Draft Minutes
of the ISO/IEC JTC1/SGFS Authorized Subgroup Meeting,
December 5th - 9th, 1994, New Orleans, USA

Attendance: see attached list

1.   Opening

The Chairman Mr. Willem Wakker opened the meeting at 14.10 h. on Monday, December 5th, 1994. He welcomed all the participants. Also a word of welcome was given by Mr. Clyde Robichaux on behalf of ANSI which served as host for this meeting. The chairman expressed his appreciations to the Information Technology Industry (ITI) Council, former CBEMA, for coordinating the arrangements for the meeting.

2.   Roll call of the delegates

A short introduction round was held. Apologies were received from Ms. Isabelle Valet-Harper and Mr. Shozo Tanaka.

3.   Adoption of Agenda

The proposed agenda (SGFS N1195 R2, see Annex B) was adopted.

4.   Appointment of Drafting Committee

The following persons were appointed for the Drafting Committee:
        Mr. Clyde Robichaux
        Mr. Bryan Wood
        Mr. Werner Koch
        Mr. Peter Bessems (secr.)

5.   Review of minutes Cannes meeting, June 1994
        Review of resolutions Cannes meeting, June 1994

The minutes and resolutions of the Cannes plenary in June 1994 were reviewed (SGFS N1185 and N1186). No remarks on the minutes were made.
About Resolution 6: the new SGFS Standing Document SD-8 (Taxonomy Change Proposals) was tabled during the meeting.

6.   SGFS Chair and Secretary reports

Both documents (SGFS N1191 and N1197) were noted.

7.   Review of incoming documents

- SGFS N1203: References to ISO/IEC 7498.
  A Liaison Statement to all Liaison Bodies and S-liaisons was approved (SGFS N1241).
  They were reminded of their obligations as Maintenance Organizations (MOs) of ISPs
  in case base standards were revised (SGFS N1234).

- SGFS N1204: Defect Report for ISP 12061-2 (SC21).
  A Liaison statement to OIW has been approved (SGFS N1244). The Defect Report is
  submitted to OIW which is the Maintenance Organization for this profile.

- SGFS N1213: JTC1 Strategy for implementation IT.
  The Chairman and Secretariat will prepare a plan for the implementation of IT (e.g.
  electronic distribution of documents) within SGFS. The JTC1 and SC6 approach will be
  reviewed and a proposal for an SGFS approach will be available before the next SGFS
  plenary.

- SGFS N1215: Status of Technical Reports within SC6.
  This document was considered. The subject of normative references in and to TRs was
  treated under agenda item 12.

- SGFS N1226: Guidelines for the production of an ISP by an SC.
  The document was received for notification.

- SGFS N1229: Implementation of Vienna Agreement
  It was mentioned that there exists no experience on the implementation of the Vienna
  Agreement within SGFS. However, Mr. William Black reported that the most recent
  EWOS/TA decided to submit the second version of the FTAM ISPs (ISP 10607) to
  CEN for "parallel voting" within CEN and ISO.
  So the experience is coming up how to cope with the Agreement.

8.   SGFS Working methods

-    Harmonization
It appeared that the concept of "internationally harmonized" becomes a little bit unambiguous
in two cases:
1)   It is possible that a Workshop explicitly asked the other Workshops (several
      times) for a harmonization statement on a proposal for a PDISP, but one or both
      of the other Workshops do not respond at all (see document SGFS (ISP) N164).
      Is a document "internationally harmonized" when it is submitted to SGFS with a
      statement that the other Workshops were asked for a statement but nothing was
      received?
      There was a strong feeling among the participants that SGFS should insist on a
      harmonization statement from all Workshops. It was decided that the degree of
      harmonization will be explicitly mentioned in the Review Report. Therefore the
      final judgement on harmonization lies with the National Bodies.
2)   It is possible that an international organization applies for an S-liaisonship
      although it is questionable whether this organization is really open for all parties
      concerned. Is a PDISP submitted by this organization "internationally
      harmonized"? JTC1 is tackling a same sort of question when these kind of
      organizations want to submit a PAS for approval.

This question on harmonization is seen as a general JTC1 matter and the discussions within JTC1 will be monitored.

- Review of large documents
See next issue.

- Handling of ATS and PTSs
SC21 submitted a request to JTC1 for a change to the Fast-track Initiation Rules for test specifications (SGFS N1225). The request was rejected by JTC1 as stated in Resolution 47 of the JTC1 Plenary in October 1994 (see SGFS N1230).
If the Workshops want to submit ATSs, they can do this as a PAS-submitter in accordance with the Management Guide in JTC1 N3279rev. (SGFS N1239).
It was mentioned that this could be a disadvantage: the Workshops first have to be recognized as a PAS-submitter which means extra delay. Meanwhile, the respectable pile of FTAM ATS/PTS documents will be submitted by EWOS to SGFS for the review of the PTS parts and to SC21 for the review of the ATS parts. Document SGFS N1224 presents a possible solution how to cope with the imminent arrival of these test specifications.

- Cooperation other TCs
The Cooperative Agreement between JTC1 and TC46 on the Library profiles has been signed by the ISO/IEC JTC1 Chair and the ISO/TC46 Chair (SGFS N1258). The cooperation between SGFS and TC184 on the MMS profiles is moving on.

