
ISO/TC 97 SPECIAL GROUP ON FUNCTIONAL STANDARDIZATION

* Resolutions of the first meeting of the ISO/TC 97 Special Group on Functional Standardization, held on 9-13 March 1987 in Eindhoven, The Netherlands

1. That ISO be requested to establish a new type of publication to be known as "International Standardized Profile" (ISP).
2. That the following definition of ISP be approved:
International Standardized Profile (ISP)
An internationally harmonized document which identifies a group of standards, together with options and parameters, necessary to accomplish a function or set of functions. *F*agreed to,
3. That the procedure for submission, review and approval of an ISP be as shown in the flow chart annexed to these resolutions and as detailed below:
 - 3.1 The following assumptions regarding the development process, preceding the submission of the proposed draft ISP (PDISP) to ISO, were made:
 - there will be a joint planning operation of a feeder organization and ISO. This will include a review of the ~~needs~~ *identified* for the ISP and identify liaisons required with ISO/SCs *purpose* responsible for the base standards called up in the ISP. It may also identify priorities required for the finalization of base standards in the time frame of the preparation of the draft ISP.
 - the development process will be open to all interested parties;
 - the proposed DISP (= PDISP) will be "internationally" harmonized;
 - the proposed DISP will be submitted in a prescribed format;
 - the proposed DISP will meet the definition of an International Standardized Profile as prescribed by ISO.
 - 3.2 The PDISP shall be accompanied by an Explanatory Report, including a check list, completed by the originator declaring that the "assumptions" have been met and also including any other relevant background information concerning the development process.

3.3 The timing for the completion of the ISO processing of a proposal up to the published ISP is targeted as 7 to 10 months according to the following schedule (which is a modification of the normal DIS letter ballot procedure, by dividing the 6 months period into an initial review by the Special Group followed by a 3 months Member Body letter ballot):

- Review by the Special Group. 1 - 2 months
The PDISP and explanatory report shall be sent by the SG Secretariat simultaneously to all members of the SG to review that the development assumptions have been followed and the proposal is consistent with the requirements of an ISP.
- Identification of the Project Editor.
- Ballot by ISO member bodies 3 months
(a one month extension is permitted)
- Review of comments received during the voting period and preparation of the final text by the Project Editor (and his SWG) 1 1/2 - 2 months
- Final approval by ISO Council and publication 1 1/2 months
- Dead time - mail etc. 1 month

4. That the title of the Special Group remains unchanged and the area of work be: to cover TC97's needs for International Standardized Profiles.

5. The steps for revision of an ISP are the same as those for preparation of a new ISP. ISO will work in conjunction with the originator in the maintenance of an ISP. If the originator no longer exists as such, ISO will assume full responsibility for the maintenance of an ISP.

6. The Special Group establishes the following Task Group with the terms of reference specified

- Taxonomy Group

Task: to prepare and maintain a classified catalogue of proposals for ISPs; the catalogue to be published as an ISO/TR Type 3. Considering the critical role of the Taxonomy Group as a bridge between the originating organization and the Special Group Ms. D. Cerni of COS is appointed convener. The Group shall comprise individual experts from member bodies, feeder organizations and liaison organizations.

It is expected that this work will result in the establishment of a schedule for future ISPs and will enable the SG to prepare a plan for its future work.

