

***Draft Minutes of the 3rd meeting of ISO/TC 122/WG 9*****Date of the meeting:** 2009-5-12/13**Place of meeting:** East Lansing, MI USA**Attendance:****Experts**

Dr. Laura BIX	ANSI
Dr. Ken SAGAWA	JISC
Ms. Reiko TAKAHASHI	JISC
Ms. Nahoko ISHIZAKI	JISC
Mr. Michaël NIEUWESTEEG	NEN
Mr. Hans PERSSON	SIS
Dr. Alaster Yoxall	BSI
Dr. Seung-Jin Choi	KATS
Ms. Li Wang	SAC

Observer

Mr. Wataru Kosugi	MSU/Asahi Breweries
Ms. Carly DeHenau	MSU
Mr. Chris Steckler	MSU
Mr. Javier de la Fuente	MSU

Agenda :

- 1. Opening of the meeting**—Dr. Ken Sagawa (09:00). Dr. Sagawa explained that the Working Draft, WD11156 (N486), had been put to a vote and comments from the National bodies had been submitted. The meeting at hand (May 12 and 13, 2009) is intended to develop resolutions based on the comments. At this point, the document is a Committee Draft (CD11156). A CD is the first step toward a formal document and from this point forward Working Group 9 (WG9) will work toward the Draft International Standard (DIS) stage, and eventually toward an International Standard.
- 2. Welcome Speech**---Dr. Laura Bix, from MSU formally welcomed the group to East Lansing.
- 3. Roll call of delegates**---See *Appendix 1* for the attendance list.
- 4. Confirmation of the agenda** **N025 (Rev)**
Dr. Sagawa asked for additions/alterations to the agenda; to which there is no response.
- 5. Approval of the minutes of the 2nd meeting in Tokyo, Japan** **N020**
- 6. Appointing person(s) for drafting minutes and resolutions**—Nahoko (Japan) and Laura (US) were appointed
- 7. Report from Convenor** **N036**
Dr. Ken Sagawa (Japan) began with a history of the group, indicating this to be the third meeting of WG9 with the first meeting in Cologne, Germany and the second in Tokyo, Japan.

In October 2008 discussion of a standard for accessible packaging began, with editorial work on the WD following in November and voting occurring at the TC 122 level for CD status in January 2009. April 29, 2009 voting ended with comments collected from the 29 P members (participating members with voting rights and 41 O Members (members who do not have voting rights). The Convener was pleased to announce a favorable result from the voting at the 3rd meeting; the WD had been successfully registered as a CD, with approximately 50 comments to be resolved before the document could continue to the DIS stage. The purpose of the meeting was to resolve the comments received.

The convener also updated the group on work in accessible design that is occurring throughout the ISO organization. TC 159 Ergonomics (primarily focused on tactile and haptic interaction for consumer products); TC 122 (Packaging); TC59 (Building Construction- Auditory Signals for consumer products; Specifications for luminance contrast with regard to aging populations and light); JTC1 (Braille for credit cards; IEC TC59 (Performance of household and similar electronic appliances); TC 173 (Accessible assistive technologies- Cross collaboration with CEN). Dr. Sagawa also referred the group to general references ISO IEC Guide 71 and TR 2211 (Common Basic Standards regarding changes and aging).

Further, Dr. Sagawa introduced the approach WG9 has taken with CD 11156 for WG members that were attending for the first time. Dr. Sagawa indicated three broad areas of concentration for the evolving standard.

- Information and Marking
 - Content information
 - Opening position
- Handling and manipulation
 - Carrying
 - Opening
 - Measuring and removal
 - Storage and disposal
- Evaluation
 - Testing of accessibility

8. **Report from Secretary---**Ms. Nahoko Ishizaki (Japan) began with a report of the voting results (N492). She indicated that voting had closed on 2009-29-4 with 29 P members from TC 122 and 41 O Members. Among the P members, 22 voted. 2 comments were received from the O members (Portugal and Switzerland made positive remarks). Seven countries (Algeria, Iran, Pakistan, the Philippines, the Russian Federation, Serbia and Turkey) failed to vote. Eleven countries said yes without comment; 6 countries said yes with comment; 4 countries abstained and Austria voted no, with comment. Michael indicated that he will be presenting in Austria on the 5th of June, and will add a slide to his presentation regarding WG9 and CD 11156 in an attempt to recruit possible Austrian experts. He will report back to WG9 regarding possible experts from Austria.

