

ISO/IEC JTC 1/SC 2
CODED CHARACTER SETS
SECRETARIAT: JAPAN (JISC)

DOC TYPE: Resolutions

TITLE: Resolutions adopted at the Fifteenth Meeting of ISO/IEC JTC 1, 6-10 November 2000 in Tromsø, Norway [JTC 1 N 6349]

SOURCE: JTC 1 Secretariat

PROJECT: --

STATUS: For information.

ACTION ID: FYI

DUE DATE:

DISTRIBUTION: P, O and L Members of ISO/IEC JTC 1/SC 2
WG Conveners and Secretariats
Secretariat, ISO/IEC JTC 1
ISO/IEC ITTF

NO. OF PAGES: 20

ACCESS LEVEL: Open

Contact: Secretariat ISO/IEC JTC 1/SC 2 - Toshiko KIMURA
IPSJ/ITSCJ (Information Processing Society of Japan/Information Technology Standards Commission of Japan)*
Room 308-3, Kikai-Shinko-Kaikan Bldg., 3-5-8, Shiba-Koen, Minato-ku, Tokyo 105-0011 JAPAN
Tel: +81 3 3431 2808; Fax: +81 3 3431 6493; E-mail: kimura@itscj.ipsj.or.jp
*A Standard Organization accredited by JISC

ISO/IEC JTC 1
Information Technology

ISO/IEC JTC 1 N 6349

DATE: 2000-11-10

REPLACES

DOC TYPE:
Resolutions

TITLE: Resolutions Adopted at the Fifteenth Meeting of ISO/IEC JTC
1, 6-10 November 2000 in Tromsø, Norway

SOURCE:
JTC 1 Secretariat

PROJECT:

STATUS:
It is the intention of the JTC 1 Secretariat to issue separate
communications on all resolutions requiring action.

ACTION ID: FYI

DUE DATE:

DISTRIBUTION: P and L Members

MEDIUM:

DISKETTE NO.: 19

NO. OF PAGES:

Secretariat, ISO/IEC JTC 1, American National Standards Institute, 11
West 42nd Street, New York, NY 10036; Telephone: 1 212 642 4932;
Facsimile: 1 212 840 2298; Email: lrjchel@ansi.org

Resolutions Adopted at the Fifteenth Meeting of ISO/IEC JTC 1, 6-10 November 2000 in Tromsø, Norway

Resolution 1 - Continuation of Rapporteur Groups

JTC 1 resolves to continue the following Rapporteur Groups through the next JTC 1 Plenary meeting:

- Conformity Assessment and Interoperability Rapporteur Group (CA&I-RG)
- Implementing Information Technology Rapporteur Group (IIT-RG)
- Marketing Rapporteur Group (MRG)

Unanimous

Resolution 2 - Appointment/Re-appointment of Officers

In accordance with the JTC 1 Directives, JTC 1 makes the following appointments/re-appointments effective this date:

Mr. Frank Farance, SC 36 Chairman (through the 2003 Plenary)

Mr. Alan Haberman, SC 31 Chairman (through the 2003 Plenary)

Mr. John Hill, SC 22 Chairman (through the 2003 Plenary)

Prof. Kohji Shibano, SC 2 Chairman (through the 2003 Plenary)

Mr. Raul Colcher, SC 28 Chairman (through the 2003 Plenary)

Mr. Dave Thewlis, CA&I Rapporteur (through the next Plenary)

Ms. Josee Auber, JTC 1/ITU-T Liaison (through the next Plenary)

Mr. Frank Farance, IIT Rapporteur & ITSIG Liaison (through the next Plenary)

Dr. Walter van Pattay, IEC/TC 100 Liaison (through the next Plenary)

Mr. Henry Ryan, Marketing Rapporteur (through the next Plenary)

Mr. Martin Ford, Vocabulary Rapporteur (through the next Plenary)

Mr. Peter Furniss, OSI Maintenance Rapporteur (through the next Plenary)

Unanimous

Resolution 3 - Appointment of Liaison Officers to CASCO and CASCO Subgroups

JTC 1 appoints the following individuals to serve as liaison officers to CASCO and CASCO subgroups through the next JTC 1 Plenary meeting. JTC 1 instructs its Secretariat to advise CASCO of these appointments.

