TC 295 Secretariat Report

1st plenary meeting

Committee manager : WANG Shurong

2020-12-14

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01 TC 295 outline

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Established!!!

TECHNICAL MANAGEMENT BOARD RESOLUTION 76/2019
Adopted by correspondence on 2019-09-11

Establishment of a Technical Committee on *Audit data services*

The Technical Management Board,

Noting the proposal passed the member body vote,

Approves the creation of the Technical Committee, ISO/TC 295 *Audit data services*, and

Allocates the secretariat to SAC (China).

Title and scope

☐ Title:

Audit Data Services

☐ Scope:

Standardization in the field of audit data services covers the content specification as well as the collection, pre-processing, management and analysis techniques for the identification, communication, receipt, preparation and use of audit data.
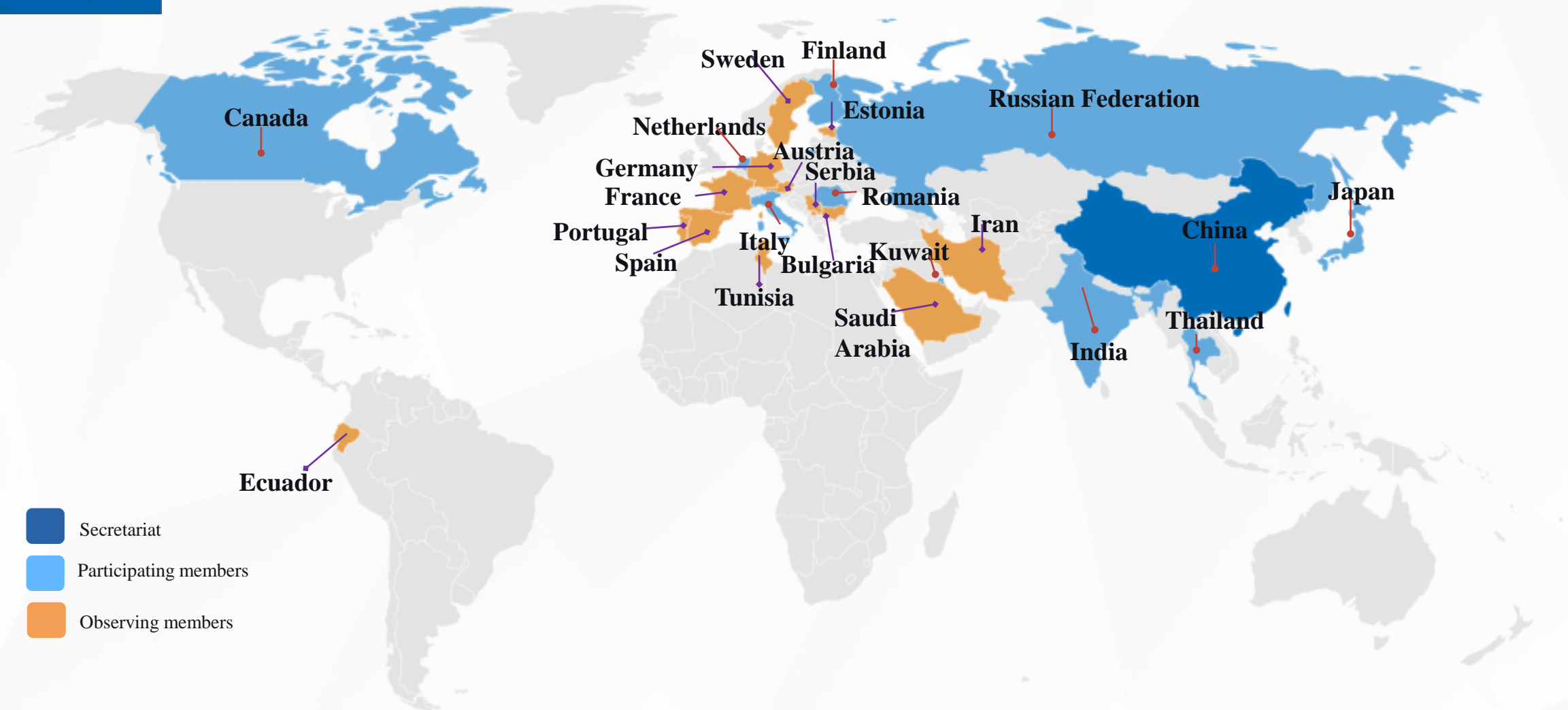
Note:

1. Audit: an official examination of an entity's financial and financial related records in order to check that they are correct. (Source: Longman Dictionary of Contemporary English 4th Edition, modified company has been replaced by entity to cover government auditees and financial related records has been added.)

