doc. nr.	ISO/IEC JTC1/SGFS N 912
date 1993-05-27	total pages
item nr.	supersedes document

Secretariat: Nederlands Normalisatie-instituut (NNI)
Kalfjeslaan 2 P.O. box 5059
2600 GB Delft
Netherlands
telephone: + 31 15 690390
telefax: + 31 15 690190
telex: 38144 nni nl
telegrams: Normalisatie Delft

Title: ISO/IEC JTC1/SGFS

ISO/IEC JTC1 Special Group on Functional Standardization

Secretariat: NNI (Netherlands)

Title : U.S. National Body Contribution on SGFS Meeting Output Documents

Source : ANSI

Status : For discussion during the SGFS Plenary Meeting, July 5-9, 1993, Seoul, Korea

Note :

ANSI

American National
Standards Institute 11 WEST 42ND STREET, NEW YORK, NEW YORK 10036

TEL. 212.642.4900
FAX. 212.398.0023
Cable: Standards, New York
International Telex: 42 42 96 ANSI UI
D-U-N-S 07-329-4837

1993 April 13

VIA TELEFAX: +31 15 690 190

Mr. Peter J. J. Bessems
Secretariat, ISO/IEC JTC 1/SGFS
NNI
P.O. Box 5059
2600 GB Delft
The Netherlands

Dear Mr. Bessems:

Enclosed please find the U.S. National Body contribution on JTC 1/SGFS Meeting Output Documents.

Sincerely,

Michelle A. Maas
for the U.S. P-Member of SGFS

MAM:rta
Encl.

cc: J.-P. Emard
C. Robichaux

Source: U.S.A.

Status: U. S. National Body contribution for discussion at July, 1993, JTC1/SGFS meeting

Subject: JTC1/SGFS Meeting Output Documents

COMMENT 1:
The U.S. believes that output documents for comment from SGFS meetings need to be available to National Bodies and Liaison Organizations on a more timely basis. In particular, the U.S. believes that the quality of comments and contributions could improve if it were possible to have additional time for National Body and Liaison Organization discussions and consideration. Further, timely distribution of documents for comment would improve the likelihood of distribution and consideration of National Body and Liaison Organization comments prior to the meeting in which they will be discussed.

COMMENT 2:
An intent of documents for comment is to focus contributions. Without this focus, contributions are extremely difficult to analyze and integrate into meaningful output. This can consume large amounts of very valuable meeting time, lengthening the completion time. It is well and good for the initial document for comment in a new area to be generated by a single expert, National Body or Liaison Organization (serving as a "strawman" proposal). But as soon as a basis for discussion is adopted, modifications must represent group agreements, i.e., it is a working base document under group consensus control.
NOTE: "Group agreements" in this case means agreement to include the text for discussion purposes, not necessarily SGFS agreement to its content.

The U.S. understands and agrees with the urgency of the tasks assigned to SGFS; however, it believes that it is counter-productive to have text or concepts placed into any working base document without the knowledge and consent of the whole of SGFS. (Large additions of text or the incorporation of new concepts may give the illusion of speedy progress; but if they are later deleted or only fuel controversy, they lengthen, not shorten, project time.) Modifications of this type should be based on National Body or Liaison Organization contributions to the meeting.

CONCLUSION:
The two comments noted above, taken together, do not permit National Bodies and Liaison Organizations sufficient time for comment nor to distribute these comments to other National Bodies prior to the next meeting. Documents must be available sooner or, at the very least, it must be possible using the agreement at the meeting and the Editors Instructions to have a complete understanding of what will be in the final output document. In addition, the U.S. believes that if SGFS editors were given specific instructions, their tasks would be simplified and would require less time than is currently required.