

Notes from NAEDRA/KEMA/FDOS Web Meeting Thursday December 15, 2011,  
3:00PM Eastern Time

Present: TL Penn (NAEDRA), H. Millican (NAEDRA), H. Stephey (KEMA),  
A. Moise (FDOS), Naeem Ahsan (KEMA/KPT), L. Barto (AEIC Executive  
Committee)

Regrets: R. Tucker (NAEDRA)

1. Reviewed meeting summary of March 23, 2011.
2. Summarized differences between testing requirements document revision 0.7 and revision 0.6.
  - a. Revision 0.7 of the testing document that was created by NAEDRA at the June 24, 2011 meeting in Greenville.
  - b. Revised to Section 2.4 item 4:  
"4. The CANDIDATE provides temporary access to the ACCREDITOR (e.g. via its web site) to the CANDIDATE's TDL/XML Form to DOCUMENT conversion tool."
  - c. Revised Section 2.4, Table 4 validation row:  
"The standard requires that the registrar insert a validation code that can be used to sign the certified TDL. This signature may be used to confirm that the certified TDL is identical to the TDL that the ACCREDITOR processed and approved."
  - d. Revised Section 2.8 boxed text terms. "DOCUMENT" was replaced with "Document Form".
3. Summarized differences between testing requirements document revision 0.7 and 0.8
  - a. Changes are purely editorial:
  - b. The document type was changed from Word 2003 (.doc) to Word 2010 (.docx)
  - c. Created revision history table.
  - d. Cross references are now prefixed with "Ref."
  - e. Sentences now terminate with a period and separated with two spaces.
  - f. Replaced "Caveat" with "Caveats"
  - g. Section 4.7 inserted missing words to make sentences whole and unambiguous.
  - h. Updated to include NAEDRA's comments in reference section 6.0 for clarity. These comments were provided by NAEDRA at the June 24, 2011 meeting in Greenville.
4. Summarized differences between testing requirements document revision 0.8 and 0.9
  - a. Added addition of exercises in Section 5.
5. Discussion

- a. It was noted that the use of the term “version” to revision to all references to the Registrar Certification Testing Requirements document in the agenda and in the meeting summary of this meeting should be replaced with “revision”.
- b. The following changes were to the document were proposed and accepted
  - i. Correct section numbers (removed extra “9”) in procedures in section 5 of Registrar Certification Testing Requirements document.
  - ii. Change the document name title to “Registrar Certification Testing Requirements for IEEE 1377/ANSI C12.19/MC12.19 TDL”
  - iii. The document preamble to be changed and be ready for submission to NAEDRA as version 1.0
  - iv. The document file name be changed to “Certification\_Requirements\_for\_Registrar\_TDL.docx”
- c. Discussion on recommendations to NAEDRA and the use of the document.
  - i. There are three “actors” that will be using this document: NAEDRA, KEMA and Candidate Registrars
  - ii. NAEDRA should approve and post the document on its WEB site
  - iii. Candidate registrars should use it to understand testing requirements that they will be subjected to by KEMA
  - iv. KEMA should use it to establish testing procedures and to conduct certification testing of registrar’s TDLs
- d. Disposition of the Registrar Certification Testing Requirements for IEEE 1377/ANSI C12.19/MC12.19 TDL document
  - i. The V1.0 document will be produced and released to NAEDRA upon receipt and resolution of final comments from participates at this meeting by the 22<sup>nd</sup>.

6. Adjourned at 5:10PM Eastern Time ~~5:10pm~~