2. The audit data includes data of different areas including public sector budget, financial report, nonfinancial enterprises, tax and social insurance, for the purpose of government audit, external independent audit, internal audit and other regulators.

Excluded:

- Information system security audit covered by ISO/IEC/JTC 1.
- Security evaluation criteria and methodology, techniques and guidelines to address both security and privacy aspects covered by ISO/IEC/JTC 1/SC 27.
- Meta-data standards, E-business standards, database language standards covered by ISO/IEC/JTC 1/SC 32.
- Meta-standards of electronic data interchange covered by ISO/TC 154.
- quality management and quality assurance covered by ISO/TC 176.

Members

Until October 28, TC 295 contains 11 Participating members and 13 Observing members.

LIAISONS (until October 28)

01

2 liaison committees to TC 295

ISO/TC 251 Asset management

ISO/TC 307 Blockchain and distributed ledger technologies

02

2 liaison committees from TC 295

ISO/TC 154 Processes, data elements and documents in commerce,

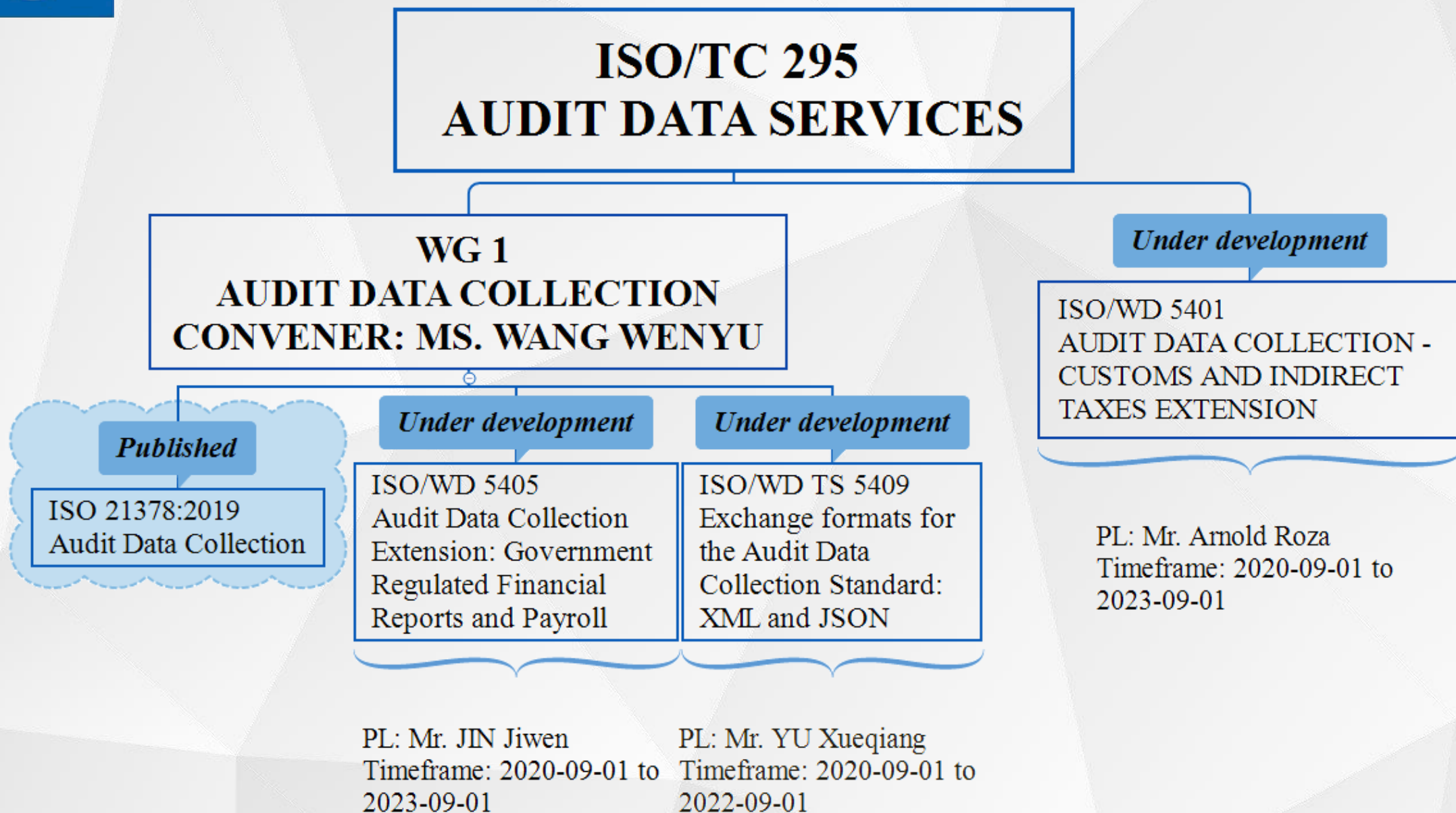industry and administration

ISO/TC 251 Asset management

03

0 organization in liaison

UN/ECE CEFACT withdrew the liaison with TC 295 on June 25, 2020.

