

Accredited Standards Committee
National Committee for Information Technology Standards (NCITS)

Doc. No.: T10/01-116r0

Date: March 12, 2001

Project:

Ref. Doc.:

Reply to: John Lohmeyer
(719) 533-7560

Dear Sir or Madam,

Your membership on T10 is in jeopardy due to your failure to attend two out of the last three successive meetings. My records indicate that your organization's recent attendance at plenary meetings is as shown on the second page of this letter. If you believe that my records are in error, please contact me. In accordance with the X3/SD-2, Organization, Rules and Procedures of NCITS (section 4.2.6) "*Voting members of NCITS and its subgroups 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 which case the membership shall be terminated if not represented at the next meeting; or*

(2) *return ballots from two successive mailings, in which case the membership shall be terminated if the next ballot is not returned.*

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

(b) *The voting membership will be canceled by the NCITS Secretariat for failure to pay appropriate service fees within the time specified by the NCITS Secretariat.*

NCITS or its subgroups may vote to continue the membership despite failure of the member to comply with the membership criteria in item a) above.

If your membership is in jeopardy specified in a) (1) above, and you allow your membership to lapse, you can re-obtain voting membership by attending two of three consecutive T10 meetings.

Please note: It is possible for an organization to be in jeopardy two meetings in a row. I am often asked about this. If your organization attended regularly up to meeting n and then missed two meetings, it would be in jeopardy at meetings n+3 and n+4 even if your organization attended meeting n+3.

T10 will meet next on Thursday, May 3, 2001 beginning at 9:00 AM, in Nashua, NH at the Sheraton Hotel (603-888-9970).

Please mention **T10** when making hotel reservations. Additional information regarding this meeting is in the committee mailing.

Sincerely yours,



John B. Lohmeyer, Chair T10

cc: Ms. Monica Vago, NCITS Secretariat

T10 Attendance Jeopardy Report -- 03/12/01

Organization	Name	S	Nov 00	Jan 00	Mar 01
Circuit Assembly Corp.	Mr. Leroy Fong	P	X		
Exabyte Corp.	Mr. Mike Taylor	P		X	
Exabyte Corp.	Mr. Tom Jackson	A			
Woven Electronics	Mr. Doug Piper	P	X		
Woven Electronics	Mr. E.J. Mondor	A			

5 People from 3 Organizations

Status Key (S): P - Principal
 A, A# - Alternate
 AV - Advisory Member
 V - Visitor
 R - Replaced
 T - Terminated