



Instructions for WG Chairs on Accellera Systems Initiative IP Rights Policy Slides



Instructions for the Working Group Chair (1)

Accellera Systems Initiative strongly recommends that, at each WG meeting, the chair or a designee:

- **Show the Accellera IP Rights slides #1-4 and the antitrust/competition law slide found at <https://www.accellera.org/about/policies-and-procedures>**

- **Advise the WG attendees that:**
 - All information introduced into a meeting is non-confidential except as noted. In general, no copyrighted material will be accepted unless accompanied by a copyright permission letter. Slide presentations containing a copyright notice(s) from the presenter's employer or a company that the presenter represents will be accepted only if a duly filled-in copyright permission template slide is the first slide (after the title slide) in the presentation.
 - Early identification of patent claims which may be essential for the use of standards under development is strongly encouraged;
 - There may be essential patent claims of which Accellera is not aware. Additionally, neither Accellera, the WG, nor the WG Chair can ensure the accuracy or completeness of any assurance or whether any such assurance is, in fact, of a patent claim that is essential for the use of the standard under development.

Instructions for the Working Group Chair (2)

- **Instruct the WG Secretary to record in the minutes of the relevant WG meeting:**
 - That the foregoing information was provided and that the IPR slides (and this slide, if applicable) were shown;
 - That the WG chair or designee provided an opportunity for participants to identify patent claim(s)/patent application claim(s) and/or the holder of patent claim(s)/patent application claim(s) of which the participant is personally aware and that may be essential for the use of that standard;
 - Any responses that were given, specifically the patent claim(s)/patent application claim(s) and/or the holder of the patent claim(s)/patent application claim(s) that were identified (if any) and by whom.
- **The WG Chair shall ensure that a request is made to any identified holders of potential essential patent claim(s) to complete and submit a Letter of Assurance.**
- **It is recommended that the WG chair review Section 2.6 of the IP Rights Policy on inclusion of potential essential patent claims by incorporation or by reference.**