

CHAIRMAN'S NOTE: The minutes are 11 pages long. There are several requests of our Std Committee contained in these few pages. Please take the time to read and respond. Thanks.

H. Stephen Berger
Thomas-Conrad Co.
1908-R Kramer Ln.
Austin, Tx. 78758
April 26, 1990

MINUTES OF THE IEEE EMCS STANDARDS COMMITTEE

FEBRUARY 21, 1990
8:00 TO 10:00 A.M.
DFW AIRPORT MARRIOTT HOTEL
DALLAS, TEXAS

MEMBERS PRESENT

Don Heirman, Chairman
Ed Bronaugh
Dan Hoolihan
Gene Knowles

Stephen Berger, Secretary
W.E. Cory
Dave Traver

MEMBERS ABSENT

Leonard Thomas, Sr.
Risaburo Sato
Jim Parker

Ralph Showers
Hugh Denny

OTHERS PRESENT

Warren Kesselman
Robert Brook
Herb Mertel

David Staggs
Motohisa Kanda

ADDITIONAL MINUTES DISTRIBUTION

W/G CHAIRMEN: (Not voting members of the committee.)

George Kunkel (P509)
David Staggs (P1190)
Anatoly Tsaliovich (P1128)

Don Kerns (P475)
John Osburn (P626)
Dheena Moongilan (P1140)

OTHERS:

Poul Anderson (VTS liaison)
Terry deCourcelle (Sec., NESCOM)

Ed Bronaugh (Pres. EMCS)
Janet O'Neil (Sec. EMCS)

MINUTES

- 1.0 The chairman opened the meeting at 8:00 A.M. and welcomed the attendees (See agenda - attachment A & Board of Directors Report - attachment B).

The agenda was amended by the chair, who added five items to the agenda:

- 6.1 IEEE Std. 211
- 6.2 New PAR Forms
- 6.3 SCC 10 (Standards Coordinating Committee 10)
- 6.4 Latest Standards Activities
- 6.5 IEEE Std. 291

Gene Cory asked that another item be added:

- 6.6 Latest Status of FCC Efforts

The chairman then requested that introductions be made by all who were present.

- 1.1 The sec. reported that all current members of the IEEE EMCS Std. Committee had returned their reconfirmation ballot. All members had reconfirmed their participation on the committee except for Art Wall, who was suggesting that R. Fabina, of the FCC, be his replacement. The chair asked to hold consideration of Mr. Fabina until qualifications for balloting members were established.
- 1.2 The sec. was asked to prepare a summary of the qualifications discussed at previous meetings for balloting members. After completion this summary is to be balloted and will then become a permanent part of the committee's standard policy.
- 2.0 The minutes of the November 13, 1989, meeting were reviewed. In paragraph 4.2 TC-2 should read TC-1 The minutes were then approved with no additional changes.
- 3.0 Review of the standards projects then followed.
- 3.1 P140
The secretary reported that P140 would be submitted to the IEEE Standards Board RevCom within two weeks. The chair noted that the next RevCom meeting will be in May. RevCom is requesting that all items be submitted 40 days before the meeting. (Since this meeting the draft has been submitted to RevCom - see attachment C.)

3.2 P187

The secretary reported that D. Traver had contacted him regarding completion of the submission of P187 to Rev.Com. However, due to work commitments he had not been able to complete this action. Submission to RevCom is anticipated by March 30, 1990. (Since this meeting the draft has been submitted to RevCom - see attachment C.)

3.3 P299

The chairman opened the conversation by noting that he is getting about one phone call a month asking about the completion of this standard. He introduced this to demonstrate the need for a quick ballot on this standard. W. Kesselman said that MIL STD 285 has been needing review for over 10 years. He is under pressure to revise it. The military had made a commitment to go with IEEE 299 but they need a conclusion of the effort.

G. Knowles reported that he has incorporated all the comments received by 1/31/90. This has resulted in the development of Rev. 2-90. The chair asked that this draft be mailed by 2/26/90 for an actual ballot with a return date of March 30, 1990. The chair asked for a motion calling for such a ballot. The motion passed unanimously. The chairman reviewed the schedule and noted that a draft could be balloted and coordinated by June. However it will have missed the RevCom meeting in May. (See attachment D for W/G report and new PAR)

It was noted that the title page of the draft needed updating to comply with current IEEE guidelines.