Mr. Dave Thewlis -	JTC 1 liaison officer to CASCO and to the CASCO Advisory Group on Standards and Conformity Assessment (upon establishment of the AG by CASCO)
Mr. James Moore -	JTC 1/SC 7 liaison officer to CASCO/WG 20
Mr. Johannes Appel -	JTC 1/SC 27 liaison officer to CASCO/WG 24 (upon establishment of the WG by CASCO)

Unanimous

Resolution 4 - DIS 17799-1 Management of IT Security

A number of National Bodies have noted inconsistencies between DIS 17799 and TR 13335.

JTC1 notes that the GMITS is a guideline and is intentionally published as a multi-part Technical Report. This is a result of varying national requirements.

Although DIS 17799 has completed the normal process JTC 1 requests ITTF to suspend the publication process until the inconsistencies between DIS 17799-1 and TR13335 can be resolved.

JTC 1 notes that SC27 or a JTC 1 NB can initiate work to amalgamate GMITS and DISC 17799.

7 approvals: Brazil, Canada, France, Germany, Japan, Rep. of Korea, USA

8 objections: Australia, Denmark, Hungary, Ireland, Netherlands, Norway, Sweden, UK

4 abstentions: China, New Zealand, Portugal, Switzerland

Although this resolution did not pass, the members requested that it be retained in the final resolutions.

Resolution 5 - Change of SC 7 Title

JTC 1 approves the revised SC 7 title, Software and System Engineering, as contained in document JTC 1 N 6230.

Unanimous

Resolution 9 - JTAB decisions of 2000-06-13

JTC 1 notes the 'List of decisions taken at the third meeting of the ISO/IEC Joint Technical Advisory Board (JTAB) Geneva, 2000-06-13' in JTC 1 N 6197. Decisions 2/2000 and 3/2000 affect JTC 1.

Therefore, JTC 1:

- draws the attention of JTAB to the fact that JTC 1 was established by ISO and IEC as their joint technical committee in the field of Information Technology;
- requests that the nature, scope and program of work of JTC 1 be properly taken into consideration by JTAB when work is allocated to an ISO or IEC Technical Committee;
- draws the attention of JTAB to the successful work of JTC 1/SC 29 in the field of Image Compression;
- notes SC28's ongoing work on Colour Management and supports its intention to request admission to the JWG on Colour Management and Measurement established by the JTAB decision 3/2000.

JTC 1 also encourages its SCs to make extensive use of the JTC 1 Liaison with IEC TC 100.

Unanimous

Resolution 10 - Establishment of a New Technical Direction

JTC 1 establishes a new Technical Direction entitled "Application Technologies" and places SC 36 in this new Technical Direction.

Unanimous

Resolution 11A - Spatial Standardization and Related Interoperability

JTC 1 reviewed the reports and recommendations of the Special Group on Spatial Standardization and Related Interoperability and notes the decision establishing a Joint Steering Group (JSG) on this topic. JTC 1 authorizes the following delegation to represent JTC 1 at future JSG meetings:

Ms. Laura Moore	HoD and SC 24
Mr. Paul Scarponcini	SC 32/WG 4
TBD	SC 31
TBD	SC 35/WG 4

JTC 1 thanks Mr. Martin Ford for his work during this past plenary period in leading the JTC 1 Special Group which resulted in the establishment of this JSG.

Unanimous

Resolution 11B - Review of JSG Meta-database on Spatial Standards

JTC 1 welcomes and accepts the offer of the Vocabulary Rapporteur to review the meta-database on Spatial Standards being developed for the Joint Steering Group. Understanding that this database is intended to contain full details of standards of the JSG members, JTC 1 requests that the review contains a recommendation as to the degree of suitability of this database being used for JTC 1 standards. A report of this review should be presented at the 2001 JTC 1 Plenary meeting in Hawaii.

