
ISO/TC 97 SPECIAL GROUP ON FUNCTIONAL STANDARDIZATION

Minutes of the meeting held in Eindhoven on 9 March 1987

1. Opening of the meeting

The meeting was opened by its convener, Mr. J.W. van den Beld. He welcomed the delegates to Philips' premises and informed them of the house rules and logistics of the meeting.

2. Roll call of delegates

All present briefly introduced themselves. Annex 1 of these minutes is a list of the delegates. Apologies have been received from Messrs. J. Aschenbrenner, R. Becker and S.D. Fenner.

3. Adoption of the draft agenda

The draft agenda was adopted with the following modifications:

- It was considered essential to insert a discussion on the scope and aims of the Special Group right at the beginning of the meeting, which led to a new item 3a (Scope and aims of the Special Group's activities). This item is related to item 5a Definition of functional standard(ization).
- Items 5b - 5d form a group that some delegates felt was too technical for them to discuss with sufficient confidence and expertise. It was also noted that any taxonomy of FSs (= Functional Standards) should be considered a state of the art opinion open to later modifications.
- Items 5e - 5h form another group, centered around the role ISO can play in functional standardization.

3a. Scope and aims of the Special Group's activities

Several delegates requested information on the history of the Group and the results of the ISO meeting held the previous week on OSI standardization priorities and planning (TC97/SCs 6, 18, 20 and 21). The convener recapitulated the Group's history, mentioning that the TC97 Advisory Group left it to the Group to establish its scope itself.

He proposed to divide the work on functional standardization in the same way as the NBS workshops organize their activities: the basic technical work lies outside the regular standardization bodies, the organizational and publication activities lie inside the ISO corpus. A worldwide technical consensus should, in this way, precede the ISO approval (or disapproval). In Europe, this method seems feasible.

A discussion then took place over the question where exactly the boundaries of the Group's and ISO's work should lie in functional standardization, in other words what should be the responsibility of the Group and ISO between the two points where a technical proposal (received from a "feeder" organization) enters and leaves the ISO machinery. Various feeder organizations could supply draft FSs (technical proposals of their making).

COS, MAP/TOP, POSI, OSITOP and SPAG/SPAG Services are examples of such organizations, but they are not the only ones to be considered. The vital question is: what are the precise functions the Group is going to perform from the day such a paper is received from a feeder organization?

The UK delegation had a clear view on this matter. BSI

- wants technical consideration as well as approval to be kept within ISO bounds;
- wants the activities on (OSI) base standards (BSs) and FSs to be integrated as much as possible;
- wants ISO standards that can be used for equipment specification, implementation, procurement documents, conformance testing.

American delegates were of a different opinion.

- ANSI: if the feeder organization works with an open procedure, then we may assume a fair consensus to be already reached;
- MAP/TOP: the development of FS should be a user-vendor activity, based on solid ISO BSs;
- Testing also is an application oriented market place activity, to be done outside ISO;
- No matter what ISO does, these activities are going ahead rapidly and will not wait for ISO.

The prevailing opinion was that a clear distinction between FSs and BSs can and should be made and that they should be developed in different ways.

Mr. Sessler distinguished four phases in the general standardization process:

1. requirements phase / decision and selection
2. technical development phase, including the combining of BSs
3. approval phase, including "quality control", editorial review and registration
4. maintenance phase.

With FSs phase 1 is market oriented and phase 2 includes the harmonization of (technical) requirements.

Also, many delegates considered that the established TC97 SCs would be unable to review and/or rework an FS tabled by e.g. MAP/TOP.

Some sort of quality control was generally seen as an essential aspect of the Group's Task. The UK delegates, however, wanted the technical quality control to be included in the ISO field of work, whereas many other delegates were of the opinion that this would slow up the work too much and is partly outside the field of the existing SCs.

Opinions also differed on the subject of which authority should be responsible for maintenance: the feeder organization or the publication organization (ISO).

Since no obvious solutions to these differences of opinion were in sight, the convener proposed that these subjects were to be discussed in working groups (working with a strict time limit).

Two groups were formed:

Group 1: Subject: the definition of the concepts of functional standard and functional standardization.

Convener: Mr. M.J. Purton (BSI)

Members : Messrs. Gibson, Holka, Harrop, Koide, Lloyd, Nahas, Oosthoek, Reuss, Wilmart.

