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

Secretariat: Information Technology Industry Council (ITI)

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To: INCITS/L2, *Character Sets and Internationalization*  
INCITS Executive Board

Reply To: [Jennifer Garner](#)

**Subject: Final Follow-Up to INCITS LB7447 - Appointment of Craig Cummings as Chair of INCITS/L2 –  
*Character Sets and Internationalization* - Training Due January 1, 2022**

**Due Date: January 1, 2022**

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 LB7447 - Appointment of Chair of INCITS/L2 – *Character Sets and Internationalization* closed on November 12, 2020. Craig Cummings received the required level of support (majority) to secure appointment for a fourth term as Chair of INCITS/L2 – *Character Sets and Internationalization*. Craig's fourth term begins January 1, 2021 upon conclusion of his current term and will expire in January 2024.

As required by INCITS procedures, an appointed INCITS Subgroup officer must attend INCITS Subgroup Officer Training within one year of their appointment. As Craig Cumming last received training on January 18, 2018, he must receive INCITS Officer Training within one year of his latest appointment - not later than January 1, 2022.