CCUF Management Group Meeting Minutes

March 13, 2019

# Attendees:

* \*Fiona Pattinson ‑ atsec
* \*Kwangwoo Lee ‑ HP
* \*Matt Keller ‑ Corsec
* \*Michael Vogel ‑ Huawei
* Miguel Bañón ‑ Epoche & Espri
* Mike Grimm ‑ Microsoft
* \*Petra Manche ‑ Cisco
* \*David Martin ‑ NCSC
* \*Mary Baish NIAP (guest)

(\*) In attendance

# Agenda:

## **General**

A rough [plan for CCUF activities](https://ccusersforum.onlyoffice.com/products/files/doceditor.aspx?fileid=5836797) has been produced as a guideline. This can be reviewed and updated by the management team.

## CCUF Workshops

* San Francisco (RSA):
  + Report: 21 attendees. Topic included:
    - Announcement and presentation by Singapore folks on ICCC in October:   
      1-3 Oct (ICCC) CCUF and CCDB the week before.
    - Tools group
    - Self signed PKI certificates
    - Survey with aim of presenting.
  + **Action: FP to post a summary in Only Office.**
  + **Thanks to Microsoft from the CCUF Management group.**
* Rome (CCDB) - April 9-11, 2019
  + Action: ~~PM to double check with Tyrone Stodart if this is still needed. - ISCI request for meeting space all day (10-4pm) on 10th April for around 35 people and working closer together with CCUF.~~
  + Action: ~~MV to communicate with CCUF members about questions for the CCDB. (Done 3/19)~~
  + Action: KL to provide flags for the joint meeting.
  + Action: FP/PM Request for updates of “other activities”/status during the CCDB joint session: Ongoing
  + Reviewed the schedule for Rome with the mgmt group team
  + Joint Session with the CCDB is arranged, on the Thursday.
  + Microsoft will provide one large room in Rome that can be broken down to 2 or 3 smaller rooms.
  + Food/refreshment options were discussed. we will likely need 1.5 - 2hr lunch break to accommodate.
  + Self-funded social event. Not to conflict with CCDB (Tuesday)
  + Power and web etc to be discussed with MG
  + **Thanks to Microsoft from the CCUF Management group.**
* Singapore (CCDB/ICCC) - October 1-3 2019
  + Action: FP: Reach out for planning session with Singapore in Rome
  + FP/PM: Reach out to talk to Singapore about CCUF logistics
  + **Report:**  
    An announcement by Singapore is expected “soon”.
  + ICCC Program committee has been convened by Singapore and had its first meeting.
  + ~~CCUF sent a list of candidates for the ICCC program committee.~~

## Communications/Outreach

* **Newsletter**

Action:   
Next newsletter in mid-year time-frame:   
**Report**: Newsletter #2 was posted in Jan 18th, 2019

* **Blogs/ CC External resources**

Report: Kwangwoo has produced a spreadsheet that provides CC related external resources.

**Report:** Spreadsheet has been updated, and CCUF members users encouraged to contribute.

* **Linked In “Common Criteria Professionals”**

Report: Ongoing.

* [**CCUF website**](http://ccusersforum.org) **and** [**CCPortal**](https://www.commoncriteriaportal.org/CCUF/) **updates  
  Action:**

Ongoing: FP: Events page needs update.

**Report:**

* **Membership calls**

Action: Ongoing: MK/PM/KL Post consolidated notes to the blog.

* **Member Survey**

It is four years since we last performed [a member survey](https://ccusersforum.onlyoffice.com/products/files/doceditor.aspx?fileid=4296282). San Francisco meeting was supportive of repeating that. Action: FP/MK to draft a survey.

