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Supersedes document	

This document is still under study and subject to change. It should not be used for reference purposes.

ISO/TC 154/SC

Title: PROCESSES, DATA ELEMENTS AND DOCUMENTS IN COMMERCE, INDUSTRY AND ADMINISTRATION

Secretariat:

NEN

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REQUESTED ACTION

Circulated to P- and O-members, and to technical committees and organizations in liaison for:

☐ information

☒ discussion at the 30th plenary meeting

[venue/date of meeting]

☐ comments by
[date]

☐ voting (P-members only: ballot form attached) by

[date]

P-members of the technical committee or subcommittee concerned have an obligation to vote.

Title: Draft minutes 29th plenary meeting and resolutions TC 154 McLean, 2011-02-18

Source: Secretary

Project(s):

Status: For approval at the next plenary meeting

Additional information:

DRAFT MINUTES

of the 29th plenary meeting of ISO/TC 154, 18th of February 2011, McLean, United States of America

1. Opening of the meeting

The secretary, Mr Tim Kniep, of ISO/TC 154 opens the meeting.

The secretary notes that he has asked Ms Blantz to be the acting chair for this meeting. Ms Blantz emphasises that while she is happy to fulfil the role for this meeting alone, she will not be available to perform the role of permanent chair for this committee.

The secretariat announces that:

- The Proposal to form a TC154 Coordination Advisory Group was approved by majority as documented in 154N607¹
- Mexico unsubscribed from TC154;
- France changed their membership status from P- to O-member;
- Mr Klaus-Dieter Naujok was approved as the new Convenor to JWG1 by unanimity. A full voting report will be circulated shortly.

2. Roll call of delegates

A short introduction round is held. The attendance list is attached to the minutes of the 29th plenary meeting.

3. Adoption of the agenda (for decision)

(Document 154N608)

The agenda is approved.

4. Appointment of the Drafting Committee

The following persons are appointed as members of the Drafting Committee for the 27th plenary meeting:

Mrs. Delta Pelgrim

Mr. Tim Kniep (secretary)

5. Approval minutes previous meeting

(Document 154n600)

The minutes of the 28th plenary meeting are approved with the change of changing the reference to Mr Blantz to Ms Blantz under point 1.

The actions points in document 154N600 are discussed:

27.05.01	Considering the approved resolution to establish a liaison with UN/CEFACT, the secretary is requested to seek confirmation from ISO that a liaison can be established with UN/CEFACT next to the existing liaison with UNECE.	Secretary	OPEN
27.05.02	Liaison with UNCTAD: Mr. Grangard will contact Mr. Vepsalainen about the liaison between TC154 and	Mr. Grangard	CLOSED

¹ All documents refer to ISO/TC 154 documents, unless stated otherwise.

	UNCTAD.		
27.05.03	It seems difficult to establish a liaison with XBRL due to its legal structure. It is suggested to contact Mr. HJ van Burg.	Mr. Gregory	OPEN
27.6c.01	Mr. Grangard will inform UN/CEFACT on the work of JWG 2 and to ask for the participation of interested delegates.	Mr. Grangard	CLOSED
27.6d.01	It is decided to form a small group that will produce a position paper on the future of TS 15000-5. The group consists of Ms. Blantz, Mr. Whittle, Ms. Probert, Ms. Webb, Mr. Hassler, and Mr. Grangard.	Ms. Blantz	OPEN
28.07.01	Proposal to form a TC154 Coordination Advisory Group – the secretary will ballot this proposal as soon as it is formally received.	Secretariat	CLOSED
28.08a.01	The convenorship of JWG1 is still vacant. Mr Grangard is asked to bring the question to UN/CEFACT if there is a candidate for the convenorship for JWG1.	Mr Grangard	CLOSED
28.08c.01	Mr Boesler will make some public documents of JWG4 accessible via the Livelink website, and distribute these documents to UN/CEFACT, so that interested people are well informed.	Mr Boesler	CLOSED

6. General ISO/TC154 developments

a. Report on Call for candidatures for the position of Chairman

The secretary reports that two replies were received by the secretariat. The following two candidates have been put forward by the following P-members:

- ANSI candidate: Mr. Arofan Gregory
- DIN candidate: Mr. Klaus-Dieter Naujok

The secretariat is to nominate one of the two candidates, and put the nominee forward to ISO/TMB for approval as the new ISO/TC154 chairman. The secretariat is interested to hear the opinion of TC154 members on this matter. The secretariat would like to emphasise that this is an open process, and the secretariat will base the nomination decision on the information provided by the TC154 members and by the candidates.

b. Report on the formation of the Coordination Advisory Group (CAG)

The Coordination Advisory Group was approved with the tasks described in document N605. The comments made by ANSI are noted. Japan noted that their rationale for disapproving the resolution was that an additional hierarchical layer is not needed.