- Publicity for SGFS
Mr. Willem Wakker will develop an input to the SGFS plenary in June 1995 about how to cope with the previous suggestions for more publicity for SGFS (SGFS N1010)

9. SGFS Procedures (SD-1)

No comments were received on SGFS N1179. The editor of SD-1 will update the document to include procedures for updating and maintaining TR10000 Part 3.
Standing Document SD-2 (guidelines for ISP editors on procedures) appeared to be quite obsolete. The Secretariat will produce an updated version before the next SGFS plenary in June 1994.

10. SGFS Liaisons

SITA is now recognized as A-liaison to both JTC1 and SGFS (resolution 50 JTC1 plenary, October 1994, see SGFS N1230). The list of current SGFS liaisons is part of the Secretariat's Report (SGFS N1197). All liaison members will be asked to confirm the status of their liaison.

11. Publicly Available Specifications (PAS)

The management guide for the transposition of PAS into International Standards (JTC1 N3279Rev., see SGFS N1239) was approved by JTC1 for a trail period to January 1997.
JTC1 has set up an new working group on Referencing Specifications (resolution 40F, JTC1 plenary, October 1994, see SGFS N1230). JTC1 asked SGFS is to participate in that working group. The SGFS delegation will consist of persons who are currently active within SGFS.

Head of the SGFS delegation will be the SGFS chair.

The SGFS position on referencing PAS is stated in SGFS N1090 and N1188. A Liaison Statement to the JTC1 working Group was approved (SGFS N1243) specifically stating the SGFS position on referencing specifications.

12.   TR 10000 parts 1, 2 and 3, and OSE

Since the last SGFS meeting in Cannes PDTR 10000-1.3 (SGFS N1178) and PDTR 10000-3 (SGFS N1181) were sent out for SGFS Ballot. All comments received have been reviewed and discussed during the meeting. The result was the final DTR text for both documents: DTR 10000-1.3 (SGFS N1251) and DTR 10000-3 (SGFS N1253).

Both documents will be submitted to the JTC1 Secretariat for DTR Ballot. A Liaison Statement to SC21 and SC22 was approved (SGFS N1245) on the correspondence of OSE interfaces and ODP reference points. Also some comments on TR10000-2 were received to align part 2 with parts 1 and 3. The comments were resolved and TR10000-2 was revised and aligned with the new versions of TR10000-1 and -3. (See agenda item 15: a new version of TR10000-2 will also be sent to the JTC1 Secretariat for DTR Ballot).

For more detailed information about the discussions see Annex A of these minutes.

13.   Taxonomy Issues

Several taxonomy change proposals were received:
-      DFR (SGFS N1196): ADF taxonomy accepted
-      VT Use of the Directory (SGFS N1218): FDI5 accepted.
-      Taxonomy for the 1993 edition of the Directory (SGFS N1232 and SGFS N1238): only ADY (not ADX) accepted. Par. 6.3.3 will have two parts: one for the 1988 and one for the 1993 Directory edition. The FDX proposal was rejected. ADY44, ADY45, ADY61 and ADY63 (see SGFS N1232) were accepted.
       In general: Workshops are asked to submit in the future more detailed information about the rationale of taxonomy proposals.
-      ODA (SGFS N1223): AOD taxonomy accepted.
-      CGM (SGFS N1228): FCG taxonomy accepted. The acronyms following "FCG" were changed into digits based on the original digits used in SGFS N1147.
-      Medical Image Interchange (SGFS N1236): the AMI/FMI taxonomy was submitted by EWOS. No harmonization statements from the other Workshops were received. The AMI profiles appear to be more OSE than OSI profiles. Where do the base-standards come from? The FMI profiles were accepted accompanied by a footnote on the degree of harmonization. For the AMI profiles more clarification was needed.
-      SQL (SGFS N1237): the document was sent to SGFS for information.
       There were no comments during the meeting. The participants believed that this taxonomy was a good proposal for incorporation in TR10000-3.

All accepted taxonomy change proposals will be incorporated in TR10000 Part 2. An updated version of TR10000-2, including the alignments with DTR10000-1 and -3, will be submitted to the JTC1 Secretariat for DTR Ballot (see SGFS N1252).

The Workshops were asked to submit in the future more accurately statements on the degree of harmonization among the workshops.

For more detailed information about the discussions see the editor's report SGFS N1252.

Finally, the BSI contribution SGFS N1240 was discussed. BSI proposed to set up a

"taxonomy review panel":
- to examine taxonomy submissions upon receipt,
- on identifying problems to communicate informally with submitting organizations, and
- to discuss (and help rectify) those problems.

The possible scope, membership and working method of the panel are described in SGFS N1240. The document is reviewed and will become a basis for future guidelines to discuss the "mechanics" of using e-mail for a review group for taxonomies. The review group will report to the submitter. The submitter will control the review process.

14.   Resolved and Unresolved issues

The editor of the Issues List (SGFS N1023) proposed changes of the list (SGFS N1220) based on the discussions in Cannes, June 1994, and New Orleans, December 1994. Also ANSI submitted a contribution to the issues list (SGFS N1134Rev). The proposed changes were reviewed. The editor will produce an update of the Issues List (SGFS N1254).

15.   Future Meeting Dates

SD-6 (SGFS N1194) no changes.
Next meeting: June 19-23, 1995, Berlin, Germany

16.   Other Business

No other business.

17.   Approval of Resolutions

All resolutions in document SGFS N1256 have been approved unanimously.

18.   Closure of the meeting

The Chairman closed the meeting at 12.10 h. on Friday, December 9th, 1994, and thanked all the participants for their contributions.