(Sec. note: As of 4/20/90 the ballot of 299 is complete with 8 affirmative votes - most with comments on the draft, 2 abstentions - both with comments, 1 negative vote and 1 no response.)

3.4 475

The sec. reported that no report had been received from this W/G. The chair renewed his statement that a PAR for revision or reaffirmation was needed from Don Kerns as soon as possible. It was noted that the W/G chairman recently changed jobs and had been tied up with the associated move. The sec. is to follow-up with the W/G chairman on the open items. The chair. noted that the new PAR form must be used.

3.5 P478/482

The chair reminded the committee that TC-4 had been asked for guidance on how to proceed with this project. The sec. was asked if TC-4 had responded. TC-4 has not responded to date. The chair stated that he did not want to move ahead with

this effort until TC-4 had given guidance on it. It is therefore critical that TC-4 comment with specific guidance and a new PAR form reflecting that direction.

The chair reviewed the history and rationale for the TC's to supervise the various standards efforts. He wants to see TC-4 lead the way, as TC-4 is the natural sponsor for these projects (P478/482 and P509).

3.6 P509

This project will be incorporated into P478 and will use the P478 designation. A revised PAR is needed; a PAR to drop P478 is also needed from the W/G chairman. (See attachment E - W/G report & minutes and attachment F - correspondence from G. Kunkel)

3.7 P626

No report was available for this meeting. It was noted that the W/G chairman had recently changed jobs. Ed Bronaugh offered to contact John Osburn and get a PAR and report for the minutes. He noted that EMCO, John's new employer would be much more supportive of standards involvement. The chair. noted that the scope of this project particularly needed refinement. It must be sufficiently defined to make the task achievable. The chair requested that the W/G chairman submit a report for the minutes. (See attachment G - W/G report with minutes and new PAR. Sec. note: John Osburn is scheduling a meeting of this W/G at the Washington Symposium in August.)

3.8 P1128

The sec. read the W/G chairman's report for the committee (See attachment H) The chair. reviewed the key issues involved with this effort. This project will take more time than most due to a large international membership. Ed Bronaugh suggested that possibly the effort could be divided to produce a standard and a guide. The chair. concurred. In this way formative and organization issues could be more readily addressed. The guide could be more universal and tutorial while the standard would specify one test method. The chair. asked Ed to contact Mr. Tsaliovich to relate his suggestion.

3.9 P1140

The sec. has not received a report from this W/G. The chair asked that the W/G chairman be sent a reminder and that the sec. attempt to get a report for the minutes. The chair. reviewed the old minutes. The New working group chairman, Dheena Moongilan has sent letters to the W/G members asking for a renewed commitment to the W/G. He is also planning to refine the PAR to cover all near field measurements not just

VDT type measurements. This change in the scope of the project has caused some members to lose interest and other to express new or renewed interest, hence the reconfirmation letter. The W/G is now looking for renewed momentum once this reorganization is completed.

M. Kanda reported that in the last W/G meeting, which he had attended, the discussion had tended toward developing first a recommended method and then a standard.

The chair. advised that a meeting at the Washington Symposium would be a good idea. The purpose of the meeting should be to organize and get volunteers to write a draft.

3.10 P1190

The chair. gave a brief introduction to the nature of this project. He announced that due to a job change and other standards related commitments D. Staggs was stepping down as chairman of the W/G. However, Dave is seeking a volunteer to replace him as the W/G chairman. As of this meeting a replacement W/G chairman had not been identified. D. Staggs suggested that Bob Egan (DEC) or Kirk Johnson seemed to be good candidates. The chair asked for other suggestions for either chairman or committee membership. Ed Bronaugh suggested Jim Pensik. D. Staggs also suggested Paul Long. The chair asked Dave to communicate with these people to ascertain their interest.

D. Staggs will send the new W/G chairman his records for this task once that person is identified. The chair. inquired if anyone at NIST or in the NVLAP program would be interested. M. Kanda said that nobody at Boulder does this kind of test but he will ask if anyone at NIST in Gaithersburg, Md. or the NVLAP program is interested.

