

**ISO/IEC JTC 1  
Information Technology**

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**Document Title:** German Expert Comments on JTC 1 N 9439, Draft JTC 1 Supplement to the ISO/IEC Directives

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**Reference:** This document replaces JTC 1 N 9496. Please note that the **ONLY** change to the is document is the source and the title. The content is the same. This is document is circulated to National Bodies who attend the meeting. Please note that NEN will host a social dinner for delegates on Tuesday, 24 February 2009 in the center of Delft.

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Comments on N9439:

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These comments have not been discussed within the German National Body DIN, they therefore do not necessarily express the opinion of DIN.

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General Question: Cross-References in JTC 1 specific text to other sections are still not correct?

1.2.3 The tasks allocated to such a group may include the making of proposals relating to the drafting or harmonization of publications (in particular International Standards, Technical Specifications, Publicly Available Specifications and Technical Reports), but shall not include the preparation of such documents unless specifically authorized by the TMB(s).

Shouldn't we make already here about PAS being different in JTC 1?

#### 1.3.1 Joint Technical Advisory Board (JTAB)

The JTAB has the task of avoiding or eliminating possible or actual overlapping in the technical work of ISO and IEC and acts when one of the two organizations feels a need for joint planning. The JTAB deals only with those cases that it has not been possible to resolve at lower levels by existing procedures. (See Annex B.) Such cases may cover questions of planning and procedures as well as technical work.

Decisions of the JTAB are communicated to both organizations for immediate implementation. They shall not be subject to appeal for at least 3 years.

So, e.g. JTAB could decide in case of conflicts between JTC 1 and IEC TC 100 to disband JTC1 and no one can appeal this decision? WOW....

1.5.5 The Chief Executive Officer shall consult interested parties, including the Chairman of the technical management board, immediately after such a proposal is received. If necessary, an ad hoc group may be established to examine the proposal. Any comments and recommendations by the Chief Executive Officer resulting from the consultations shall be added to the proposal form.

I would suggest to add some JTC 1 text here. Do we involve the CEO and the TMB/SMB here? Maybe the office of the CEO (i.e. ITTF in case of JTC 1). Changes should be considered also for the next two clauses 1.5.6 and 1.5.7).

1.6.1 Subcommittees are established and dissolved by a 2/3 majority decision of the Pmembers of the parent committee voting, subject to ratification by the technical management board. A subcommittee may be established only on condition that a national body has expressed its readiness to undertake the secretariat.

In JTC 1, Subcommittees are established and dissolved by a majority decision of the P-members of JTC 1 voting on the decision.

I would suggest to be more specific what kind of majority is needed (simple, 2/3,...).

#### 1.9.2 Responsibilities

The national body to which the secretariat has been allocated shall ensure the provision of technical and administrative services to its respective technical committee or subcommittee. The secretariat is responsible for monitoring, reporting, and ensuring active progress of the work, and shall use its utmost endeavour to bring this work to an early and satisfactory conclusion. These tasks shall be carried out as far as possible by correspondence.

The secretariat is responsible for ensuring that the ISO/IEC Directives and the decisions of the council board and the technical management board are followed. ....

In my opinion the JTC 1 secretariat and the secretariats of its SCs have to ensure that the ISO/IEC Directives plus the JTC 1 Supplement have to be followed. Shouldn't that be mentioned here?

#### 1.11.1 ....

When a committee has decided to set up a working group, the convenor or acting convenor shall immediately be appointed and shall arrange for the first meeting of the working group to

be held within 3 months. This information shall be communicated immediately after the committee meeting to the P-members of the committee and A- and D-liaison organizations, with an invitation to appoint experts within 6 weeks.

Don't we need JTC 1 specific text here due to the referenced to Category D, but not Category C-Liaison?

1.11.6 The parent body shall assign responsibility for the administration of a working group to a Convener, if necessary supported by a Secretariat. ....

Just an editorial, the ISO/IEC Directives use the term 'convenor' (see clause 1.11.5), we seem to more often use 'Convener'. Shouldn't we align terms as well? The following JTC 1 specific text uses both terms, but always capitalised.

Category C Liaison:

....

- The liaison group must agree to pay any meeting and documentation expenses that other participants are required to pay. ....

Could we rephrase this to avoid any possible misunderstanding that 'meeting fees' are allowed.....

Liaison with ITU T

ITU itself uses the abbreviation 'ITU-T', shouldn't we use the same acronym instead of 'ITU T'?

2.1.3.1 Table 1 shows the sequence of project stages through which the technical work is developed, and gives the name of the document associated with each project stage. The development of Technical Specifications, Technical Reports and Publicly Available Specifications is described in Clause 3.

I believe it would be better to include already here a statement about the difference between ISO/IEC and JTC 1 PAS process. Otherwise the reader will be referred from here to clause 3 and from there to Annex ????