Group 2: Subject: the enumeration and/or description of the functions and tasks of our Special Group on Functional Standardization (what should we do and how should it be done?).

Members: all other delegates.

In order to enable the delegates to do some homework on these subjects, no less than 13 documents were tabled:

- ANNEX 2 : European Workshop for Open Systems (EWOS). SPAG, 12.1.1987.
- ANNEX 3 : Functional Standards Development Activities in Japan. K. Naemura and S. Koide, March 1987.
- ANNEX 4 : Objective and Scope of the Special Group on Functional Standard. K. Naemura and S. Koide, March 1987.
- ANNEX 5 : Definition of Functional Standard. K. Naemura and S. Koide, March 1987.
- ANNEX 6 : Operating Procedures of the Special Group on Functional Standard. K. Naemura and S. Koide, March 1987.
- ANNEX 7 : UK contribution No. 1 to ISO/TC97 Special Group on Functional Standards. ISO/TC97 N 1743, 1986-09-03.
- ANNEX 8 : UK contribution No. 2 to ISO/TC97 Special Group on Functional Standards. ISO/TC97 N 1744, 1986-09-03.
- ANNEX 9 : UK contribution No. 3 to ISO/TC97 Special Group on Functional Standards. ISO/TC97 N 1745, 1986-09-03.
- ANNEX 10 : Support for ISO procedures. BSI. ISO/TC97 N 1656, April 1986
- ANNEX 11 : Priorities for Information Technology standardization work suggested by COS, POSI, MAP/TOP, SPAG and SPAG Services SA. ISO/IT CONS TECH 2, ANNEX 2 (Rev.) to ISO/IT CONSULT.
- ANNEX 12 : Harmonized and expanded priority input to ISO. COS, MAP/TOP, POSI, SPAG. 5 March 1987.
- ANNEX 13 : Letter on Functional Standardization. Secretary General ISO, 30 January 1987.
- ANNEX 14 : Conformance Criteria for Functional Standards. K. Naemura and S. Koide, March 1987.

Then the meeting was adjourned until the following morning, 9.00 h.

The secretary: Mr. H. Oosthoek

LIST OF ANNEXES

- ANNEX 1 : List of the delegates which have attended the meeting no. 1 of ISO/TC97/Special Group on Functional Standardization, held in Eindhoven, the Netherlands on 9 - 13 March 1987.
- ANNEX 2 : European Workshop for Open Systems (EWOS), SPAG, 12.1.1987.
- ANNEX 3 : Functional Standards Development Activities in Japan. K. Naemura and S. Koide, March 1987.
- ANNEX 4 : Objective and Scope of the Special Group on Functional Standard. K. Naemura and S. Koide, March 1987.
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- ANNEX 13 : Letter on Functional Standardization, ECMA to Secretary General ISO, 30 January 1987.
- ANNEX 14 : Conformance Criteria for Functional Standards. K. Naemura and S. Koide, March 1987.
- ANNEX 15 : Scope of Functional Standardization. Document Berlin-13, October 1986.
- ANNEX 16 : Memorandum M-IT-01, CEN/CLC/CEPT, March 1986.
- ANNEX 17 : GUS Introduction, November 1986.
- ANNEX 18 : US Position in the Meeting of the Special Working Group on Functional Standardization. ISO/TC97 N 1748, 1986-09-09.
- ANNEX 19 : Recommendations of the ISO/TC 97 Special Working Group on Functional Standards. ISO/TC97 N 1758, 1986-10-21.

ISO/TC 97 SPECIAL GROUP ON FUNCTIONAL STANDARDIZATION

List of delegates who have attended meeting no. 1 of the ISO/TC 97 Special Group on Functional Standardization held in Eindhoven, The Netherlands on 9-13 March 1987

