



## ISO/IEC JTC 1 N9579

2009-05-19

**Replaces:**

### ISO/IEC JTC 1 Information Technology

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**Revised Agenda for ISO/IEC JTC1 SWG-ARM  
27<sup>th</sup> May 2009 - 29 May 2009,  
Jardin Anglais (1st floor).  
ISO Central Offices, Geneva**

Please note that the meeting will commence at 10am on Wednesday 27<sup>th</sup> May and conclude by 1pm on Friday 29<sup>th</sup> May. Delegates will need to register at the ISO/CS reception on 3<sup>rd</sup> floor.

***Wednesday May 27<sup>th</sup>***

1. Welcome and introductions
2. Approval of agenda
3. Review of report of last meeting, and resolutions relating to SWG-ARM from JTC1 plenary and SWG-D meetings
4. Presentation on IEC document system by Ms Azar Tahbazian, Manager of Technical Information Services (including information on collaboration tools)
5. Liaison statement from SC29
6. Update/report from recent ITSIG meeting
7. Presentation on ""Creating accessible PDF documents, techniques and process" by Charlie Pike, TPG (Europe) Ltd.
8. Presentation of feedback from SC secretariat survey
9. Consolidation of input from SC secretariat survey and other information collected by members and comments from liaison organisations

***Thursday May 28<sup>th</sup>***

10. Presentation of ISO system and consideration of
  - a. Archival/file storage on Livelink.  
(Type of files supported, size of repositories, performances, etc -- with associated use case considerations)
  - b. Use of content (in different formats) by applications (such as MS-Word, Adobe-Acrobat, etc)
  - c. ISO rules/conventions re: mandated and recommended file formats and document structures.

11. Review of current standardisation activities relating to archiving PDF/A, OAIS, National standards, etc
12. Preparation of text on archiving to be incorporated in proposed JTC1 SD on “Electronic Document Preparation Distribution and Archiving” for SWG-D (insert SWG-D doc reference)

***Friday May 29<sup>th</sup>***

- 13 Review of final text for input to SWG-D proposed SD
- 14 Recommendations