Unanimous

Resolution 12 - Administration of SC 6

JTC 1 appreciates and accepts the offer of the National Body of Korea (KATS) contained in document JTC 1 N 6201 to assume the Secretariat of SC 6. JTC 1 is looking forward to working with the National Body of Korea in its new role as a SC Secretariat.

JTC 1 also expresses its appreciation to the US National Body (ANSI) for its fine administration of the SC 6 Secretariat over these past many years.

Unanimous

Resolution 13 - Template Patent Statement for Common Text with ITU-T

JTC 1 and the ITTF have received the SC 29 recommendation contained in document JTC 1 N 6095 for a template patent statement for common text with ITU-T. JTC 1 also understands that the ITU-T has recently produced templates on this topic and contacted ITTF for comment. Therefore, JTC 1 requests that the ITTF produce a template patent statement for common text with ITU-T, taking into account the current ITU-T templates and the existing ISO and IEC policies. The ITTF is further requested to submit this template to the JTC 1 Secretariat for circulation to the JTC 1 National Bodies for review and comment, prior to posting any such template on the ITTF web site for implementation.

Usage of this template by patent holders will be recommended but not mandatory as long as the requirements of the ISO Patent Policy are met.

Unanimous

Resolution 14 - Business Plan for Standards Availability

In response to ISO Council resolution 25/2000 contained in document JTC 1 N 6216 and related documents JTC 1 N 6333 and N 6334 from ISO Central Secretariat concerning the JTC 1 Market Trial Project Team, JTC 1 resolves the following and requests its Secretariat to forward this resolution to the Project Team:

- 1) JTC 1 recommends that all JTC 1 Subcommittees be included as part of the trial described in N 6149, JTC 1 Business Plan for Standards Availability. However, if ISO mandates that a subset be used, then JTC 1 recommends that the subset take into account volume, market competition, and improvement of implementations and user need, specifically:
 - Volume:
 - SC 17 (Cards and Personal Identification),
 - SC 24 (Computer Graphics and Image Processing),
 - SC 29 (Coding of Audio, Picture, Multimedia and Hypermedia Information),
 - SC 31 (Automatic Identification and Data Capture Techniques)
 - Market Competition (per the original March Recommendation (N 6149)):
 - SC 2 (Coded Character Sets),
 - SC 6 (Telecommunications and Information Exchange between Systems),
 - SC 34 (Document Description and Processing Languages)
 - Implementation and User Need (due to expressed explicit interests):
 - SC 7 (Software and System Engineering)
 - SC 22 (Programming Languages, their Environments and System Software Interfaces)
- 2) JTC 1 still believes that CHF 40 per single standard (unit) download is appropriate and recommends that, by default, a multi-part standard should be treated as a single unit at the time of distribution to the customer (where available)
- 3) JTC 1 recommends that the Project Team give Subcommittees the opportunity to make recommendations on what standards may be grouped together. Further, National Bodies, ISO and IEC should make the final decision as to how to package sets of standards and how to price them, following the guidelines in JTC 1 N 6149.
- 4) JTC 1 recommends that all National Bodies joining the trial be responsible for collecting the statistical data on the number of the standard and the related SC number, the list price, the quantity sold and the revenue derived
- 5) JTC 1 recommends that the Project Team invite all ISO/IEC Member Bodies to participate in the trial and to collect the required data. JTC 1 further recommends that National Bodies not willing

to provide the data to the Project Team not be considered part of the trial.

