

OASIS PbD SE Technical Committee  
Minutes - March 12, 2014

Dawn Jutla  
Stuart Shapiro  
Fred Carter  
Michelle Chibba  
John Sabo  
Jonathan Fox  
Sander Feiten  
Les Chasen

Regrets: Frank Dawson; Gershon Janssen

Meeting began at 1:35 p.m. EST

The purpose of this meeting was to update non-attending members on what transpired at the March 7-8 meetings in DC.

- Revisions posted to TC website; Dawn submitted March 6 and March 10 updates of the Committee Draft Work document; Dawn proposes creating a PbD-SE Methodology and mappings of Principles to sub-principles and services; Posted expanded version with committee input in March 10 update.
- As Dawn updated members' voting status on the TC's site, Fred outlined committee progress in developing the draft Specification, notably:
  - o Continued committee work on mapping the PbD principles to sub-principles, and Sander's suggestion of removing services and adding compliance criteria to Table 4.1 – Section 4.
  - o Agreement to expand beyond *Privacy by Default* to incorporate all seven PbD Principles (Section 2)
  - o Note also definition of "Software Engineering" added in March 6 update
  - o Jonathan stressed the need to include Organizational Readiness in the methodology

John recommended adding reference to PMRM document to Section 1.6 Normative References – accepted.

**Motion: that the PbD\_SE\_TC affiliate itself with the ID Trust section [Sander Feiten]; seconded by Stuart Shapiro. Vote – motion carried.**

- Discussion re EID (Munich) May 13, 2014 pre-conference workshop on PbD and smart technologies

Action items + Assignments for next meeting (most assignments carrying over from March 7-8 meetings):

1. Revision of Section 2 [Fred Carter]
2. Revision of Section 3.1 Document Organizational Privacy Readiness [Jonathan Fox ]; Note Dawn's March 10 update on this section for Jonathan to edit/revise.
3. Attempt to produce "abstraction" if possible, to the document [Stuart Shapiro]

4. Work on Table 4.1 – 2. Privacy by Default – develop sub-principles into conformance requirements and complete column on example representations [Sander Feiten, Les Chasen, Fred Carter, Michelle Chibba]
5. John Sabo – privacy use case template write-up
6. Coordinate further input from IPC + others on EID Munich workshop [John Sabo]