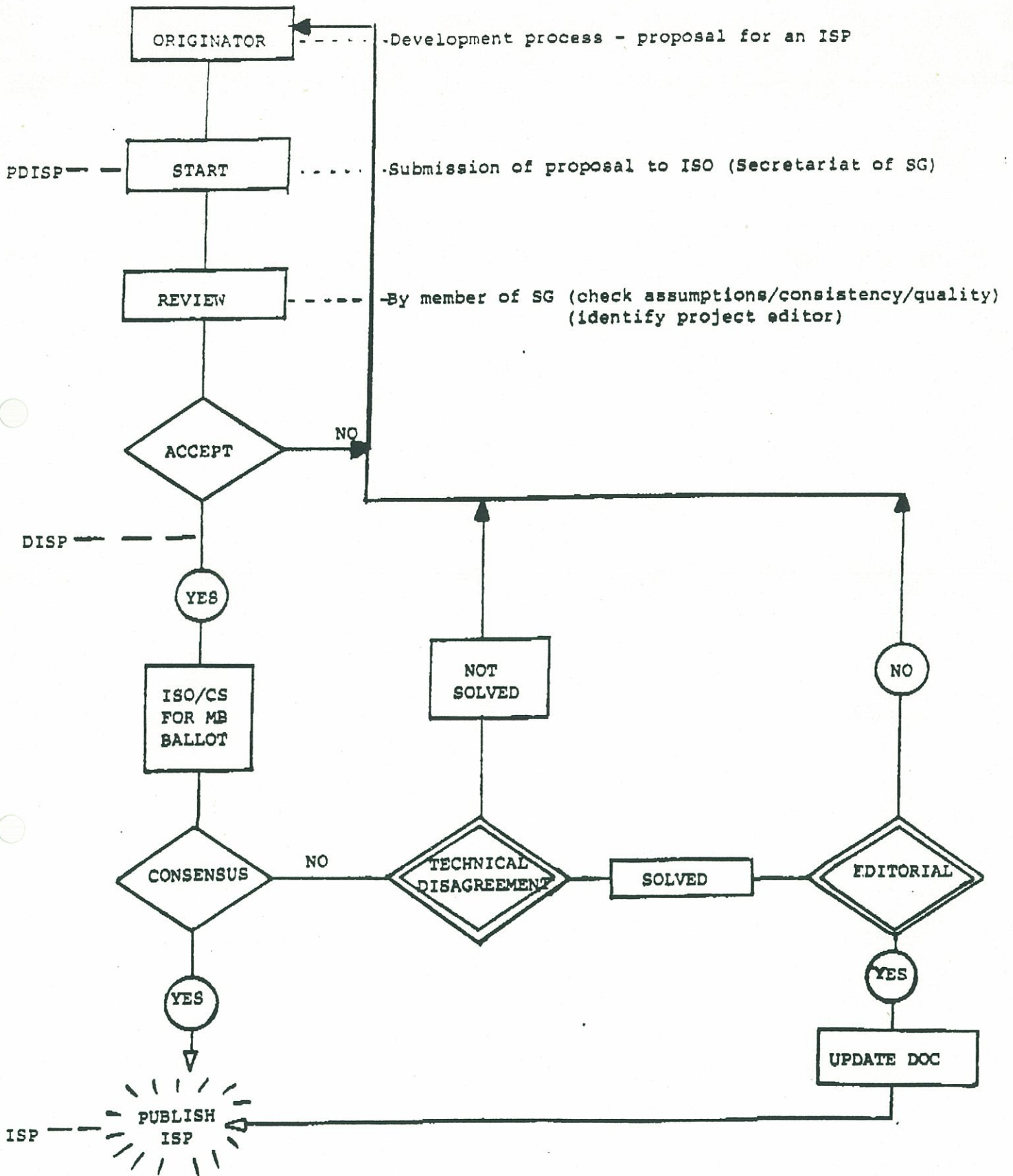
7. That the PDISP be submitted in the format described in the ISO/IEC rules for the presentation of International Standards.

That the review process for the ISP will encompass the following considerations:

- confirmation that the assumptions pertaining to the development organization are correct;
- inclusion of the ISP in the taxonomy;
- technical consistency in the use of referenced International Standards;
- adherence to quality and format requirements;
- identification of a project editor.

8. The Special Group expresses its grateful thanks to Mr. J.W. van den Beld and Miss L. Keim of the Philips organization and Mr. H. Oosthoek of NNI for their outstanding work and generous hospitality in organizing and hosting the meeting.

ISP PROCESS



 = Originator and ISO together