- 6) JTC 1 recommends that the Project Team also invite National Bodies to participate in the trial with distribution of their national adoptions
- 7) JTC 1 accepts the proposal presented in JTC 1 N 6333 to complete the trial at end of 2001 and tabulate and summarize data at beginning of 2002 in time to submit the analysis to the April 2002 ISO Council meeting. JTC 1 recommends that the price and availability of on-line standards remain unchanged through the end of the trial analysis and its assessment by the ISO council.
- 8) JTC 1 endorses François Coallier, John Hill, Karen Higginbottom as the JTC 1 Project Team representatives.

Unanimous

Resolution 15 - Freely Available Access to JTC 1 Working Drafts and Committee Drafts

JTC 1 notes that the trial period for freely available access to JTC 1 Working Drafts and Committee Drafts as authorized in ISO Council resolution 21/1997 and extended in ISO Council resolution 49/1998 is coming to completion. In anticipation of the end of the trial period and the need to report back to ISO Council on the results of the trial, JTC 1 asked its Subcommittees to provide input on their experiences with the trial. All of the Subcommittees that responded indicated that their experiences with the trial were very positive including:

- Non-participating parties providing comments on documents;
- New organizations participating in national groups and projects;
- Work being incorporated into new projects of other groups;
- Increased involvement of user communities that are not traditionally linked to the ISO/IEC standardization environment;
- Mechanism for marketing the upcoming standard and gaining a base of support for implementation of the standard.

Given the above results, JTC 1 recommends to ISO Council that the current electronic document distribution trial for free availability of documents up to, but not including DIS/FDIS, be made a permanent policy of JTC 1. Upon ISO Council approval of this request, the JTC 1 Secretariat is instructed to incorporate the policy into the JTC 1 Directives.

Unanimous

Resolution 16 - FDIS 14143-2

Recognizing its responsibility in insuring its standards conform to ISO/IEC Directives, Guidelines or other Standards, JTC 1 requests ITTF to discontinue the processing of the FDIS 14143-2, "Software engineering – Software measurement – Functional size measurement – Part 2: Conformity evaluation of software size measurement methods to ISO/IEC 14143-1:1998" which has only just been submitted by SC 7.

JTC 1 requests that SC 7 experts, together with CAI-RG, continue to review the draft version of the FDIS prior to its submission for FDIS ballot, with a view to reconciling their different views on the contents of the draft with respect to:

- the provisions of 17001 (the provisional replacement for ISO/IEC Guide 7, "Guidelines for drafting of standards suitable for use for conformity assessment"),
- the provisions of ISO/IEC Directives, Part 2, on Aspects of the Assessment of Conformity.

11 approvals

2 objections: Australia, Germany

5 abstentions: Ireland, Rep. of Korea, Portugal, Sweden, Switzerland

Resolution 17 - Requests to the ITTF Related to Marketing Initiatives

JTC 1 requests the ITTF to:

- Provide a template and guidance on how to prepare and submit abstracts and related material for web sites. The JTC 1 Secretariat should incorporate this material into the JTC 1 Directives, as appropriate.
- Provide a status report at the 2001 JTC 1 Plenary meeting on the implementation of fields for abstracts in all of the public catalogues for ISO/IEC standards.
- Provide access to the titles of publications and projects of all Subcommittees of JTC 1 via the home page of ISO and IEC, searchable by SC number and publication number. The user should also have access to the foreword, scope, and lists of normative and informative references and abstracts and should be allowed to include this information in his own publications, under defined conditions.

Unanimous

Resolution 18 - Requests to JTC 1 Subcommittees Related to Marketing Initiatives

JTC 1 requests its Subcommittees to:

- Encourage experts to include aspects related to standardization when publishing articles
- Encourage experts to produce material related to JTC 1 for publication in many venues (in addition to the ISO and IEC Bulletins).
- Consider SC 29 as a 'model' of what their web site should look like and use SC 27 as a 'check list' of web site content: e.g., searchable by keyword; tied to projects and publications; derived from database; contain abstracts; scope, etc.
- Place on their web sites extracts of their most prominent standards which contain references to other standards (abstract scope, list of normative references, source of the reference, forward referencing)

Unanimous

Resolution 19 - Requests to the Marketing Rapporteur Group

JTC 1 requests the MRG to:

- Create a set of guidelines (which incorporate ISO 'publication rules') for potential authors.
- Investigate a pilot implementation, in conjunction with commercial publishers (such as the Institute for Scientific Information), to provide citation access to extracts of both normative and informative documents.

