

From: [Elizabeth Neiman](#)
To: [Brian Markwalter](#); [Emily Bremer](#); [James Shannon](#); "rmcarver@aham.org"
Subject: ANSI Open Forum - ppt template and logistics
Date: Friday, September 13, 2013 11:33:24 AM
Attachments: [Name-OpenForum-WSW2013.ppt](#)
[Agenda-OpenForum2013.pdf](#)

To: IBR Update Panel, ANSI Open Forum

Dear all,



Thank you again for agreeing to participate as panelists at the ANSI Open Forum. I look forward to welcoming you to the Newseum in Washington, DC, on Wednesday, October 2.

I'm writing to share a few housekeeping and logistical details with you in advance of the meeting.

LOCATION and DATE

Newseum

Knight Conference Center (7th Floor)

555 Pennsylvania Ave. NW

Washington DC, 20001

(Please use Freedom Forum Entrance on 6th Street)

202.292.6100

The property is easily accessible by DC Metro – Archives (green and yellow) and Judiciary Square (red) are the nearest stations.

The half-day conference will begin at 9 a.m. on Wednesday, October 2, and will conclude by 1 p.m. Your panel is slated to run from 10:15 to 11:45 a.m.

PRESENTATION

The IBR Update panel is meant to cover issues surrounding the incorporation by reference of voluntary consensus standards into government regulation. Expected topics could include reasonable availability, copyright concerns, and more. In addition, we're looking for the SDOs on the panel to talk about how IBR has impacted their organizations (positive or negative), and to describe if and how you make IBR-ed standards available (on the SDO's own website, on ANSI's about-to-be-launched IBR portal, in hard copy, or not at all).

Should you wish to use visual aids, I have attached a PowerPoint presentation template. If possible, I would like to request your completed presentation by Friday, September 27. If you prefer to speak without visual aids, that is fine – just let me know so that I don't follow up and trouble you for the file.

After the event, ANSI plans to make all presentations freely available on our website, www.ansi.org. Please let me know if you have any concerns about this and I will ensure that your presentation is not posted.

PREPARATORY TELECONFERENCE

It may be helpful to schedule a prep call of this panel to discuss the topics and make sure everyone's questions are answered. Please let me know your availability on September 18, 19, and 20, and I will choose the timeslot that works best for the group.

SPECIAL NEEDS

Please indicate if you have any dietary restrictions or other special needs so that we may best accommodate you.

AGENDA

I've attached the latest version of the agenda, which will always be available at [this link](#) for your reference. You may also visit www.ansi.org/wsweek to view the full series of events.

Once again, many thanks for agreeing to participate in the conference. I look forward to a very exciting event and to meeting you in person in just a few short weeks.

Best regards,

Liz

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September 30 – October 4 Washington, DC

www.ansi.org/wsweek