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## **SMKI PMA Meeting Headlines 21<sup>st</sup> August 2018**

**10:00 – 12:30**

**Gemserv, 8 Fenchurch Place, London, EC3M 4AJ**

### **SMKI PMA\_49\_2108 – Meeting Headlines**

#### **SECPMA\_48\_1707 – Draft Minutes** *(For Decision)*

The Draft Minutes from the SMKI PMA meeting held on 17<sup>th</sup> July 2018 were approved as written.

#### **SECPMA\_49\_2108\_03 – Actions Outstanding** *(For Information)*

SECAS, the SMKI PMA Chair and the DCC provided an update on actions from previous SMKI PMA meetings, and discussions took place on several ongoing actions still being progressed.

#### **SECPMA\_49\_2108\_04 – tScheme Report and Approval** *(For Decision)* (**AMBER**)

The DCC provided the SMKI PMA with the Independent SMKI Assurance Scheme Report as per obligations under SEC Appendix C paragraph 4.6(c). The DCC also provided the SMKI PMA with its Management Response which addressed the minor non-conformities that had been identified. The SMKI PMA confirmed that it was satisfied with the report and **AGREED** the Assurance Status for the DCC and will notify Parties as required in SEC Appendix C paragraph 5.2.

The agenda item was marked as **AMBER** and therefore recorded in the Confidential Minutes.

#### **SECPMA\_49\_2108\_05 – Problem Report for Leading Zeros** *(For Information)* (**RED**)

The SMKI PMA were provided with a summary report from the DCC which addressed the issue relating to Leading Zeros. The agenda item was marked as **RED** and therefore recorded in the Confidential Minutes.

The SMKI PMA **NOTED** the report.

#### **SECPMA\_49\_2108\_06 – SEC Modification Proposal for changes to SEC Section L – SMKI Repository** *(For Decision)* (**GREEN**)

The SMKI PMA were presented with a draft SEC Modification Proposal to amend SEC Section L, to clarify that the replacement or deletion of material from the SMKI Repository is not allowed without the express approval of the SMKI PMA.

The SMKI PMA **APPROVED** the SEC Modification Proposal.

**SECPMA\_49\_2108\_07 – Annual Standards Review** *(For Discussion)* **(GREEN)**

SECAS presented the SMKI PMA with the key findings from the annual assessment of the Standards, Procedures and Guidelines mandated within the SMKI and DCCKI documentation. The SMKI PMA were requested to consider the outputs of the review, and to discuss the next steps in regard to the key findings.

The SMKI PMA **NOTED** the findings.

**SECPMA\_49\_2108\_08 – Standing Agenda Items** *(For Discussion)*

A verbal update was provided on the following agenda items:

- SMKI Operational Update **(RED)**;
- DCC Update;
- DCCKI PMA Function Update; and
- BEIS Update.

**Any Other Business (AOB)**

There were no items of other business and the SMKI PMA Chair closed the meeting.

**Next Meeting: 18<sup>th</sup> September 2018**