The results of these activities should be forwarded to JTC 1 for review prior to the 2001 JTC 1 Plenary meeting.

Unanimous

Resolution 20 - Database of IT Terms and Definitions

JTC 1 thanks the UK National Body and Mr. Martin Ford for the excellent work done thus far on the database of IT terms and definitions. Noting that more work needs to be done to complete this project, JTC 1 authorizes the Vocabulary Rapporteur, Mr. Ford, to continue his work on the database, taking into consideration the work already done by international organizations such as IEC, ITU and UN/ECE and to keep JTC 1 informed of its ongoing progress.

It is noted that the Secretary of State of Canada has already made freely available on the World Wide Web all of the terminology developed by SC 1.

The Vocabulary Rapporteur is asked to work with the JTC 1 Secretariat on recommendations to JTC 1 concerning the appropriate means of making the database available once it is completed as well as procedures for handling maintenance of and future additions to the database.

In addition, JTC 1 requests the Vocabulary Rapporteur and the Japanese National Body, in response to and support of the Japanese contribution contained in JTC 1 N 6269, to propose a plan for maintenance of the various parts of ISO/IEC 2382. Upon receipt of this plan, the JTC 1 Secretariat is requested to initiate a 60-day JTC 1 letter ballot on approval of the plan.

Unanimous

Resolution 21 - JTC 1 Web Site Sub-pages

JTC 1 requests its secretariat to have a link on the JTC 1 web site pointing to freely available JTC 1 documents.

Unanimous

Resolution 22 - withdrawn

Resolution 23 - Meeting on JTC1 Long Term Planning

JTC1 accepts Canada's offer to host the meeting on long-term business planning defined in JTC 1 N 6211 and accepted by ballot as described in JTC 1 N 6282.

JTC1 appoints Peter Krauth, Ulrich Hartmann, Carman Mondello, Henry Ryan and the JTC1 Chairman as the members of the small ad-hoc business planning group defined in JTC 1 N 6211 as being responsible for planning the long-term business planning meeting.

Unanimous

Resolution 24 - Review of SC-Level NP Ballots

Following the introduction of NP ballots at the SC level as defined in JTC 1 N 6080 and accepted by ballot as described in JTC 1 N 6148, Subcommittees are reminded of their responsibility to furnish the NP material to the JTC 1 Secretariat, simultaneously with SC distribution, so that the JTC 1 Secretariat can distribute the NP materials to the JTC 1 National Bodies for review simultaneously with the SC level ballot. JTC 1 also reminds its National Bodies that it is still the duty of each JTC 1 National Body to review and check each NP especially on its scope and assignment, inconsistencies or overlaps with other JTC 1 products, and market relevance.

Unanimous

Resolution 25 - Trial New Participation Mode

JTC 1 establishes a new trial participation mode for optional use by Working Groups. The description of the trial together with its associated duties and its obligations is contained in Attachment 1. The JTC 1 Secretariat is requested to forward the details of the new trial participation mode (as contained in Attachment 1) to ITTF for ISO/IEC approval.

11 approvals

4 objections: Rep. of Korea, Sweden, Switzerland, USA

1 abstention: France

Resolution 26 - Stabilized/Obsolescent Standards

The Strategic planning Ad hoc group supports the contributions of the US and UK (J1N6267 and J1N6271 respectively) in respect of a new classification of standard to be titled 'Stabilized' or 'Obsolescent' (or some other appropriate word) standards. This category would apply to standards toward the end of their life cycle where JTC 1 National Bodies no longer have access to the appropriate resources to review them but the standards may still be in productive use. The Strategic Planning Ad Hoc requests that JTC 1 re-circulates the two national body documents indicating its support for the strategy proposed and request further input from National Bodies and Sub Committees for further consideration by JTC 1.