Delegates	Employer	Representing	Office in	Country
R. Becker	CIG	BIN	Brussels	Belgium
J.W. van den Beld	Philips	NNI	Eindhoven	The Netherlands
J. de Blasi	IBM Corp.	ANSI	Purchase	USA
W. Brodbeck	IBM Europe	DIN	Paris	France
M. Cain	COS	COS	Vienna	USA
Ms. D.M. Cerni	COS	COS	McLean	USA
J.D. Converse	MAP/TOP org.	MAP/TOP org.	New York	USA
G. Dureau	CIT ALCATE CGE	TC 184	Paris	France
R.B. Gibson	AT&T	ANSI	Bedminster	USA
M. Harrop	Treasury Board	CSC	Ottowa	Canada
V. Hathway	Dept. Trade & Ind.	BSI	London	UK
T. Holka	Bull SA	AFNOR	Les Clayes Bois	France
B. Jacobsen	CRI A/S	DSA	Copenhagen	Denmark
P. Jones	ISO/CS	ISO/CS	Geneva	Switzerland
E. Kelly	AMP Inc.	ANSI	Harrisburg	USA
A.J. Kingsmill	Plessey	BSI	Nottingham	UK
S. Koide	Fujitsu	Jap. Stand. org.	Kawasaki	Japan
R.V.S. Lloyd	ICL	SPAG	Bracknell	UK
K. Naemura	NTT	POSI	Yokosuka	Japan
N. Nahas	OSITOP	OSITOP	Paris	France
H. Oosthoek	NNI	NNI	Delft	The Netherlands
M.J. Purton	BSI	BSI	London	UK
H.J. Reuss	DSA	DSA	Hellerup	Denmark
Mrs. M. Sabev	IEC/CS	IEC/CS	Geneva	Switzerland
G. Sessler	Siemens	DIN	Munich	BRD
F. Simon	CIG	BIN	Brussels	Belgium
D. Willets	British Telecom	TC 97/SC 20	London	UK
J. Wilmart	Siemens	BIN	Brussels	Belgium
A. Woodcock	DRCG/ARS	SPAG	Louveciennes	France

Datum: 13 May 1987

revised

Ref.: TC 97/SG/87/Annex 1
(to SG-FS/87/01)

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R.V.S. Lloyd	ICL	JISC	Bracknell	UK
K. Naemura	NTT	SPAG	Yokosuka	Japan
N. Nahas	OSITOP	JISC	Paris	France
H. Oosthoek	NNI	OSITOP	Delft	The Netherlands
M.J. Purton	BSI	NNI	London	UK
H.J. Reuss	DSA	BSI	Hellerup	Denmark
Mrs. M. Sabev	IEC/CS	DSA	Geneva	Switzerland
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J. Wilmart	Siemens	TC 97/SC 20	Brussels	Belgium
A. Woodcock	DRCG/ARS	BIN	Louveciennes	France
		SPAG		

ISO/TC 97 SG-FS/87/01
Annex 2

TITLE: Draft agenda for first meeting of ISO/TC 97 Special Group on Functional Standardization, Eindhoven, March 9-13, 1987.

SOURCE: NNI

STATUS: Draft agenda

REQUESTED ACTION: TC 97 member bodies, category A liaisons, COS, MAP/TOP, ISOTOP, EMUG, POSI and SPAG are invited to participate.

DISTRIBUTION: P and L Members
COS
EMUG
ISOTOP
MAP/TOP
POSI
SPAG

D R A F T A G E N D A

Meeting: ISO/TC97 Special Group on Functional Standardization

Date: March 9-13, 1987

Location: Nederlandse Philips Bedrijven B.V.
Vredeoord Complex
Building VH, 12th floor
Entries: Groenewoudseweg of Vredeoord
Eindhoven, The Netherlands

Contact Address: Mr. Jan W. van den Beld
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Secretariat: Dutch Standardization Institute NNI
Mr. H. Oosthoek
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2600 GB DELFT, The Netherlands

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Telex : 38144 NNI NL

- ✓ 1. Opening of the SG meeting 13.30 hrs. . . .
- ✓ 2. Roll call of delegates .
- ✓ 3. Adoption of the agenda *and allow*
scope of the meeting
- ✓ ④ Appointment of drafting committee *no SG*
- ✓ ⑤ Topics mentioned in document ISO/TC 97 N 1758 (Berlin Resolution) and comments received on letter ballot (N 1760) from member bodies (N 1844, N 1847, N 1853).
These topics deal with:
 - ✓ a. definition of functional standard(ization)
 - b. catalogue of functional standards ,
 - c. classification of functional standards
 - d. program of work including allocation and planning of work (inside/outside Special Group)
 - e. operating procedures
 - f. relation to conformance criteria
 - g. relation and feed back to basic standardization program in ISO/TC 97
 - ✓ h. publication/maintenance of functional standards
- ✓ 6. Liaisoning
- ✓ 7. Approval of resolutions
- ✓ 8. Miscellaneous
- ✓ 9. Date(s) of next meeting(s)
- ✓ 10. Adjournment (Friday, March 13, not later than 15.00)