The CAG will not start their activities before a new chairman is installed. The secretariat will inquire with the TC154 members who they would like to nominate as a member to the CAG.

The secretariat will list these members to ensure the CAG is ready to start its work as soon as the chairman is installed.

c. Periodical reviews underway: ISO 8439:1990 and ISO 8440:1986

The secretariat notes that in accordance with ISO rules, standards should be periodically reviewed. The secretariat will open a ballot for the review of these standards. It concerns the following standards:

- ISO 8439:1990 Forms design - Basic layout is a layout key
- ISO 8440:1986 Location of codes in trade documents

Mrs. Probert noted that these reviews should be of special interest to JWG4 members. They are invited to look at these reviews and ensure their opinion is expressed via their national standards institute in response to the ballot.

7. Reports from working groups

a. TC 154/JWG 1 Joint syntax working group (with UN/ECE)

The secretary of the TC 154/JWG 1 Joint syntax working group (with UN/ECE), Mr. Boesler, reports on the current activities of TC 154/JWG 1. See document 154N610 for a copy of the presentation.

b. TC 154/WG 2 SDMX

Mr. Feder, convenor of WG 2, reports on the status of Working Group 2 SDMX. Topics reported on included the challenges for ISO/TS 17369 (SDMX), the steps being taken in the statistical community towards an updated version of ISO/TS 17369, Standards alignments and the next steps for WG2. See document 154N610 for a copy of the presentation.

c. TC 154/WG 3 CCTS - Core Component Technical Specification

Ms Blantz gives an overview of the current status of WG3. She explained that UN/CEFACT published a corrigenda to CCTS 2.01. This was submitted and accepted by ISO TC 154 and will be published as an amendment to ISO 15000-5 soon. Working group 3 has not restarted its work as it waits to receive the CCTS update from UN/CEFACT. See document 154N610 for a copy of the presentation.

Mr. Holman asked how CCTS 2.01 could still be cited when needed in the future when CCTS 3.0 is published. Could CCTS 3.0 be published in ISO as a part 15000-6, whilst keeping the 15000-5 for CCTS 2.01. Mrs. Probert notes that there is a precedent as the ISO 9735 (EDIFACT) has two versions, clearly describing the situation.

The secretary notes that he expects that this is no problem in ISO, given that certain criteria are met. The secretary will enquire within ISO what the options are.

d. TC 154/JWG 4 eLK

Mr. Boesler, secretary of TC 154/JWG 4 eLK, reports on Joint Working Group 2 electronic Layout Key, and notes that there are no updates for this group. The group is waiting for output from the project leader revising the ISO 6422.

e. TDED joint MA

Mrs Sue Probert explains that the group foresees to update the TDED. There are two normative attributes which are essential in the standard. One of these is the 4-digit number of the data elements. There is a long term arrangement with UN/CEFACT that the EDIFACT numbers would be kept in line with the TDED. That does not imply that all the numbers of one have to be in the other, or vice versa. It only implies that where they both exist, they are to be in line. Unfortunately, that alignment was lost on the EDIFACT side for a short time. The effort now is to bring everything back in line. Both EDIFACT and the TDED are well-used references so care must be taken in restoring the alignment.

The second of the normative attributes is the definitions of the data elements. The other attributes are non-normative attributes. They describe the relationships with other standards. This is one of the large added values of the TDED.

The secretary of the TDED MA will request the partners such as IATA to submit changes which can be incorporated into a new version of the TDED.

8. ISO IEC ITU UN/ECE MoU Management Group

The last MoU MG conference call was held on 14 September 2010. The minutes should be available.

The next MoU MG meeting will be held on the 6th and 7th of April 2011 in Geneva. The MoU MG is expected to discuss the functioning of the MoU MG.

Mrs Probert noted that two resolutions were passed by the MoU MG that refer to the 15000-5 as a good basis for collaboration and convergence:

"EbMoU resolutions endorsing CCTS and recommending TBG17 for harmonization and development of official UN/CEFACT CC Library

The 4 "De Jure" standards bodies (IEC, ISO, ITU, and UN/ECE) have endorsed Core Components. The ebMoU is an umbrella committee which is responsible for overseeing all ebusiness related work programmes across IEC, ISO, ITU and UN/ECE in order to ensure maximum coordination and minimum overlap.

In April 2003, the ebMoU Management Committee passed a resolution recommending ISO 15000 Part 5 (CCTS) as the preferred methodology for defining semantics.

