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23 September 2005

Bob Davis  
Summit Computer System, Inc.  
22685 Summit Road  
Los Gatos, CA 95033-9310  
bob@scsi.com

Re: P1953.2 - Bioinformatics Standards for Flow Cytometry

Dear Bob:

I am pleased to inform you that on 22 September 2005 the IEEE-SA Standards Board approved the above referenced project until 31 December 2009. A copy of the file can be found on our website at <http://standards.ieee.org/board/nes/projects/1953-2.pdf>.

Now that your project has been approved, please forward a roster of participants involved in the development of this project. This request is in accordance with the IEEE-SA Operations Manual, Clause 5.1.2i under Duties of the Sponsor which states:

"Submit annually to the IEEE Standards Department an electronic roster of individuals participating on standards projects"

For your convenience, an Excel spreadsheet for your use has been posted on our website at <http://standards.ieee.org/guides/par/roster.xls>. Please forward this list to me via e-mail at [j.haasz@ieee.org](mailto:j.haasz@ieee.org) no later than 21 December 2005.

Please visit our website, IEEE Standards Development Online (<http://standards.ieee.org/resources/development/index.html>), for tools, forms and training to assist you in the standards development process. Also, we strongly recommend that a copy of your draft be sent to this office for review prior to the final vote by the working group to allow for a quick review by editorial staff before sponsor balloting begins.

If you should have any further questions, please contact me at 732-562-6367 or by email at [j.haasz@ieee.org](mailto:j.haasz@ieee.org).

Sincerely,

Jodi Haasz  
Program Manager  
International Stds Programs and Governance  
Standards Activities  
Phone +1 732 562 6367  
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CC: [rbrinkman@bccrc.ca](mailto:rbrinkman@bccrc.ca)

# PAR FORM

**PAR Status:** New PAR

**PAR Approval Date:** 2005-09-22

**PAR Signature Page on File:** Yes

**1. Assigned Project Number:** P1953.2

**2. Sponsor Date of Request:** 2005-07-11

**3. Type of Document:**

**4. Title of Document:**

**Draft:** Bioinformatics Standards for Flow Cytometry

**5. Life Cycle:** Full-Use

**6. Type of Project:**

**6a. Is this an update to an existing PAR?** No

**6b. The Project is a:** New Standard

**7. Working Group Information:**

**Name of Working Group:** Bioinformatics Standards Working Group

**Approximate Number of Expected Working Group Members:**20

**8. Contact information for Working Group Chair:**

**Name of Working Group Chair:** Ryan Brinkman

**Telephone:** +1 604 675 8132 **FAX:** +1 604 877 0712

**Email:** rbrinkman@bccrc.ca

**9. Contact information for Co-Chair/Official Reporter, Project Editor or Document Custodian if different from the Working Group Chair:**

**Name of Co-Chair/Official Reporter, Project Editor or Document Custodian:**

**Telephone: FAX:**

**Email:**

**10. Contact information for Sponsoring Society or Standards Coordinating Committee:**

**Name of Sponsoring Society and Committee:** IEEE Computer Society Microprocessors and Microcomputers

**Name of Sponsoring Committee Chair:** Bob Davis

**Telephone:** 408-353-2706 **FAX:** 408-353-8116

**Email:** bob@scsi.com

**Name of Liaison Rep. (if different from the Sponsor Chair):**

**Telephone: FAX:**

**Email:**

**Name of Co-Sponsoring Society and Committee:**

**Name of Co-Sponsoring Committee Chair:**

**Telephone: FAX:**

**Email:**

**Name of Liaison Rep. (if different from the Sponsor Chair):**

**Telephone: FAX:**

**Email:**

**11. The Type of ballot is:** Individual Sponsor Ballot

**Expected Date of Submission for Initial Sponsor Ballot:** October 2006

**12. Projected Completion Date for Submittal to RevCom:** March 2008

**Target Extension Request Information for a Modified PAR whose completion date is being extended past the original four-year life of the PAR:**

**13. Scope of Proposed Project:**

This standard supports the common definition, storage and exchange of flow cytometry data. Existing standards are incorporated where appropriate.

**Is the completion of this document contingent upon the completion of another document?**

No

**14. Purpose of Proposed Project:**

The purpose is to provide a consistent interface for the recording of flow cytometry data and analysis providing for the development of common solutions for the discovery, collection, access and use of flow cytometry data.

**15. Reason for the Proposed Project:**

The development of bioinformatics standards for flow cytometry will greatly facilitate both basic research and clinical applications in human disease areas such as cancer and HIV that depend upon this technique by allowing researchers and clinicians to efficiently represent, annotate, archive, analyze and disseminate flow cytometry data.

**16. Intellectual Property:**

**a. Has the IEEE-SA policy on intellectual property been presented to those responsible for preparing/submitting this PAR?** Yes 2005-05-16

**b. Is the sponsor aware of copyright permissions needed for this project?** No

**c. Is the sponsor aware of trademarks that apply to this project?** No

**d. Is the sponsor aware of possible registration activity related to this project?** No

**17. Are there other documents or projects with a similar scope?** No

**Similar Scope Project Information:**

**18. Is there potential for this document (in part or in whole) to be adopted by another national , regional or international organization? Do not know at this time**

**If yes, the following questions must be answered:**

**Organization Name?**

**Technical**

**Committee**

**International**

**Contact**

**Information?**

**19. Will this project result in any health, safety, or environmental guidance that affects or applies to human health or safety? No**

**If yes, please explain:**

**20. Sponsor Information**

**a. Is the scope of this project within the approved/scope/definition of the Sponsor's Charter? Yes**

**If no, please explain:**

**b. The Sponsor's procedures have been accepted by the IEEE-SA Standards Board Audit Committee? Yes**

**21. Additional Explanatory Notes: (Item Number and Explanation)**

Item 18. The path for this standard into the international arena is not yet known. This is a new area with still developing relationships. 20a. This project is part of the Bioinformatics Standards Committee work being mentored by the MSC (C/MM) at this time. Upon the establishment of the BSC as a standards sponsor, this project will be transferred to the BSC.