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InterNational Committee for Information Technology Standards (INCITS)

Secretariat: Information Technology Industry Council (ITI)

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To: INCITS/T11.2, *Physical Variants*
INCITS Executive Board

Reply To: [Jennifer Garner](#)

Subject: Final Follow-Up to INCITS LB7474 – Appointment of Tom Palkert as Chair of INCITS/T11.2 – *Physical Variants* - Training Due February 1, 2022

Due Date: February 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 LB7474 – Appointment of Chair of INCITS/T11.2 – *Physical Variants* closed on November 24, 2020. Tom Palkert received the required level of support (majority) to secure appointment for a fifth term as Chair of INCITS/T11.2 – *Physical Variants*. Craig's fifth term begins February 1, 2021 upon conclusion of his current term and will expire in February 2024.

As required by INCITS procedures, an appointed INCITS Subgroup officer must attend INCITS Subgroup Officer Training within one year of their appointment. As Tom Palkert last received training on March 21, 2019, he must receive INCITS Officer Training within one year of his latest appointment - not later than February 1, 2022.