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At the beginning of each standards development meeting the chair or a designee is to:

Show the following slides (or provide them beforehand)

Advise the standards development group participants that:

- IEEE SA's copyright policy is described in Clause 7 of the IEEE SA Standards Board Bylaws and Clause 6.1 of the IEEE SA Standards Board Operations Manual;
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IEEE SA COPYRIGHT POLICY

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- http://standards.ieee.org/content/dam/ieee-standards/standards/web/documents/other/ best_practices_for_ieee_standards_development_051215.pdf

Distribution of Draft Standards (see 6.1.3 of the IEEE SA Standards Board Operations Manual)

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