**Report:** We will plan to perform another survey with a goal of presenting in Singapore..

## Liaisons

* **CCDB: (Mary Baish)  
  Report**
  + - Status of Only Office - Stable
    - Causeway: DM has secured another 6 month for Causeway
  + CCUF liaison from CCDB: Mary Baish to be the CCDB/CCUF liaison. Ongoing: DM to announce this change to CCUF members.
  + MV: Is leading further CCUF action in regard to CCDB questions for Rome.
  + Feedback from iTC. Can the CCUF help co-ordinate iTC updates to the CC Portal? -   
    Action: We should produce and communicate the procedures to the iTCs and make reminders that iTCs should provide updates.
* **ISO (Kwangwoo Lee)**  
  **Report:**   
  46 members in ISO CCUF group.  
  We received a message from ITTF with questions in regard to approval of the liaison with ISO. We have documented our organizational status in order to allow this to move forward in ISO. (We added a policy to our charter describing the organization as an “unincorporated nonprofit association.”)  
  CCUF
  + We held one meeting in order to introduce folks to the ISO process.
  + We scheduled a meeting in regard to the terminology and the concepts presentation. With comments received for 22216
  + We have interest in the WG4 Study Period on IoT
  + FDP\_ITT contribution (DSC, SOC,) ??

**Action:**

Kwangwoo will represent the CCUF in WG3 in Tel Aviv, and prepare the CCUF liasion statement . (Pending approval of liason status.) Kwangwoo to write to SC27 secretariat for news.

Kwangwoo responsible for sending to ISO any comments/liaison from CCUF members.

## Conferences

* + **ICMC (Vancouver: May 14/17)  
    Report: (M Keller):** Free conference pass (?Reach out to the Norwegian University that hosted CCUF.)
  + **ICCC** (Singapore: October 2019)

## Collaboration Tools

* **Only Office**

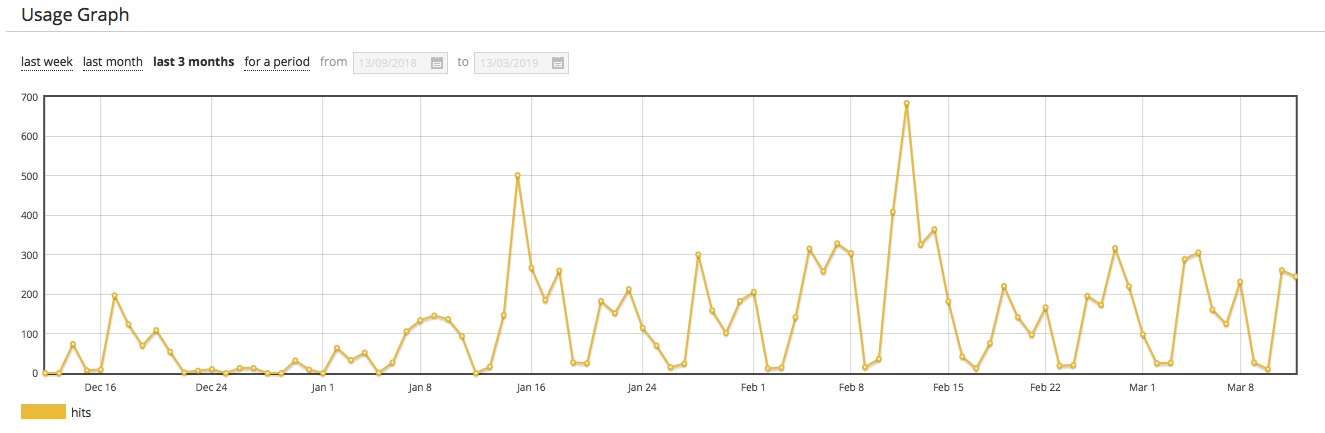
**Report:**

Management (members/storage/organization)

* + - Storage space used: **3.26 / 5**
    - Number of active users: **808 / 1000**

Backup schedule

FP Performed backup on **2019-03-13**



* **Future of the collaboration tool**

**Report:** Ongoing discussion: Will be discussed at the next management meeting.

* A**ny Other Business**
  + **None**

Next Meeting time:

* **April in Rome (See schedule)**