Unanimous

Resolution 27 - Consistency of JTC 1 Products

JTC 1 stresses the strong need for consistency of its products (ISs and TRs) irrespective of the route through which they were developed. Any inconsistency will confuse users of JTC 1 standards and, hence, jeopardize JTC 1's reputation. Therefore, referring to clauses 13.2 (Fast Track) and 18.4.3.2 (PAS) of its Directives, JTC 1 reminds ITTF of its obligation to ascertain that a proposed DIS contains no evident contradiction with other ISO/IEC standards. JTC 1 offers any help to ITTF in such undertaking. However, should an inconsistency be detected at any point in the ratification process, JTC 1 together with ITTF will take immediate action to cure the problem.

Unanimous

Resolution 28 - Potential ISO Membership in ICANN/PSO

JTC 1 notes that JTC 1/SC 6 is in the process of identifying two experts who would be willing to represent JTC 1's and ISO's interests in the event that ISO becomes a member of the Internet Corporation for Assigned Names and Numbers (ICANN) Protocol Support Organization (PSO). JTC 1 also notes that, if and when

firm candidates are identified by SC 6, their names will be forwarded to JTC 1.

JTC 1 requests that, once the SC 6 experts have been identified, the JTC 1 chairman, in conjunction with the SC 6 experts, pursues further the potential ISO membership in ICANN/PSO.

Unanimous

Resolution 29 - ITSIG Guide (3.0) for the Use of IT in the Development and Delivery of Standards

JTC 1 has heard the report of its liaison officer to ITSIG and has noted document JTC 1 N 6289, ITSIG Guide (3.0) for the Use of IT in the Development and Delivery of Standards, and as a result JTC 1:

- Requests its National Bodies and Subcommittees to review the ITSIG Guide (JTC 1 N 6289) and to forward any comments to the IIT-RG prior to the 2001 JTC 1 Plenary meeting;
- Continues its participation in ITSIG and will also continue to share its IT experiences with ITSIG;
- Requests its Secretariat and its Subcommittees to attempt to use the ITSIG Guide (JTC 1 N 6289) on a trial basis for 2000 and 2001 noting that JTC 1 will consider replacing the current JTC 1 IT Guidelines (Annex H of the JTC 1 Directives) with the ITSIG Guide.

Unanimous

Resolution 30 - Use of Word97 for JTC 1 Documents

Noting that the ISO template and the ITSIG Guide recommend the use of Word97, JTC 1 resolves to allow Word97 as one of its internal formats for document transmission.

Unanimous

Resolution 31 - ISO/IEC/UN ECE MoU Management Group Activities

1. JTC 1 authorizes the following delegation to represent JTC 1 at future MoU/MG meetings:
 - Ms. Sandy Paul (HoD)
 - Mr. Paul Levine (SC 32)
 - TBD (SC 31)
2. JTC 1 authorizes the following delegation to represent JTC 1 at the 27-28 November 2000 Common Business Object Conference in Geneva:
 - Ms. Sandy Paul (HoD)
 - Mr. Paul Levine (SC 32/WG 1)
 - TBD (SC 31)
 - TBD (SC 32/WG 2)
 - TBD (SC 34)

3. JTC 1 requests its Secretariat to circulate the current MoU Matrix to JTC 1 National Bodies and Subcommittees for review to determine if its Subcommittees are appropriately shown on the Matrix. All comments should be forwarded to the JTC 1 Secretariat for compilation and forwarding to the MoU/MG.
4. JTC 1 requests its Secretariat, in consultation with the MoU/MG HoD, to provide the ITU with appropriate sites to be linked to the MoU site. JTC 1 National Bodies and Subcommittees are asked to review the MoU site and provide comments to the JTC 1 Secretariat that will support better understanding of the MoU site by the JTC 1 community. Such comments will be forwarded to the MoU/MG.

