

Welcome!

*Collaborative Discussion Exploring System Description
in Support of Evolving a Forum-Produced White Paper*

**Virtual Mini-Forum
June 15, 2022**

Session Objective & Agenda

Session Objective: Explore the topic of System Description and collaborate on the evolution of a Forum-produced white paper discussing promising practices.

Agenda:

12:00 – 12:08: Welcome + Introduction

12:08 – 12:20: System Description White Paper Overview

12:20 – 12:40: Exploring Key Questions

12:40 – 12:55: Providing Targeted Input on Draft White Paper (*Optional*)

12:55 – 1:00: Next Steps + Closing

AV SMS Forum Ground Rules

Collaborating across the ADS community to implement SMS by sharing promising practices

Participants are encouraged to share process-related (non-proprietary) safety-related knowledge and practices relevant to others to achieve our collective goal of safe deployment of ADS vehicles.

Participation is welcome from leaders who are actively working to implement SMS in their organizations.

To create a safe space for candid discussion:

- 1. Chatham House Rule:** We agree to the Chatham House Rule, in that ***we can use the information received***, but we will not reveal the identity nor the affiliation of the speaker(s) or other participants.
- 2. Recording:** We agree not to record (audio or video) or photograph information without prior approval.
- 3. Social Media:** We agree to solely use social media for event promotion and not for sharing information or content from the sessions.
- 4. Anti-Trust:** We will not discuss the following during any session: i) prices, changes in pricing, or price forecasting; ii) competitive pricing strategy; iii) terms or conditions of sales, or supplier terms and conditions; iv) credit terms, profits, profit margins, or costs; v) selection, rejection, or termination of suppliers or customers; vi) market share or sales territories; or vii) competitive bids or bidding strategy.
- 5. Respect:** We commit to listen well, participate fully, be constructive, and acknowledge alternate viewpoints.

Committee Vision

AV SMS Forum

Vision: ADS community is recognized as a leader in organizational safety and SMS

We exist to:

- **Provide information, guidance, and justification to support the advancement of SMS** within organizations in tangible and actionable ways (e.g., guides, templates)
- **Hold rich discussions on problems and solutions** to difficult topics (*with agreements in place to support candid discussion*)
- **Help organizations to learn from each others' experiences** (*non-intellectual property and non-competitive advantage*)

We strive to:

- **Grow into an SMS industry forum** with sustained connectivity and communication around SMS resources

How we will achieve this vision:

- **Collaborative development of resources/artifacts** (e.g., create and share a resource 1-2x per year and incorporate discussion of the resource into a broader workshop or small group forum)
- **Hold a workshop 1x per year for the community of stakeholders** with interest in SMS focused on exploring a resource or topic of universal interest with limited sensitivity—*This will also serve to identify additional participants for smaller group forums*
- **Hold small group forums 2x/year to explore a targeted problem space and discuss solutions in a safe environment** with ADS organizations that have signed on to an agreement to participate in this exploration together (e.g., team of 2 from the Committee will plan the problem to discuss, lead the discussion, and identify the associated resource(s) to share)

Value this group/forum brings:

- **Experience and practical insights** on methods for implementing and growing SMS
- **A pragmatic, solutions-based approach** for how to put safety into action
- **A place to think and learn about SMS** outside of a direct company's practices and policies
- **People who are excited to collaborate!**

Exploration Questions

1. Initial reaction to the scope of the draft white paper?

- *Just right? Too broad of a scope? Too narrow of a scope?*
- *What's missing?*
- *Anything to remove or shift?*

2. Who would you anticipate is the audience for this paper?

- *Is the content in alignment for the intended audience?*
- *Proposed adjustments?*

3. What is the best way to collect additional input from the group?

- *Continue asynchronously in MS Teams*
- *Email in*
- *Sub-group meets more frequently (e.g., 2x/mo.) to collectively workshop*
- *Other?*