In May 2004 the same Committee added a further resolution endorsing UN/CEFACT TBG17 as the body responsible for harmonising CCTS structures into the official international Core Component Library. This resolution also recommended that all candidate core component structures from any recognized ebusiness standards organization should be submitted through TBG17."

Documents from the eBusiness MoU MG can be found on:

http://isotc.iso.org/livelink/livelink/fetch/2000/2489/Ittf_Home/MoU-MG/MoumgDocs.html

9. Liaison reports

The following liaisons are present:

GS1

No news to report.

UN/CEFACT

Mr. Grangard reported that the UN/CEFACT reorganisation is underway. The plenary approved the reorganisation in principle. Details are being worked out in the period leading up to the next plenary (6 through 8 of July 2011). At this plenary, it will come up for approval.

The next UN/CEFACT forum will be an informal meeting in McLean, Virginia at the LMI headquarters. This informal meeting is expected to further outline the details for the transition plan for UN/CEFACT work in progress. Registration for this meeting is now possible via the UN/ECE website.

Mr. Potgieser asked what the status of an informal meeting is. Mr. Grangard explained that in general, it is going to be a business as usual but people attending will not be an 'expert on a mission' and support from the UN/ECE will be limited.

Mr. Grangard continued by reporting that the:

- Core Component Library D10A is published,
- UN/CEFACT contact methodology is now out for public review, and
- UML Profile for Core Components (UPCC) 3.0 is also out for public review.

UNECE

No news to report.

The TC members ask the secretariat to request liaison reports for the next plenary.

10. Meeting schedule

The next plenary is scheduled for the 18th of August 2011, presumably Copenhagen. The secretariat will discuss the exact date with the TDED joint MA.

11. Any other business

There is no other business.

12. Approval of the resolutions

Resolutions 308 and 309 are adopted unanimously (attached to this document).

13. Closure of the meeting

The acting chair thanks all the participants for their contributions and the fruitful discussions.

ACTION POINTS 29th PLENARY MEETING

Action items from the 29th plenary meeting of ISO/TC 154

McLean, USA, 18 February 2011

(meeting number, agenda item, number of action related to agenda item)

27.05.01	Considering the approved resolution to establish a liaison with UN/CEFACT, the secretary is requested to seek confirmation from ISO that a liaison can be established with UN/CEFACT next to the existing liaison with UNECE.	Secretary	OPEN
27.05.03	It seems difficult to establish a liaison with XBRL due to its legal structure. It is suggested to contact Mr. HJ van Burg.	Mr. Gregory	OPEN
27.6d.01	It is decided to form a small group that will produce a position paper on the future of TS 15000-5. The group consists of Ms. Blantz, Mr. Whittle, Ms. Probert, Ms. Webb, Mr. Hassler, and Mr. Grangard.	Ms. Blantz	OPEN
29.05.01	Review all liaisons and the liaison officers for ensuring that they are committed to collaborating with the TC	Secretary and Chairman	OPEN
29.06b.01	Inquire with TC154 members who they wish to nominate for member to the CAG	Secretary	OPEN
29.06c.01	Issue ballots for review of the ISO 8439:1990 and ISO 8440:1986	Secretary	OPEN
29.09.01	Request liaison reports for the next plenary	Secretary	OPEN

Resolutions from the 29th plenary meeting of ISO/TC 154 held on the 18th of February 2011

308. Thanks to LMI

ISO/TC154 resolves to thank LMI and Mrs. Delta Pelgrim for hosting this meeting and their excellent hospitality.

Accepted with unanimity

309. Thanks to Ms. Blantz

ISO/TC154 resolves to thank Ms Blantz for performing the role of acting chair for this plenary meeting.

Accepted with unanimity

Attendance list

Name	Country/Liaison	McLean, 2011-02-18
Chris Hassler	ANSI	Attended - HOD
Delta Pelgrim	ANSI	Attended
Andrew M Schoka	ANSI	Attended
Sylvia Webb	ANSI	Attended
Yvonne Meding	ANSI	Attended
Stuart Feder	ANSI & Convenor WG2	Attended
Klaus-Dieter Naujok	ANSI & Convenor JWG1	Attended
Bernd Bösler	DIN & Secretary to JWG1 and JWG 4	Attended
Hisanao Sugamata	JIPDEC	Attended - HOD
Peter Potgieser	NEN	Attended - HOD
Sue Probert	BSI & Co-Chair TDED Joint MA	Attended - HOD
Ken Holman	CANADA	Attended - HOD
Francois Vuilleumier	TDED	Attended
Anders Grangard	GS1 & UN/CEFACT	Attended
Mary K. Blantz	Acting Chair, Co-chair TDED joint MA, Convenor WG3	Attended
Tim Kniep	Secretariat	Attended