Unanimous

**Resolution 32 - Revision of Annex K of the JTC 1 Directives:
Collaborative Procedures for ITU-T and JTC 1
Cooperation**

JTC 1 requests its liaison officer to ITU-T and the ITU-T liaison officer to JTC 1 to work collaboratively to produce a revised version of Annex K to the JTC 1 Directives to reflect any procedural changes within both organizations. Upon receipt of this revised document, the JTC 1 Secretariat is requested to circulate the document to JTC 1 National Bodies and Subcommittees for review and comment.

Unanimous

**Resolution 33 - JTC 1 Delegation to the ISO Steering
Committee on Image Technology**

Noting the dissolution of JTAG2 and the establishment of a Steering Committee on Image Technology, JTC 1 authorizes the following delegation to represent JTC 1 at future Steering Committee meetings:

Mr. Jan van den Beld (SC 11, SC 23)
Dr. Scott Foshee (SC 29)
TBD (SC 28)
TBD (SC 24)

The JTC 1 Chairman will appoint a Head of Delegation.

JTC 1 instructs its delegation to ensure JTC 1's ability to manage its program of work and progress its standards in a timely manner are not impaired.

Unanimous

Resolution 34 - JTC 1 Business Plan

JTC 1 approves document JTC 1 6347 as the current JTC 1 Business Plan.

Unanimous

Resolution 35 - JTC 1 Press Release

JTC 1 agrees with the concepts given in document JTC 1 N 6348 to serve as the JTC 1 press release announcing the results of the Tromso Plenary meeting. JTC 1 instructs its Secretariat and Chairman to revise document JTC 1 N 6348 as appropriate and to post this press release under the "What's New" section of the JTC 1 web site and to forward it to as many press contacts as possible, as soon as possible. National Bodies are also encouraged to disseminate this information as widely as possible within their individual countries.

Unanimous

Resolution 36 - Future Meetings

The following schedule of JTC 1 Plenary Meetings is agreed:

29 October - 2 November 2001	-	Hawaii, USA
early Nov. 2002	-	Switzerland

Unanimous

Resolution 37 - Timing of Contributions for the October/November 2001 JTC 1 Plenary Meeting in Hawaii

JTC 1 establishes the following deadlines for contributions for the October/November 2001 plenary meeting in Hawaii:

- Documents for the Hawaii plenary, particularly those raising new issues/new agenda items or those for which a final agreement at the meeting is desired, must be delivered to the Secretariat no later than **September 28, 2001** for posting on the JTC 1 web server. Documents received at the Secretariat's office after **September 28, 2001** will be returned to the submitter and will not be considered.

The following exceptions are permitted:

- Comments on posted documents provided they are received at the Secretariat's office in a form suitable for immediate posting, not later than **October 12, 2001**.
- A proposed document revision from a project editor, which incorporates comments received prior to the meeting and which is intended to be developed further at the meeting, provided they are received at the Secretariat's office in a form suitable for immediate posting, not later than **October 12, 2001**.

The final agenda for adoption and use at the Hawaii Plenary will be posted to the JTC 1 web site on **October 15, 2001**.

For contributions submitted via email, the JTC 1 Secretariat will provide a mechanism by which the submitter will be notified that the contribution has been received at the Secretariat's office. Nevertheless, ultimately the submitter is obligated to ensure receipt by a) checking the JTC 1 web site for document postings; b) checking iterations of draft agendas for agenda items and associated document references, (**a "last call" agenda will be issued on October 5, 2001**) c) corresponding with the Secretariat.

JTC 1 instructs its Secretariat to strictly enforce these deadlines.

Unanimous

RESOLUTION APPRECIATION

- a) JTC 1 expresses its appreciation to Mr. Ivar Jachwitz, Norwegian Standards Association (Managing Director) and Mr. Arne-Wilhelm Theodorsen, NORUT Information Technology (Managing Director) for their very interesting welcoming remarks and expressions of support of the work of JTC 1.

