

**IEEE STANDARDS ASSOCIATION**

# Best Practices for IEEE Standards Development



**IEEE**

## BEST PRACTICES FOR IEEE STANDARDS DEVELOPMENT

### An Open Consensus Environment

Standards development organizations provide an environment where consensus can occur. IEEE believes in an open consensus environment where all materially interested parties have the opportunity to participate in a venue where professional technical discourse can occur, where all voices are valued, and where there is acknowledgment that disagreement is acceptable, and in fact lays the foundation for building stronger technical support for the final standard.

There is an expectation in IEEE standards development that participants enter the discourse understanding that consensus means remaining open to concessions, and ultimately accepting the decision of the majority while respecting the views of the minority. That does not prevent spirited discourse or persuasive arguments, but it does require fairness and respect for other participants and IEEE Staff, as well as compliance with the IEEE Code of Ethics and all policies, procedures, and applicable laws.

### The Five Basic Principles of standards development

An IEEE standards development participant demonstrates a clear commitment to the following principles:

**1 Openness**

**2 Due Process**

**3 Balance**

**4 Right of Appeal**

**5 Consensus**



# BEST PRACTICES FOR IEEE STANDARDS DEVELOPMENT

## Participation in IEEE Standards Working Groups

- Understand the policies that govern the activities of the Working Group, and expect compliance with these policies. Contact your Working Group Chair or IEEE Standards Association (IEEE-SA) Program Manager if you believe there are concerns with policies, procedures, or applicable laws.
- Make sure that you are in compliance with intellectual property rights (IPR) policies, both the IEEE-SA Copyright Policy for submissions to the Working Group and the IEEE-SA Patent Policy.
- Remember to keep discussions germane to the topic at hand, and avoid disparaging remarks or personal attacks on other participants or IEEE staff. Participate thoughtfully and in a professional manner. Bring relevant, professional training and experience to the group. Seek to improve the understanding of technology, its appropriate applications, and potential consequences.
- Engage in healthy evolution of projects and practices. Seek, accept, and offer honest criticism of technical work. Acknowledge and correct errors.
- Do not discuss commercial activities or terms.
- Avoid real or perceived conflicts of interest whenever possible, and disclose them to affected parties when they do exist. Avoid injuring others, their property, reputation, or employment.
- Use proper channels for voicing concerns or complaints. Contact your IEEE-SA Program Manager if you have process oriented questions.

## Policies, Procedures, and Guidelines for IEEE Standards Development

- **IEEE Policies and Code of Ethics**  
[www.ieee.org/about/corporate/governance/index.html](http://www.ieee.org/about/corporate/governance/index.html)
- **IEEE-SA Policies**  
[standards.ieee.org/develop/policies](http://standards.ieee.org/develop/policies)
- **Accepted IEEE-SA Sponsor Procedures**  
[development.standards.ieee.org/pub/view-sponsor-pnps](http://development.standards.ieee.org/pub/view-sponsor-pnps)
- **IEEE Standards and the Law**  
[standards.ieee.org/develop/policies/stdslaw.pdf](http://standards.ieee.org/develop/policies/stdslaw.pdf)
- **IEEE-SA Antitrust and Competition Policy**  
[standards.ieee.org/develop/policies/antitrust.pdf](http://standards.ieee.org/develop/policies/antitrust.pdf)
- **IEEE Standards and Indemnification**  
[standards.ieee.org/develop/policies/indemnification.pdf](http://standards.ieee.org/develop/policies/indemnification.pdf)
- **IEEE Standards Intellectual Property Rights**  
**Copyright:** [standards.ieee.org/ipr/copyright.html](http://standards.ieee.org/ipr/copyright.html)  
**Patents:** [standards.ieee.org/about/sasb/patcom/materials.html](http://standards.ieee.org/about/sasb/patcom/materials.html)
- **For inquiries or to share comments/feedback, please contact** [standards.ieee.org/contact/form.html](http://standards.ieee.org/contact/form.html)

# Consensus

WE BUILD IT.

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