

PROPOSED SCOPE OF WORK AND EXPECTED DELIVERABLES FROM SUB TEAMS ON SUNRISE & TRADEMARK CLAIMS CHARTER QUESTIONS (DRAFT OF 4 APRIL 2017)

General:

Each Sub Team is expected to have to conduct a minimum of two meetings, as described below. Each Sub Team is also expected to report back to the full Working Group at either the 19th April or 26th April meeting (exact date TBD) with a progress/status report.

Meeting #1:

Purpose – begin refinement of Charter questions for that category (i.e. Sunrise or Trademark Claims)

Specifically, identify the following:

- What questions can be consolidated?
- What questions, if any, may need to be clarified, and how?
- What questions, if any, should be deleted (e.g. because they are duplicates or because they have been discussed or resolved by the Working Group)?
- What, if any, data might be needed to address any question fully? Are there existing or identifiable sources from which that data can be requested?
- What gaps (if any) exist that are not addressed by the existing questions; if one is identified, what is the question that needs to be answered?

Meeting #2:

Purpose – map proposed set of clarified/refined/amended Charter questions to overall Working Group Work Plan

Specifically, the Sub Team should prepare a proposed workflow outline that matches the proposed timelines from the overall Work Plan (e.g. propose which questions should be tackled on which date(s) and in which order, and estimate meeting duration and timeline for completion)