONS FOR CHAIRS OF STANDARDS DEVELOPMENT ACTIVITIES

At the beginning of each standards development meeting the chair or a designee is to:

- Show the following slides (or provide them beforehand)
- Advise the standards development group participants that:
 - 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;
 - Instruct the Secretary to record in the minutes of the relevant meeting:
 - That the foregoing information was provided and that the copyright slides were shown (or provided beforehand).

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By participating in this activity, you agree to comply with the IEEE Code of Ethics, all applicable laws, and all IEEE policies and procedures including, but not limited to, the IEEE SA Copyright Policy.

- Previously Published material (copyright assertion indicated) shall not be presented/submitted to the Working Group nor incorporated into a Working Group draft unless permission is granted.
- Prior to presentation or submission, you shall notify the Working Group Chair of previously Published material and should assist the Chair in obtaining copyright permission acceptable to IEEE SA.
- For material that is not previously Published, IEEE is automatically granted a license to use any material that is presented or submitted.

IEEE SA COPYRIGHT POLICY

- The IEEE SA Copyright Policy is described in the IEEE SA Standards Board Bylaws and IEEE SA Standards Board Operations Manual

- IEEE SA Copyright Policy, see
Clause 7 of the IEEE SA Standards Board Bylaws
<https://standards.ieee.org/about/policies/bylaws/sect6-7.html#7>
Clause 6.1 of the IEEE SA Standards Board Operations Manual
<https://standards.ieee.org/about/policies/opman/sect6.html>

- IEEE SA Copyright Permission

- <https://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/permissionltrs.zip>

- IEEE SA Copyright FAQs

- <http://standards.ieee.org/faqs/copyrights.html/>

- IEEE SA Best Practices for IEEE Standards Development

- http://standards.ieee.org/develop/policies/best_practices_for_ieee_standards_development_051215.pdf

- Distribution of Draft Standards (see 6.1.3 of the SASB Operations Manual)

- <https://standards.ieee.org/about/policies/opman/sect6.html>

PARTICIPANTS HAVE A DUTY TO INFORM THE IEEE

- Participants shall inform the IEEE (or cause the IEEE to be informed) of the identity of each holder of any potential Essential Patent Claims of which they are personally aware if the claims are owned or controlled by the participant or the entity the participant is from, employed by, or otherwise represents
- Participants should inform the IEEE (or cause the IEEE to be informed) of the identity of any other holders of potential Essential Patent Claims

**Early identification of holders of potential
Essential Patent Claims is encouraged**

WAYS TO INFORM IEEE

- Cause an LOA to be submitted to the IEEE SA (patcom@ieee.org); or
- Provide the chair of this group with the identity of the holder(s) of any and all such claims as soon as possible; or
- Speak up now and respond to this Call for Potentially Essential 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 at this time by providing relevant information to the WG Chair

OTHER GUIDELINES FOR IEEE WORKING GROUP MEETINGS

- All IEEE SA standards meetings shall be conducted in compliance with all applicable laws, including antitrust and competition laws.
 - Don't discuss the interpretation, validity, or essentiality of patents/patent claims.
 - Don't discuss specific license rates, terms, or conditions.
 - Relative costs of different technical approaches that include relative costs of patent licensing terms may be discussed in standards development meetings.
 - Technical considerations remain the primary focus.
- Don't discuss or engage in the fixing of product prices, allocation of customers, or division of sales markets.
- Don't discuss the status or substance of ongoing or threatened litigation.
- Don't be silent if inappropriate topics are discussed. Formally object to the discussion immediately.

For more details, see *IEEE SA Standards Board Operations Manual*, clause 5.3.10 and
Antitrust and Competition Policy: What You Need to Know at
<http://standards.ieee.org/develop/policies/antitrust.pdf>

PATENT-RELATED INFORMATION

The patent policy and the procedures used to execute that policy are documented in the:

- ***IEEE SA Standards Board Bylaws***
(<http://standards.ieee.org/develop/policies/bylaws/sect6-7.html#6>)
- ***IEEE SA Standards Board Operations Manual***
(<http://standards.ieee.org/develop/policies/opman/sect6.html#6.3>)

Material about the patent policy is available at
<http://standards.ieee.org/about/sasb/patcom/materials.html>

**If you have questions, contact the IEEE SA
Standards Board Patent Committee
Administrator at patcom@ieee.org**