Acclamation

- b) JTC 1 expresses its appreciation to its meeting hosts, The Norwegian Technology Center and Telenor FoU, for the excellent meeting facilities (and for arranging for the snow), the lovely book on Norway for the delegates and the wonderful social event at Ølhallen on Tuesday evening. The Northern location, the weather and the Norwegian hospitality will be remembered for a long time to come.

In particular, JTC 1 expresses its special thanks to Mr. Knut Lindelien and Ms. Bjørnhild Sæterøy for their outstanding support both before and during the meeting.

Acclamation

- c) JTC 1 expresses its appreciation to DKUUG and NTS for providing the LAN and internet access during the meeting.

Acclamation

- d) JTC 1 expresses its appreciation to the Subcommittee Chairmen, Subcommittee Secretaries, JTC 1 Rapporteurs and JTC 1 Special Group Conveners for their efforts in support of the work of JTC 1 and for the preparation of the reports that reflect these activities.

Acclamation

- e) JTC 1 expresses its appreciation to the Drafting Committee for its completion of the resolutions.

Acclamation

- f) JTC 1 expresses its appreciation to its Chairman and Secretariat for their efforts in bringing about another successful JTC 1 Plenary meeting.

Acclamation

Attachment 1: Participation in JTC 1's Development Activities

JTC 1 establishes a trial new participation mode for use by Working Groups within JTC 1 that wish to try it. The description of the trial together with its associated duties and obligations is as follows:

1. **Establishment of the trial:** JTC 1 establishes a trial experimental mode of operation for participation in Working Groups. This new mode is optional and will only be invoked for those Working Groups that apply through their parent committees (i.e., the Subcommittee in the case of a Working Group reporting to an SC, or JTC 1 in the case of a Working Group reporting to JTC 1) to the JTC 1 Secretariat and that are approved for such participation by JTC 1.
2. **Involvement in the trial:** Working Groups interested in participating in the trial must apply through and with the approval of their parent committee to the JTC 1 Secretariat. The application for participation must state the scope of the trial and should provide a suggested benefits rationale. The Secretariat will conduct a JTC 1 Letter Ballot to determine if JTC 1 authorizes the trial mode of operation for that Working Group. Applications must be submitted prior to the JTC 1 2001 Plenary.
3. **Participation in Working Groups by interested bodies: An interested body** is any individual or organization, including for example: a consortium, a company, a user group, a consumer association, a governmental entity, an information technology association, an academic organization.

Any interested body that wishes to take part in the technical work of a Working Group using the trial mode shall apply to the Working Group convenor to become a participant in that Working Group, and to identify one or more experts to attend meetings of the group. In the normal course of action, the convenor accepts the application. Exceptionally, and when necessary in order to preserve the ability to reach consensus, the Working Group convenor when processing such an application may take into account:

- Breadth of expertise
- Representation
- Efficiency of work

Participants in a Working Group are either individual experts nominated by National Bodies/Liaison Organizations, or individual experts nominated by an Interested Body. Individuals are assumed to be representing their organizations unless they specify otherwise.

4. **Participation fees:** A participation fee may be charged for the new "interested body" participants, although this shall be waived for the period of this trial. National Body representatives and liaisons will not be charged a

participation fee. However, the funding mechanism defined in Directive 7.4 is still valid.

5. **Consensus and voting:** Consistent with ISO/IEC Directives, agreement within a Working Group will continue to be on a consensus basis as determined by the convenor.
6. **Dispute resolution:** Any disputes during the operation of the trial shall be referred to the JTC 1 Secretariat and Chairman for resolution, including if necessary a JTC 1 Letter Ballot.
7. **Review of trial:** It is JTC 1's intention to review the trial at the JTC 1 2002 Plenary. Based on this review JTC 1 will determine the appropriate next course of action. Should changes to JTC 1's mode of operation be adopted, these changes will be applied to all ongoing work initiated under the trial.