Registration Authority Confirmation (RAC) Form

This template shall be completed for both new and revised RA Standards in accordance with the ISO RA Policy.

**It shall be completed by the committee secretariat and submitted to the responsible ISO Central Secretariat Technical Programme Manager (TPM) as soon as possible, but no later than the beginning of the preparatory (WD) stage (see** [**Annex SN, clause 3.2 of the RA Policy in the ISO/IEC Directives Part 1, Consolidated Supplement**](https://www.iso.org/sites/directives/current/consolidated/index.xhtml#_idTextAnchor606)**).**

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| **TC/SC**  TC 154 |
| **ISO member body holding the secretariat**  SAC |
| **ISO/CS TPM to which this RAC Form will be submitted**  Laura MATHEW |
| **Title of RA Standard**  Date and time -- Codes for calendar systems |
| **New or revised RA Standard?**  New  Revised |
| **Current stage**  WD |

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| **Reason for need for a RA in the implementation of the RA Standard**  **(for new RA Standards only)**  A registration authority is to be appointed to perform the following functions:   * to add and eliminate calendar system and calendar era codes, in accordance with the rules in this document; * to advise users and ISO member bodies regarding application of the codes; * to update and disseminate list of calendar system and calendar era codes; * to maintain a reference list of calendar system and calendar era codes; * to publish changes made to such information; * to administer the reservation of codes related to the list of calendar system and calendar era codes. |
| **Description of Registration Services**  **excerpt from RA Standard can be reproduced below or attached to this Form)**  Excerpt from RA Standard Annex A is attached. |
| **Committee decision to establish (for new RA Standards) or to continue (for revised RA Standards) a RA was confirmed by committee resolution? (to be included once final candidate has been selected by the committee)**  No  Yes – please provide resolution number(s): Click here to enter text. |
| **Selection process in the RA Policy completed?**  No (if no, please provide expected timing for selection process below)  Yes (if yes, provide name of organization willing to be the RA)  Click here to enter text. |
| **Will the RA delegate some or part of the RA Services?**  No  Yes  Don’t know  Click here to enter text. |
| **In the case of new RA Standards, does the RA intend to charge a fee for the Registration Services? For revised RA Standards, is there a change in whether fees are charged?**  No  Yes (if yes, please confirm below that fees will be on a cost recovery basis)  Don’t know  Click here to enter text. |

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| **Name and signature committee secretariat**  Click here to enter text. | **Date**  Click here to enter a date. |

# Annex A (normative) Registration

A.1 Registration authority (ISO 34300/RA)

A registration authority (ISO 34300/RA) has been appointed to operate under guidelines provided in this Annex. It has been entrusted with the following functions:

1. to add and eliminate calendar system and calendar era codes, in accordance with the rules in this document;
2. to advise users and ISO member bodies regarding application of the codes;
3. to update and disseminate list of calendar system and calendar era codes;
4. to maintain a reference list of calendar system and calendar era codes;
5. to publish changes made to such information;
6. to administer the reservation of codes related to the list of calendar system and calendar era codes.

Changes to the content of the list of codes becomes effective immediately upon publication.

The criteria provided in [A.3](#registration-adding-tzauth) to [A.6](#registration-modify-tz) shall be observed by the ISO 34300/AG for changes to the list of code elements, and for reservations of code elements.

A.2 Advisory group (ISO 34300/AG)

An advisory group (ISO 34300/AG) has been appointed to ensure the operations of the registration authority (ISO 34300/RA) are in accordance with guidelines provided in this Annex.

A.3 Addition to the list of calendar system and calendar era codes

Additions to the list of calendar system and calendar era codes shall be made on the basis of information from upon the request of a member of ISO 34300/AG.

The ISO 34300/AG will decide upon the addition, on the basis of the justification given for the actual requirements for interchange or encoding. Code elements will be allocated accordingly.

Basic eligibility for a calendar system to be assigned a calendar system code is one of:

* The system has been approved for official use at some level of government (current or historic);
* The system has had significant use in history;
* The system is in current use.

A calendar era to be assigned a calendar era code has to be associated with at least one eligible calendar system. Since a calendar system requires at least one calendar era, the application and assignment of calendar system and calendar era codes can be performed at once.

A.4 Deletion from the list of calendar system and calendar era codes

Deletion from the list of calendar system and calendar era codes shall be made upon the request of a member of ISO 34300/AG.

The ISO 34300/AG will decide upon the deletion, on the basis of the information received. The corresponding code element is reserved.

A.5 Deletion of elements from the list of calendar system and calendar era codes

Deletion from the list of calendar system and calendar era codes shall be made only by the ISO 34300/AG or upon a request to it.

The ISO 34300/AG will decide upon the deletion, on the basis of the information received. The corresponding code element is reserved.

A.6 Alterations to elements on list of calendar system and calendar era codes

Alterations to a registered element shall be made only by the ISO 34300/AG or upon a request to it.

A significant change of name may require the ISO 34300/AG to change the alpha code element concerned. The ISO 34300/AG, however, shall endeavor to maintain stability in the list of code elements.