(See attachment I - W/G report and chairman's resignation, also attachment J - correspondence from Ed Bronaugh with a suggested procedure.)

4.0 New Standards/Standards Coordination

4.1 Ideas for New Standards by the TC's

The chair. discussed the work of C63 SC1. Test site suitability and methodology needs work in all aspects and MIL STD 462 is being revised. Both of these arenas need input from existing standards setting organizations. The chair. wants to bring to the TC's a request for help.

It is envisioned that existing commercial standards committees go over all test procedures in MIL STD 462 one at a time. The review should result in comments on the relative

strengths and weaknesses of each test method. If something is available in the commercial or international arena to replace a given test or technique then that should be evaluated. C63 needs people with time and the requisite technical qualifications to do this work. The chair. will go to the TC's to ask for assistance. He gave an open invitation to the committee to comment and volunteer for further participation. (See attachment K for related correspondence.)

It was noted that C63 has an ad hoc committee looking at qualification methods for alternative test sites to open area sites.

There are ramifications of the internationalization of our industry. A side effect of the unification movement in Europe is an increasing call for a susceptibility standard. This is an arena for TC-2. M. Kanda stated that his group was seeking funding from Nav Air for participation in this area. They will participate if funding efforts are successful. It was agreed that there are lots of problems from a technical viewpoint and that it is probably pre-mature to write a standard. NIST hopes to research better test techniques and develop a better test artifact. The chair. encouraged coordination with ANSI accredited committee C63.

Herb Mertel commented on the need for those who write these methods to be involved in testing on a daily basis. The Dept. of Defense has learned that in considering a standard, in many instances commercial methods and standards are sufficient. However, there is a need for coordination of current MIL STD methods with existing methods. Any variations can be confusing to contract officers and uninitiated test engineers. There is a need to help the specification writers, who are often in an oversight role, and not involved on a day-to-day basis.

5.0 Old Business

5.1 Review of MUG, Mailing Addresses, Etc.

This item was skipped as there was nothing new since the last meeting.

5.2 Action Items

There was a brief review of the outstanding action items. See the attached action item lists for items which are still open.

6.0 New Business

6.1 IEEE Std. 211

The IEEE A&P Society has asked for our committee to comment on this standard. D. Schulz and E. Bronaugh had submitted comments through the chair. The chair. will be forwarding these comments.

6.2 New PAR Forms

The chair. pointed out the differences in the new PAR form. There is a real effort to make the nature of the effort more readily apparent.

One new feature is a trial use provision. This will allow a set period of two years as a trial period for a standard. The old arrangement was to have a request for a length of time and up to 2 years could be granted. This trial period can be used to move forward a standard stymied by controversy. A trial period can be used to see if a given approach gains general acceptance. This procedure may also be used to get an urgently needed standard out ahead of a full submittal.

Sponsorship in the future will need to be by a TC. Only occasionally will the standards committee be a project sponsor in the future.

SCC 10 is automatically on coordination for all new projects.

Patent, copyright and trade mark issues are much more prominent on the new PAR form. The W/G chairman will need to sign the form which states that the effort will avoid the use of patented, copyrighted or trade mark material. However, a W/G can ask for an agreement which will allow the use of specific material.

There is a new box for a target completion date. If the sponsor does not target completion within 5 years the PAR will probably not be approved. Currently the average time from PAR to completion is 3 to 4 years. The target is to have new efforts completed in 2 to 3 years.

The new form must be used even if an old PAR is being revised or resubmitted.

Ed Bronaugh questioned the Standards Board's position on the use of proprietary hardware. The chair. said the Standards Office is prepared to write licensing agreements in such cases. They will usually be looking for agreements with no fees.

Moto Kanda commented that it is almost impossible to complete a standard within 3 years. He asked the chair. to take this comment forward. It is M. Kanda's experience that 3 years is the absolute minimum to complete a standards effort.

Herb Mertel asked if a PAR should be done for an effort such as the review of 462? The chair responded that a PAR would only be required if an IEEE document would be produced.

