



29 October 2008

To: Members and external stakeholders

From: Electronic Industry Citizenship Coalition (EICC)

Re: Deadline extended for 2008-2009 EICC Code of Conduct review process

The EICC believes its members and stakeholders should have ample opportunity to fully participate in each review cycle of the coalition's Code of Conduct. The coalition recently received several requests to consider an extension for the current Code review cycle. Therefore, the feedback submission period has been extended from 30 September to 31 December, 2008, and the review cycle is extended until 30 June, 2009. This extension was approved by membership vote during the September 2008 EICC meeting.

Please note: This revised timeline applies *only* to the 2008-2009 code review cycle. The EICC fiscal calendar is moving to a calendar year, beginning 1 January, 2009. Therefore, the current code review cycle will cover both the current 2008 fiscal year and the 2009 fiscal year. EICC membership will decide in early 2009 how to reset the 2010 code review cycle; once approved, the 2010 timeline will be shared with all members and stakeholders within one month of the decision.

Timeline for 2008-2009 Code of Conduct Review Process

October-31 December, 2008: Feedback Submission Period

Proposals submitted after December 31, 2008 will be considered during the next review cycle. The EICC Code Management Work Group will acknowledge all changes submitted via a confirmation email.

January-March 2009: Review, Evaluation, and Decision Period

The EICC membership will thoroughly review, evaluate, and vote on proposed revisions to the EICC Code of Conduct. Results will be shared with members and stakeholders within one month of the vote.

April-June 2009: Code Revision Period

Following the membership vote, any approved revisions to the Code and supporting documentation will be facilitated by the EICC Code Management Work Group and shared with members and stakeholders by 31 July, 2009.

Proposing Revisions to the EICC Code of Conduct

Please note that all proposed changes to the EICC Code of Conduct **must be submitted verbatim.** In other words, all proposals must be submitted as exact language changes that the party wants incorporated into the code.



All proposals must be **submitted online**, using the web form available at: http://www.eicc.info/code_updates.html. The form also allows the party to provide rationale for its proposal.

The exact language submitted will be voted on as-is by the EICC membership – no edits will be made to any proposed language after it is received.

The EICC Stakeholder Engagement and Communications work group is available to help answer external stakeholder questions about preparing and submitting a code change proposal. They can be reached by sending a message to stakeholders@eicc.info.

Further Inquiry

For new or pending inquiries regarding the EICC code review process, please contact the EICC Stakeholder Engagement Work Group accordingly at stakeholders@eicc.info.

Thank you for your continued interest in the EICC.