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ISO/IEC JTC 1/SGFS
Title: ISO/IEC JTC 1 Special Group on Functional Standardization
Secretariat: NNI (Netherlands)

Title : Resolutions of the Meeting of the ISO/IEC JTC 1/Special Working Group on Procedures, Geneva, Switzerland, 1991 December 9-11

Source : Secretariat, ISO/IEC JTC 1/SWG on Procedures

Status :

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**ISO/IEC JTC 1  
INFORMATION TECHNOLOGY  
Secretariat: USA (ANSI)**

**TITLE:** Resolutions of the Meeting of the ISO/IEC JTC 1/ Special Working Group on Procedures, Geneva, Switzerland, 1991 December 9-11

**SOURCE:** Secretariat, ISO/IEC JTC 1/SWG on Procedures

**PROJECT:** --

**STATUS:** JTC 1/SWG on Procedures Resolutions.

**REQUESTED ACTION:** Specific requests for action on particular resolutions will be the subject of separate correspondence.

**DISTRIBUTION:** P and L Members  
Subcommittee Chairmen and Secretariats

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### **Resolution 1 - Revision of the JTC 1 Directives**

JTC 1 SWG-P instructs the Project Editor to revise document JTC 1 N 1566 in line with the changes agreed at the JTC 1 SWG-P meeting. The revised text should be circulated to the meeting attendees to confirm that the changes authorized have been applied properly and the finalized form circulated to JTC 1 prior to its next Plenary meeting.

### **Resolution 2 - Revised Annex C, Procedures for International Standardized Profile (ISP)**

JTC 1 SWG-P instructs the Project Editor to replace Annex C of the current JTC 1 Directives with the text contained in document JTC 1 N 1609 Rev.

### **Resolution 3 - Registration Authorities**

JTC 1 SWG-P instructs the Project Editor to incorporate the text contained in Annex 2 of the U.S. Contribution on Registration Authorities (document JTC 1 N 1694) into the revision of the JTC 1 Directives.

### **Resolution 4 - Maintenance and Correction of Defects**

JTC 1 SWG-P instructs the Project Editor to replace clause 6.13 in the current JTC 1 Directives with the text contained in document JTC 1 N 1562 as modified at the JTC 1 SWG-P meeting.

### **Resolution 5 - Application Environment Profile (AEP)**

Concerning resolution g) in document JTC 1 N 1642, the JTC 1 SWG-P requests the JTC 1 SGFS to develop draft procedures for the development of Application Environment Profiles. These procedures should be forwarded to the JTC 1 SWG-P for review. Concerning resolution h), the JTC 1 SWG-P instructs the Project Editor to incorporate the text contained in Item 18 H of document JTC 1 N 1694 into the revision of the JTC 1 Directives.

### **Resolution 6 - Funding Mechanisms**

JTC 1 SWG-P establishes an ad hoc group for the purpose of preparing recommendations dealing with funding mechanisms as defined in document JTC 1 N 1640 resolution 19. JTC 1 SWG-P accepts the U.S. offer to provide the Convenor for this ad hoc group. The ad hoc group shall take into account document JTC 1 N 1630 Rev and subsequent relevant documentation. The JTC 1 SWG-P requests the JTC 1 Secretariat to poll the National Bodies relative to the choice of date and venue for the first meeting. The singular objective of the ad hoc group is to prepare an initial report in sufficient time to allow consideration at the next JTC 1 Plenary meeting.

### **Resolution 7 - Teleconferencing/Electronic Messaging**

JTC 1 SWG-P establishes an ad hoc group for the singular purpose of preparing recommendation for the next JTC 1 Plenary meeting dealing with teleconferencing and electronic messaging. Mr. Gosta Lindberg (Sweden) be



invited to convene this ad hoc group. If he is not able to do so, the JTC 1 Secretariat and SWG-P Convenor are asked to identify a Convenor. The ad hoc group is directed to use document JTC 1 N 1557 as a basis for its work.

#### **Resolution 8 - IEC Recommendations for Shortening Lead Time**

JTC 1 SWG-P welcomes the initiative in the IEC Proposal "Recommendations for Radical Shortening of Lead Time for IEC Publications." However, taking into account the special requirements of JTC 1, it recommends that the IEC experience with the new procedures be monitored over a period of two years with a view to the possible implementation within JTC 1.

In monitoring these procedures, National Bodies should pay particular attention to the concerns raised in clause 3 of document JTC 1 N 1495. National Bodies should also be encouraged to make specific suggestions to JTC 1 for procedural changes which could accelerate the processing of standards.

