

**SBP/07-0044**

**INCITS**  
**InterNational Committee for Information Technology Standards**  
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Date: November 27, 2007

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**Draft Agenda version 1 – December 10, 2007 telephone conferences:**

**INCITS Study Group on Security Best Practices  
Meeting #6**

**The telephone bridge will be indicated on the Study Group's website  
([http://www.incits.org/tc\\_home/sbp.htm](http://www.incits.org/tc_home/sbp.htm)):**

**11 AM to 1:00 PM for each meeting date, unless otherwise indicated on the Study Group's website.**

**Each meeting will have a 2-week Agenda published soon after the preceding telephone conference in preparation for the next meeting. Please see the Study Group's website regarding the Agenda for the first teleconference meeting.**

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*Membership is open to all interested and materially affected parties.  
Voting rights are obtained in accordance with the INCITS procedures  
(<http://www.incits.org/rd2/main.htm>),*

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## **INCITS Study Group for Security Best Practices (SBP)**

### **Meeting Draft Agenda for the Telephone Conference Series of Meetings**

**November 20, 2007 - Meeting #6**

[http://www.incits.org/tc\\_home/sbp.htm](http://www.incits.org/tc_home/sbp.htm)

#### **1. Administrative (E. Stull)**

1.1 Call to Order

1.2 Appointment of Recording Secretary

1.3 Introduction of Participants

1.4 Membership and Voting Status changes

**REF: SBP SD-03 (SBP Standing Document 6 – Meeting Attendance)**

1.5 INCITS Antitrust Guidelines

**REF: <http://www.incits.org/inatrust.htm>**

#### **2. Chairman's Remarks (E. Stull)**

#### **3. Approval of the Agenda (E. Stull)**

**REF: SBP/07-0044**

#### **4. Document Distribution (E. Stull)**

**REF: SBP SD-01 (SBP Standing Document 1 – Document Register)**

[http://www.incits.org/tc\\_home/sbp/sbpdocreg.htm](http://www.incits.org/tc_home/sbp/sbpdocreg.htm)

#### **5. Approval of Previous Meeting's Minutes (E. Stull)**

**REF: SBP/07-0043** Draft Minutes - INCITS Study Group on Security Best Practices, Meeting #5, November 20, 2007

#### **6. Review of Previous Meeting's Action Items (E. Stull)**

1. Mr. Clancy and Mr. Gomes are to provide an overview of a base document for a Risk Management and Compliance Approach
2. Mr. Stull will contact the vendor members about drafting a vendor section for the Final Report.

#### **7. Unfinished Business from Previous Meeting (E. Stull)**

Non carried forward.

#### **8. Review of Strategic Collaborations (S. Erkonen)**

**REF: SBP SD-03 (SBP Standing Document 3 - Collaboration)**

**9. Development of Final Report (A. McPherson)**

**REF: SBP/07-0021 SG\_SBP Technical Report**

**10. Resolution of Study Group's Recommendation in the Final Report (E. Stull, M. Clancy & R. Talbot)**

**11. Review of Action Items from This Meeting (E. Stull)**

**12. Future Meetings (E. Stull)**

**REF: SBP SD-05 (SBP Standing Document 5 - Calendar)**

**13. Adjournment (E. Stull)**