

M1/05-0827

28 November 2005

To: Mr. Samir Tamer, Recognition Systems.
Mr. Rick White, Recognition Systems.
Mr. Ric Walker, US Dept of Defense - DISA

From: Wayne Kyle
Vice Chair, INCITS M1 technical Committee
cc: Fernando Podio, Chair, INCITS M1 Technical Committee
cc: Stephen Elliott, Secretary, INCITS M1 Technical Committee
cc: Barbara Bennett, INCITS Secretariat

Subject: Membership Status

Please note that your membership in the INCITS M1 Technical Committee is currently in jeopardy due to your failure to return two out of three successive non accelerated letter ballots.

In accordance with the INCITS/RD-2 (Section 4.4.4.2) "Members of the Technical Committees, TGs and SGs shall be terminated under the following conditions":

- a. The principal and all alternate representative(s) shall be warned in writing upon failure of the organization to:
 - 1. attend two out of three successive meetings, in that case the membership shall be terminated if not represented at the next meeting; or
 - 2. return two out of three successive non accelerated letter ballots if the next non accelerated letter ballot (identified by LB number) after the warning is not returned,

An organization fails to perform an above action when none of the organization's representatives performs the action.

- b. Voting and advisory memberships shall be canceled by the INCITS Secretariat for failure to pay appropriate service fees within the time specified by the INCITS Secretariat.

TCs, TGs and SGs may vote to continue the membership despite failure of the member to comply with the membership criteria in item a) above.

An organization that has had its voting membership terminated may re-establish membership in accordance with Sections 4.2.2 and 4.2.3. If this membership is re-established within the same billing period and the organization has paid its fee, no new service fee shall be accessed.

Please ensure that you respond to future letter ballots to continue your membership without interruption.

Best regards,

Wayne Kyle,
Vice Chair, INCITS M1 Technical Committee

Accredited Standards Committee*
INCITS, InterNational Committee for Information Technology Standards
*Operating under the procedures of the American National Standards Institute

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