#### **Resolution 9 - Circulation of Comments During a DIS Ballot**

JTC 1 SWG-P advises JTC 1 that it considers the answers to the questions raised in document JTC 1 N 1713 to be:

- 1) Yes
- 2) The significance ascribed to the contribution must be identified by the National Body/Liaison Organization submitting the contribution.
- 3) The mechanism for distribution of these documents is dependent on the status ascribed by the submitter. e.g., significant issues identified by the submitter that are not necessarily relevant to the question being balloted would be distributed to the SC upon receipt. Specific ballot responses would be circulated at the close of the ballot.

#### **Resolution 10 - JTC 1 Document Numbering System**

JTC 1 SWG-P recommends the continued use of only one JTC 1 document numbering system. Type identifiers or other mechanisms for categorizing documents may be applied at the national level.

#### **Resolution 11 - Availability of Published Standards for Use by Project Editors**

JTC 1 SWG-P advises JTC 1 that it considers International Secretariats have no obligation to provide standards to Project Editors on a gratis basis. Each National Body should determine the level of financial support it will provide to its Editors in acquiring published standards.

#### **Resolution 12 - Experimental Application of a Preliminary Phase for New Work Areas\***

JTC 1 SWG-P has noted the Proposed Procedures for the Preparation of Large

New Work Item Proposals contained in JTC 1 N 1381 and the responses received in JTC 1 N 1659. JTC 1 SWG-P recommends that the proposed procedures be applied by SC 6, SC 18, SC 21, SC 22 and SC 24 for a period of three years as a preliminary phase of new work proposal preparation. This process is an experimental procedure for application within SCs and would be supplemental to other procedures for use at the JTC 1 level.

The experimental preliminary phase should be applied by the SCs to new developments within their scope which include one or more of the following:

- a) An area of technical activity which will require a significant amount of expertise over an extended period in order to produce the required standards.
- b) A requirement for two or more interrelated work items to produce the required standards.
- c) A requirement for the production of a clear plan setting out the technical activity and resource estimates.

Such developments will be termed NEW WORK AREAS\*

The applicable SCs are invited to respond during and/or at the end of the experimental period as to the experience gained and whether or not any changes to the JTC 1 procedures are required to accommodate the experience gained.

### **Resolution 13 - Modification to Definition of Type 3 Technical Report**

JTC 1 SWG-P recommends to JTC 1 that the following modification to the definition of a Type 3 Technical Report be approved:

#### **7.3 Type 3 Technical Report**

When JTC 1 has prepared a document containing information of a different kind from that which is normally published as an International Standard (for example, a model/framework, technical requirements and planning information, a testing criteria methodology, factual information obtained from a survey carried out among the National Bodies, information on work in other international bodies or information on the "state-of-the-art" in relation to standards of National Bodies on a particular subject), JTC 1 may propose to the Secretaries-General that the information be published as a technical report.

### **Resolution 14 - Annual Report to ISO/IEC**

JTC 1 SWG-P requests JTC 1 to investigate with the ITTF whether the requirement for JTC 1 to prepare an annual report as defined in 2.2.2 can be waived since the SCs of JTC 1 prepare management and statistical reports on an annual basis.



**Resolution 15 - Size of Delegation to Meetings**

JTC 1 SWG-P requests that document JTC 1 N 1669 Add be placed on the agenda for consideration at the next JTC 1 Plenary meeting and that JTC 1 advise SWG-P on the disposition of this matter.

**Resolution 16 - Periodic Review**

JTC 1 SWG-P requests JTC 1 to address the question of whether the periodic review of a standard must be conducted five years after the most recent edition of the standard is published if an amendment(s) to the standard has been approved since the publication of the standard.

**Resolution 17 - Shortening of DIS Ballot Period**

JTC 1 SWG-P requests the JTC 1 Secretariat to ask National Bodies to comment on the proposal to shorten the DIS ballot to four months. Comments should be received prior to the next JTC 1 Plenary meeting.

**Resolution 18 - Technical Corrigenda Request from SAA**

JTC 1 SWG-P requests the JTC 1 Secretariat to ask National Bodies and the ITTF to provide comments on document JTC 1 N 1696 prior to the next JTC 1 Plenary meeting.

**Resolution A - Appreciation to Host**

JTC 1 SWG-P expresses its appreciation to ECMA and Mr. J. van den Beld for the excellent meeting arrangements and gracious hospitality which contributed to a highly successful meeting.

**Resolution B - Appreciation to Convenor and Secretariat**

JTC 1 SWG-P expresses its appreciation to Mr. Richard Gibson and Ms. Bernadette St. John for their timely efforts and support.