TC 295 structure

TC 295 leadership

Secretariat: SAC

Chair: Mr. ZHOU Weipei

Committee Manager: Ms. WANG Shurong

WG 1 convener: Ms. WANG Wenyu

- According to sub-clause 1.8.1 of the ISO/IEC Directives, Part 1, ISO impose a 9-year maximum term for the committee chair in order to ensure renewed leadership and fresh perspectives for ISO committees.

- According to sub-clause 1.12.1 of the ISO/IEC Directives, Part 1, ISO working group conveners shall be appointed by the parent committee for up to three-year terms. The convener may be reappointed for additional terms of up to three-years. There is no limit to the number of terms.

02 ISO updated rules

- COVID-19
- ISO Documents
- ISO Code of Conduct

ISO updated rules – COVID-19

- Following the evolution of the COVID19 pandemic, it was decided that all ISO governance and technical meetings planned until **31 January 2021** must be held virtually or postponed until after that date.

- The updated measures related to COVID-19 can be found at the following link:

https://connect.iso.org/display/standards/COVID-19+-+Temporary+measures+for+committee+work

TMB Communiqué Issue Nr 66 (September 2020)

10. Resources for the continuity of ISO technical work during COVID-19

Background: In March, as the global impact of COVID-19 became apparent, the ISO President's Committee decided that all physical ISO meetings should be banned while COVID-19 presents a risk. In response to the crisis, the TMB introduced some temporary measures to help ISO committees continue their technical work in an entirely virtual environment. The TMB is closely monitoring the impact of COVID-19 on the technical work, and reviewing and updating the temporary measures accordingly.

The ban on physical meetings has a 3-month window, and is reviewed on a monthly basis. The ban on holding physical governance and technical meetings has just been extended to **31 January 2021**. Please note that even beyond 31 January 2021, the TMB is encouraging committees to continue planning only virtual meetings due to the remaining uncertainties around the COVID-19 crisis.

What it means for you: For up-to-date information on the physical meeting ban, the temporary measures available to committees to facilitate the technical work, and information and resources for working in a virtual environment, visit this ISO Connect page. For more specific questions please contact your committee's ISO TPM.

ISO updated rules - ISO Code of Conduct

TMB Communiqué Issue Nr 64 (February 2020)

- ISO has revised the ISO Code of Conduct and required the Code to be explained at all committee meetings.

- The updated ISO Code of Conduct can be found at the following link: https://www.iso.org/publication/PUB10 0397.html

5. Guidance and process for addressing misconduct and breaches of the Code of Conduct (Code):

Background: Throughout 2019 the TMB took a number of actions to improve ethics and respect and generate a more respectful environment in the ISO technical committees. These actions included revising the ISO Code of Conduct for the technical work (Code), requiring the Code to be explained at all committee meetings throughout 2020, and developing guidance and a process for handling complaints in cases where the Code may have been breached.

The TMB has now approved the new Guidance and process for addressing misconduct and breaches of the Code of Conduct (Code). Although a link to this document will be included in Annex SA in the next version of the ISO Supplement Part 1, the guidance and process in this document is effective immediately.

What this means for you: Please ensure you are familiar with the ISO Code of Conduct and adhere to its principles. If you find yourself in a situation where you feel the Code of Conduct may have been breached you can consult the new Guidance and process for addressing misconduct and breaches of the Code of Conduct (Code) for advice and guidance on what steps to take to resolve the situation. If you'd like more information on this document please contact your ISO TPM, or email tmb@iso.org.

ISO updated rules - ISO Documents

TMB Communiqué Issue Nr 66 (September 2020)

- All TC 295 committee documents are available on new platform ISO Documents.