2.1.3.3 The IEC Supplement to the ISO/IEC Directives, 2004, Annex F and ISO Supplement to the ISO/IEC Directives, 2001, Annex SI, give a matrix presentation of the project stages, with a numerical designation of associated sub-stages.

In JTC 1, the matrix is identical to Annex SI in the ISO Supplement to the ISO/IEC Directives, 2001.

As we do not have our own matrix I believe the JTC 1 specific text should read:  
„In JTC 1 Annex SI in the ISO Supplement to the ISO/IEC Directives, 2001 is being used.,,

2.1.6 ....

Note: the above timeframes should be transferred into a table. (see slides ANSI uses for training)

Is this an editorial instruction? I do not believe we should refer to NB slides within the JTC 1 Supplement.

2.1.9 ....

JTC 1 requires SC Chairmen to assume responsibility for the management of their work programmes To this end each SC Chairman is required to prepare a business plan for inclusion in part 1 of the report to JTC 1 (see 6.4.2.2).

Editorial: 'period/full stop' is missing between the two sentences.

Technical content of current text is considered acceptable but not sufficiently mature for a future International Standard-Publish as a Technical Specification  
Editorial: comma is missing before „but“.

In those cases where the target date for FDIS is not met one of the following actions shall be taken

Editorial: colon is missing at the end.

- Technical content of current text is considered acceptable but not sufficiently mature for a future International Standard-Publish as a Technical Specification

Editorial: comma is missing before „but“.

2.3.1....

In JTC 1, the Publicly Available Specification process is a different process than the one that results in the PAS deliverable in ISO and IEC.

Shouldn't we give a reference here (Annex ??).

**2.3.4** Each new work item proposal shall be presented using the appropriate form, and shall be fully justified (see C.5 for all new work other than amendments to existing publications).

The originator of the new work item proposal shall

- make every effort to provide a first working draft for discussion, or shall at least provide an outline of such a working draft;
- nominate a project leader.

Do we need to repeat that no project leader is needed in JTC 1?

**2.4.2** When a new project is accepted the project leader shall work with the experts nominated by the P-members during the approval (see 2.3.5a)).

Do we need to repeat that no project leader is needed in JTC 1?

2.4.6 .... In JTC 1, texts are only required to be prepared in English.

As this is JTC 1 specific text it should be black color-coded.

2.9.4 Stabilized Standards

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Where a Sub Committee, National Body or other standards owning body within JTC 1 becomes aware that a stabilised standard is no longer in use or its use has been superseded or it is now unsafe to continue to use the standard, the Sub Committee, National Body or other standards owning body within JTC 1 may request JTC 1 to issue an immediate 60 day letter ballot to reclassify the standard as withdrawn.

Editorial: I believe the word 'is' (included in blue above) is missing.

### **2.10.3** Amendments

An amendment alters and/or adds to previously agreed technical provisions in an existing International Standard.

The procedure for developing and publishing an amendment shall be as described in 2.3 (ISO), or the maintenance procedures (see IEC Supplement) and 2.4 to 2.8.

What is the relevant procedure in JTC 1?

### **2.10.5** Correction of Defects

#### **2.10.5.1** Definitions

##### **defect**

An editorial defect or a technical defect.

This seems to be JTC 1 specific text, shouldn't we start in with some text „ In JTC 1, ....“?

3.1.1.1 .....

In IEC, Technical Specifications are subject to the same maintenance procedure as IEC Standards. The final paragraph of the above text will therefore need to be replaced by the relevant information on maintenance review dates (see also IEC Supplement to the ISO/IEC Directives, 2004, Clause 4 and Annex B).

What about Technical Specifications in JTC 1? Some specific text needed.

3.1.3 Technical Specifications shall be subject to review by the technical committee or subcommittee not later than 3 years after their publication. The aim of such review shall be to re-examine the situation which resulted in the publication of a Technical Specification and if possible to achieve the agreement necessary for the publication of an International Standard to replace the Technical Specification. In IEC, the date for this review shall be agreed in advance of the publication of the Technical Specification (maintenance review date).

JTC 1 specific text needed.

#### 4.3 Languages at meetings

No specific text for JTC 1?

##### Languages

The languages of JTC 1 are English, French and Russian. In general, the work of JTC 1 and its subsidiary bodies may be in any one or more of the above-mentioned languages. However, meetings are conducted in any one of these. ***The Chairman or Convener is entitled to authorise participants to speak in a language other than that in which the meeting is conducted.*** The NB for the Russian Federation provides all interpretation and translation into or from the Russian language into or from another official language.

When at a meeting of JTC 1 or one of its subsidiary bodies a participant wishes, in view of exceptional circumstances, to speak in any other language, the Chairman or Convener of the session shall be entitled to authorise this, for the session only, provided that a means of interpretation has been secured.

I believe the 2<sup>nd</sup> sentence in the above para (bold, italic) is redundant as this fact is explained in more detail in the second para.