

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

**Doc. No.:** T10/98-026R0

**Date:** November 12, 1998

**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.*

*X3 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. Also, if you joined T10 following your first T10 meeting, you will be in instant jeopardy.

T10 will meet next on Thursday, March 11, 1999 beginning at 9:00 AM, in Harrisburg, PA. The exact meeting location has not been announced yet, but should be available very soon.

Please mention **T10** when making hotel reservations. Additional information regarding this meeting is contained at the front of the committee mailing.

Sincerely yours,



John B. Lohmeyer, Chair T10

cc: Ms. Judy Gales, NCITS Secretariat

T10 Attendance Jeopardy Report -- 11/12/98

Organization	Name	S	Jul 98	Sep 98	Nov 98
Circuit Assembly Corp.	Mr. Ian Morrell	P			X
Circuit Assembly Corp.	Mr. Dennis Lang	A			X
Data General / Clariion	Mr. Greg McSorley	P	X		
Data General / Clariion	Mr. Gary S. Peterson	A			
Hewlett Packard Co.	Mr. J. R. Sims	P			X
Hewlett Packard Co.	Mr. Matt Wakeley	A			
Honda Connectors	Mr. Thomas J. Kulesza	P			X
Honda Connectors	Mr. Terry Enright	A			
Philips Electronics	Mr. William P. McFerrin	P		X	
Philips Electronics	Mr. Randall C. Hines	A			
SyQuest Technology, Inc.	Mr. Patrick Mercer	P			
SyQuest Technology, Inc.	Mr. Jeff Cousins	A			
SyQuest Technology, Inc.	Ms. Randi Mitchem	A#	X		

13 People from 6 Organizations

Status Key (S): P - Principal  
 A, A# - Alternate  
 O - Observer  
 V - Visitor  
 R - Replaced  
 T - Terminated