- Resources for ISO documents can be found via the following link:
https://www.iso.org/iso-documents-pilot-0A1B2C

8. ISO Documents – eCommittees replacement general onboarding started in September

<u>Background:</u> The ISO eCommittees replacement project aims to replace the current solution used for managing technical and governance committee working documents. The new solution ensures the integrity and traceability of the existing content. Following the pilots that took place throughout Q1-Q2 2020, the first general onboarding was on 29 September. This brought the total number of committees to 1230, total users to 27'200 and moved over 416'000 documents to the new platform.

To support and accompany the committees still to be migrated by the end of the year, the following activities have already begun: ongoing training sessions; a dedicated webpage containing project updates and resources; and onboarding communication messages sent to onboarding committee officers per onboarding wave. By the end of 2020, all ISO committee working documents will be available from ISO Documents.

<u>What this means for you:</u> Check the dedicated webpage where you can find many resources to help familiarize you with ISO Documents, including links to training sessions. Should you have any questions, please contact Javier Linares, linares@iso.org (Project Manager) or Kirsi Silander, silander@iso.org (Product Owner).

Final onboarding dates for these technical committees:
- 29th September 2020
- 3rd November 2020
- 1st December 2020

Old and new documents platform

03 TC 295 works

- Ballots
- Next works

TC 295 ballots

Ballot on TC 295's title and scope

➢ Ballot period: 2020-01-13 to 2020-03-09

➢ Results: 7 yes, 3 abstain

➢ No comments

Ballot on ISO/NP 5401

➢ Ballot period: 2020-06-01 to 2020-08-24

➢ Results: 9 yes and 5 P-members express their active participation, 2 abstain

➢ 8 comments from Finland, Japan and India

Ballot on ISO/NP 5405

➢ Ballot period: 2020-06-01 to 2020-08-24

➢ Results: 9 yes and 5 P-members express their active participation, 2 abstain

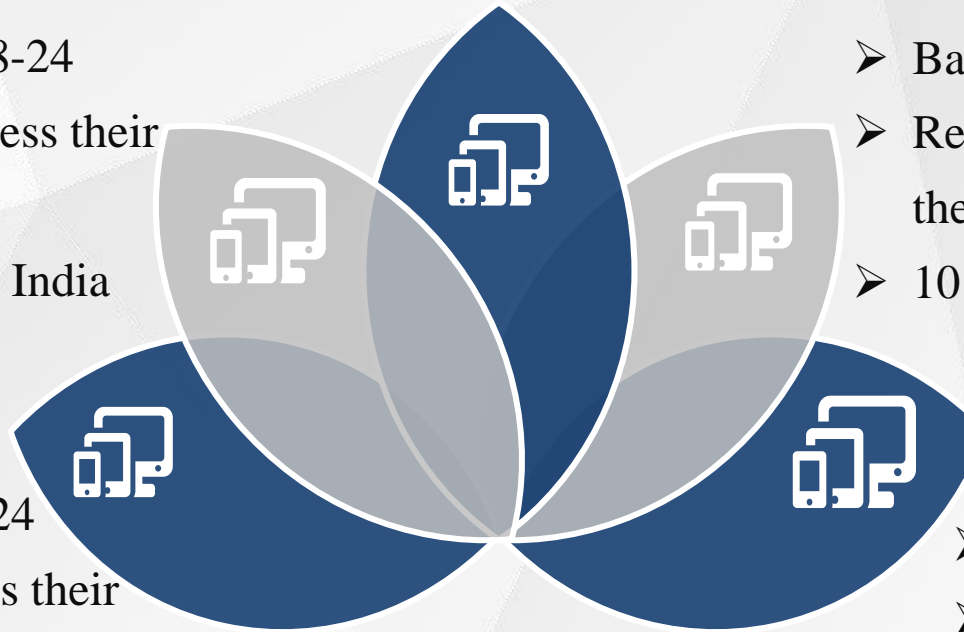➢ 10 comments from Finland and Japan

Ballot on ISO/NP TS 5409

➢ Ballot period: 2020-06-01 to 2020-08-24

➢ Results: 8 yes and 4 P-members express their participation, 1 no, 2 abstain

➢ 5 comments from Finland and Japan

Ballot on SBP

➢ Ballot period: 2020-09-21 to 2020-10-19

➢ Results: 11 yes

➢ 8 comments from Finland and Japan

Next works

TC 295 structure

◆ How to manage the project ISO/WD 5401

◆ Potential project proposals

Next Plenary meeting

◆ Resolutions on the meeting date and location

Submit the revised SBP to ISO/TMB for review

◆ Resolutions on how to finalise the revised SBP

Monitor 3 under-developing projects

◆ Ensure all projects going on track

◆ Provide assistance on working documents, project management, meetings, decisions, advising

Thank you!