- 6.3 SCC 10 (Standards Coordinating Committee 10)
The new chairman of SCC 10 (IEEE Definitions) is Gene Keepus.
Don Heirman will continue as a member of SCC 10 and as the liaison with the EMCS.
- 6.4 Latest Standards Activities
The Standards Office puts out a monthly status of all efforts. Any interested member can get a copy by calling the Standards Office (201-562-3800). The status report is also available on line.
- 6.5 IEEE Std. 291
The chair. just received a request for comments on P291. The sec. was asked to mail a copy with request for comments as soon as possible. The chair. requested that comments be returned by the second week in March. Ed Bronaugh asked that he be given a copy as soon as possible.
- 6.6 Latest Status of FCC Efforts
The chair. announced that ANSI accredited committee C63 had completed all of their original tasks on EMC standards for methods of measurement of RF emissions, required instrumentation specifications, antenna calibration procedures, and open area test site construction guidelines in 1988/89. The combined standards could be ordered from the IEEE Standards Office in Piscataway, N.J. as SH13029, Dec. 29, 1989.

The FCC is using C63 to draft a replacement for TP-5. The draft, enumerated C63.4/D11, is currently out for ballot. The ballot was sent Feb. 6, 1990 and should be completed by March 30, 1990. Members of EMCS, CEBMA and SAE contributed to this effort. The FCC is represented on the committee in a non-exparte manner. Sue Vogel (201-562-3817) can supply a copy to anyone interested in reviewing the document.

There is an C63 meeting scheduled for March 17 and 18. Final resolution of the comments on the balloted draft C63.4/D11 should be accomplished at the May 17 and 18 meeting. Then the draft will be sent out for public review by ANSI and following that by the FCC as a notice of proposed rule making.

7.0 The next two meetings for 1990 will be:

Saturday May 19, 1990
8:00 - 10:00 A.M.
Hyatt Cherry Hill Hotel
Cherry Hill, N.J.

Monday August 20, 1990
8:00 - 10:00 A.M.
Washington, D.C.

9.0 Additional attachments

9.1 Ballot and Attendance Summary (Attachment L).

9.2 Current Address List (Attachment M).

9.3 Current EMCS Std. Committee Projects List (Attachment N).

Respectfully Submitted,

H. Stephen Berger
Secretary
EMC Society Std. Committee

ACTION ITEMS
 ARISING AT THE
 NOVEMBER 29, 1989 EMCS STANDARDS COMMITTEE MEETING

| MIN SEC | RESPONSIBLE PERSON | ACTION ITEM | COMPLETION DATE /COMMENTS |
|------------|-----------------------|---|------------------------------|
| 1.2 | Sec | Write form letter to management of perspective Std. Committee member detailing responsibilities and need for support. | |
| 3.4 | D. Kerns | Ballot P475 for reaffirmation or submit new PAR. | |
| 3.6 | J. Parker | New PAR's needed for P478 & P509. | |
| 4.1 | Sec | Write TC chairmen and request input on new areas needing standards. | |
| 4.2 | Sec | Contact TC-1 concerning sponsorship of EMC Symbols project. | |

ACTION ITEMS
 ARISING AT THE
 FEBRUARY 21, 1990 EMCS STANDARDS COMMITTEE MEETING

| MIN SEC | RESPONSIBLE PERSON | ACTION ITEM | COMPLETION DATE /COMMENTS |
|------------|-----------------------|--|------------------------------|
| 1.2 | Sec | Prepare a policy statement which summarized the balloting member qualifications. | |
| 1.2 | Sec | Ballot the above policy. | |
| 3.0 | W/G Chairmen | Submit report for minutes. | |
| 3.1 | Sec | Submit P140 to RevCom by 3/30/90. | Completed 4/90 |
| 3.2 | Sec | Submit P187 to RevCom by 3/30/90. | Completed 4/90 |
| 3.4 | D. Kerns | New PAR for P475 needed. | |
| 3.5 | J. Parker | TC-4 to give guidance reflected in a new PAR for P478/482 | |
| 3.6 | J. Parker | New PAR for P509 | |
| 3.7 | J. Osburn | W/G report for minutes | Completed 3/90 |
| 3.8 | E. Bronaugh | Contact A. Tsaliovich re. suggestion made at 2/90 meeting. | |
| 3.9 | D. Moongilan | New PAR for P1140 | |
| 3.10 | D. Staggs | Contact possible replacements for W/G chairman and ascertain their interest. | |