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**InterNational Committee for Information Technology Standards (INCITS)**

Secretariat: Information Technology Industry Council (ITI)

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To: Members INCITS Executive Board and INCITS/IC-Cards - *Circuits, Interfaces and Protocols for Secure Devices*

Reply To: [Jennifer Garner](#)

**Subject:** **Final Follow-Up to INCITS LB6871 - Appointment of Mr. Ryan Boudreau as Chairman of INCITS/IC-Cards - *Circuits, Interfaces and Protocols for Secure Devices* - Training Due March 1, 2021**

**Due Date:** **March 1, 2021**

Action: As required by INCITS procedures, an appointed INCITS Subgroup officer must attend INCITS Subgroup Officer Training within one year of their appointment - not later than the date indicated above.

INCITS LB6871 - Appointment of Chairman of INCITS/IC-Cards - *Circuits, Interfaces and Protocols for Secure Devices* closed on December 2, 2019. Mr. Ryan Boudreau received the required level of support (majority) to secure appointment for second term as Chairman of INCITS/IC-Cards - *Circuits, Interfaces and Protocols for Secure Devices*. Mr. Boudreau's second term begins March 1, 2020 and will expire in March 2023.

As required by INCITS procedures, an appointed INCITS Subgroup officer must attend INCITS Subgroup Officer Training within one year of their appointment. As Mr. Boudreau last received training on February 16, 2017, he must receive INCITS Officer Training within one year of his latest appointment - not later than March 1, 2021.