Next Nahoko discussed the growing membership of WG9 (referring the group to the member list). Recent additions include: China, Korea and the UK.

9. Report from Members

Report 1: Report on the Conference in Denmark- Ease of Opening--- Laura **N037**
Alaster Yoxall suggested that the WG9 group hold a conference in conjunction with one of its meetings in the EU.

10. Discussion on the comments on the CD 11156 N033, 034, 035

Among the many comments made and captured by the TC122 Secretariat, there were two action items. Michael Nieuwesteeg indicated that he would check to see if the term “dangerous goods” referenced in ISO standards refers to products that are shipped business to business or business to consumer to be sure that the appropriate standards are referenced within CD 11156. Laura indicated that she was willing to work on text and a diagram to be added to the evaluation portion of the CD.

11. Resolutions N031

Resolutions taken at the 3rd meeting of ISO TC122 WG9 on 2009-05-13 in E. Lansing, USA are as follows;

Resolution 12

TC122/WG9 agreed that revision of CD11156 will be completed by the WG9 secretariat before the end of May, 2009 and will be distributed to the WG9 members for comment to be returned to the secretariat before 2009-06-15.

Resolution 13

TC122/WG9 agreed that CD11156 will be completed and submitted for voting for DIS by 2009-08-01.

Resolution 14

TC122/WG9 agreed that ideas for new work items can be submitted with documentation to the WG9 secretariat by 2009-11-01. A tentative meeting is scheduled on 2010-01-19, 20 in Bollnäs, Sweden. The decision whether this meeting will take place is taken before 2009-11-15.

Resolution 15

TC122/WG9 decided to hold the 4th WG9 meeting on 2010-04-20, 21. If there is no meeting in January, 2010, the 4th meeting will be held in Bollnäs, Sweden.

Resolution 16

TC122/WG9 appreciated Michigan State University for hosting and supporting the meeting.

12. Date and place of the next meeting of ISO/TC122/WG9- Hans Persson will host the next meeting in Bollnäs, Sweden if needed, the meeting will be held 2010-01-19,20 (decision to schedule the meeting will be made on or before 2009-11-15). A meeting is also tentatively scheduled for 2010-04-20,21. If there is no meeting in January, this meeting will be held in Bollnäs, Sweden.

13. Closure of the meeting (14:00)



Attendance List

The 3rd Meeting of ISO/TC122/WG9 (Accessible Design for Packaging)

Meeting : ISO/TC122/WG9 **Date** : 2009-05-12, 13
Convenor : Dr. Ken Sagawa **Time** : 09:00-17:00 (2nd day-14:00)
Secretary : Ms. Nahoko Ishizaki **Place** : Michigan State University, USA

	Name (Block letters)	Country	Signature
1	ALASTER YORALL	UK	A. Yorall
2	WANG LI	China	王利
3	MICHAEL NIEUWSTEEG	NETHERLANDS	M. Nieuwsteeg
4	Hans Persson	Sweden	Hans Persson
5	Laura Bix	USA	Laura Bix
6	KEN SAGAWA	JAPAN	K. Sagawa
7	REIKO TAKAHASHI	JAPAN	R. Takahashi
8	NAHOKO ISHIZAKI	JAPAN	N. Ishizaki
9	Seung-Jin Choi	KOREA	S. Choi
10	CHRIS STECKLER	USA	Chris Steckler
11	Carlos De Henaiz	USA	Carlos De Henaiz
12	Javier de la Fuente	USA	J. de la Fuente
13	Wataru Kosugi	USA	小杉 渡
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