CCUF Management Group Meeting Minutes

April 20, 2021

# Attendees:

* \*Brian Wood - Samsung
* \*Kwangwoo Lee – HP
* Lachlan Turner - Lightship
* \*Michael Vogel ‑ atsec
* \*Miguel Bañón ‑ Consultant
* \*Mike Grimm ‑ Microsoft
* \*Petra Manche – Cisco
* Michelle Brown NIAP (CCDB Liaison)

(\*) In attendance

# Agenda:

## CCUF Charter

**Actions:**

* ~~PM compile comments and send to CCUF MG~~
* CCUF MG to review comments
* Follow up with BAE Systems and IBM on their comments.

## Report:

* **CCUF Charter**

**Report:**

* PM setup a github page and copied current version and draft upto github.
* PM posted draft charter for review. So far BAE systems and IBM are objecting to the change in voting procedure.
* Future look at moving voting into TOR with same restrictions.
* Future look into automating voting process
* Have discussions at the workshop state focus on opinions on voting not background.

## CCUF Workshops

* **CCUF Spring Workshop Virtual 2021 May 11 -12**

**Actions:**

* PM finalise schedule
* PM reach out to Test Automation team
* MV talk to Stephan Mueller
* PM to reach out NIAP & BSI, CCDB crypto WG
* PM to reach out to speakers to confirm attendance
* Send out announcement with meeting links.

**Report:**

* May 11 and 12 two half days based on EDT timing.
* CCDB joint session May 11 10 -12 EDT.
* Need to decide how to fill May 12
* **ICCC 2021**

**Actions:**

**Report:**

* No update as of yet.
* **San Francisco (RSA): May 2021**

**Actions:**

**Report:**

RSA virtual this year. So no CCUF in person meeting.

## Communications/Outreach

* **Newsletter**
* **Actions:**   
  + ~~PM/BW Ongoing: Next newsletter in Jan time-frame~~:
* **Report**:
* Newsletter went out Jan 29 2021 and included the survey responses.
* **Blogs/ CC External resources**

**Actions**:

* + PM update calendar
  + ~~BW to put a note on Web to point to where they can access link on onlyoffice~~
* **Report:**
* BW posted conference onlyoffice links
* Spreadsheet has been updated, and CCUF members users encouraged to contribute.
* CCUF Calendar updated (17-02-2021)
* **Linked In “Common Criteria Professionals”**

**Actions:**

**Report:**

Ongoing.

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

**Report:**

* BW and Tools WG posted FAQs on iTCS on website
* .
* **Membership calls**

**Actions:**

PM to organize Europe call for June/July

MG to organize North America call for June/July

**Report:**

* North America call was on August 12th 2020
* European call was on Sept 9th 2020, only MV and PM turned up
* KL has a bi-weekly Asia call
* **Member Survey**

**Action**:

~~BW taking spreadsheet data and turning into readable format~~.

**Report:**

Included in Newsletter

40 – 60 responses – 40 complete

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.

## Liaisons

* **CCDB: (Michelle Brown)  
  Actions:**

**Report:**

* + Proposed dates for CCDB meetings.
  + Changes to the iTC process, NIAP is looking at proposing suggestions for next CCDB meetings. NIAP in the future will be looking for CCUF input.
* **ISO (Kwangwoo Lee)**  
  **Actions:**
  + ~~KW to send report on copyright issue to Wg3~~
  + KW to provide update at workshop

**Report:**

Provided liaison statement to WG3.

15408 and 18045 will be published before end of year

Provided concern over copyright. ISO reviewing.

64 members to CCUF group

## Conferences & Events with expected CCUF involvement

* CCUF Spring Workshop Virtual (May 11-12 2021)
* CCDB Spring meeting Virtual (May 10 -12 2021)
* RSA Virtual (May 17 2021)
* ICMC (Hybrid) Sept 1 -3 2021
* ICCC 2021 TBD Q4 2021
* CCUF Fall Workshop TBD Q4 2021
* ISO Meeting TBD
* EU Cyber Security Act Conference March 15 - 16 2022

## Collaboration Tools

* **Only Office**

**Actions:**

CCUF MG to look at OnlyOffice, space and github

BW to look at Team Tools applicable to CCUF

**Report:**

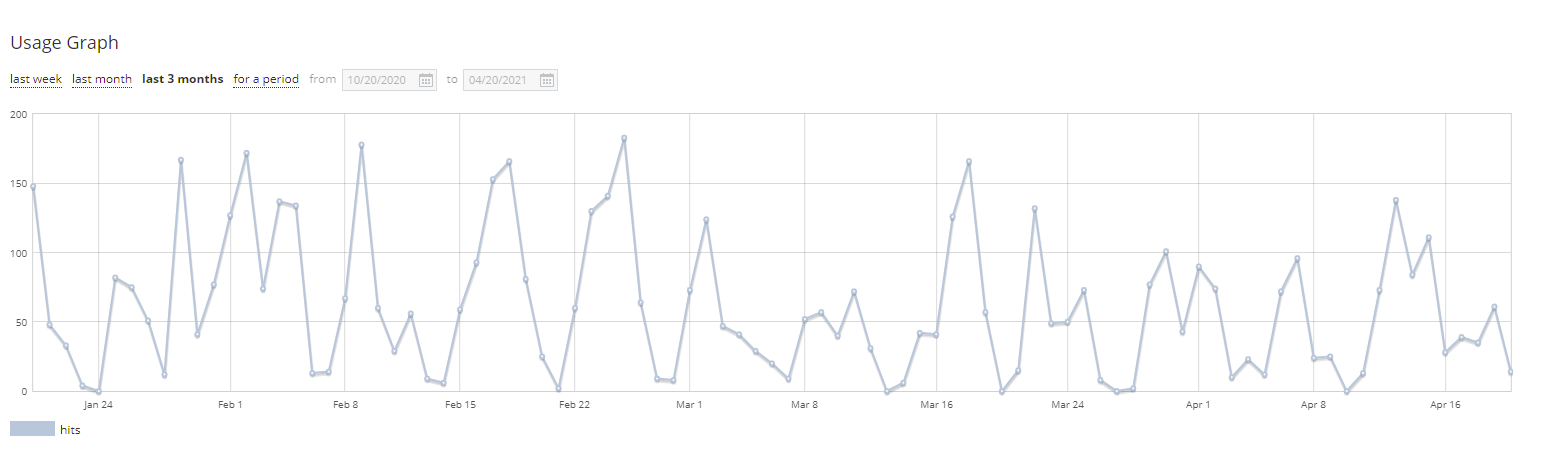
* Look at using Charter as first doc to github
* Look at wordpress on ccuserforum.org.

Management (members/storage/organization)

* + - Storage space used: **6.91 / 50**
    - Number of active users: **720/ 1000**

Backup schedule

PM Performed backup on **2021-04-20**

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* **Collaboration tool Report:**

Has setup DSC and DBMS is starting to setup.

HCD iTC using github.

Waiting on feedback from users who are using the tools.

Ongoing work is being handled by the [Team Tools WG](https://ccusersforum.onlyoffice.com/products/projects/tasks.aspx?prjID=598898#sortBy=title&sortOrder=ascending). (Brian Wood). Real work is on GitHub at [iTC wg tools](https://github.com/itc-wgtools) repository.

Encourage iTC/TCs to move to method on github.

* **Any Other Business**
  + ITC Chair being held this week.

Next Meeting time:

* Pre workshop call May 4th 2021 8 PT 9 CT, 11 ET, 4pm UK, 5pm Europe, 12am Korea