

JT/95-0251 J C S
X3/95-0460 X O T

JTC 1 TAG, U.S. Technical Advisory Group to ANSI,
National Body Member of ISO/IEC JTC 1, Information Technology

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Project:
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Draft Minutes
JTC 1 Technical Advisory Group (JTC 1 TAG)
Meeting Number 24

Hyatt Fair Lakes
12777 Fair Lakes Circle
Fairfax, VA 22033

May 17-19,1995

A. JTC 1 TAG Business

1. Administrative

In the absence of Ms. Flanagan, Ms. McMillan served as Secretary for this meeting.

1.1 Call to Order

Chairman Gibson called the meeting to order at 10:00 a.m.

1.2 Membership and Attendance

The Department of Defense (DoD) has added Mr. Jerry Smith as its alternate member. The Department of Energy has changed its representatives to Ms. Carol Blackburn (principal) and Mr. Bruce White (alternate). Xerox changed its representatives to Mr. Jack Flannery (principal) and Mr. Roy Pierce (alternate), and subsequently added Ms. Jean Baronas as an alternate. Bull HN changed its principal representative to Mr. Patrick Harris.

Two organizations have submitted the necessary documentation to join the JTC 1 TAG and will be granted voting membership upon completion of the requirements cited in the TD-1. One new member was in attendance at this meeting. The new members are:

American Trucking Associations (ATA)
AIMUSA, represented by Mr. Steve Halliday

GSA had been notified (JT/95-0125) that its membership was in jeopardy due to failure to attend meetings; a member was in attendance at this meeting and GSA's membership is restored to good standing.

Q.E.D. attained voting rights at this meeting.

The total voting membership is 38 (excluding the observers at this meeting).
Quorum is 20. Representatives from 30 voting organizations were in attendance.

The list of those in attendance at this meeting are shown in Attachment 1.

The following organizations did not have representatives at this meeting: AIIM, ANS, Compaq, DoE, EIA, Northern Telecom, SHARE, and 3M.

The following organizations did not have representatives at this meeting or the February meeting: Compaq, DoE, and 3M. The JTC 1 TAG Administrator will write to the representatives of those organizations, notifying each that the organization's membership is in jeopardy for failure to attend meetings.

REF: JT/95-0070 (CE), 0104 (CE), 0124 (CE), 0148 (CE), 0159 ADD (CE), 0168 (CE), 0202 (CE)

1.3 Approval of Draft Agenda, May 17-19, 1995

The draft agenda (JT/95-0160) was approved by unanimous consent (Frost/Smith) as revised and shown in Attachment 2.

REF: JT/95-0160

1.4 Approval of Draft Minutes of the Previous Meeting

The draft minutes of the February 8-9, 1995, meeting (JT/95-0130) were approved as presented by unanimous consent (Oksala/Deese).

1.4.1 Review of Action Items

Ms. McMillan reviewed the action items from the February 1995 meeting, noting that all but two action items have been completed.

1) The JTC 1 TAG Administrator will write GSA, notifying its principal member that the organization's membership is in jeopardy for failure to attend meetings. (Item 1.2, February 1995 minutes) (DONE)

2) The JTC 1 TAG Administrator will work with Mr. Gibson on the clarification of U.S. TAG assignments. (Carryover, Item 5.4, June 1994 minutes) (CARRYOVER)

3) Mr. Oksala will report in May on the results of the April meeting of SPRG. (Item 3.6, February 1995 minutes) (DONE)

- 4) The JTC 1 TAG Administrator will issue a call for contributions on the implications for the U.S. of the results of several European activities, including the European ICT Standardization Policy Workshop, the G7 Ministers meeting, and the EC Commission on International Competitiveness. (Item 3.6, February 1995 minutes) (DONE-no contributions received)
- 5) The ad hoc group on PAS (Mr. Loughry, convener, and Ms. Kilpatrick, Messrs. Ellinghaus, Hovey and Deese) will develop educational material on PAS with the intention that the information will be transferred to the PAS mentor. (Item 4.2.2, February 1995 minutes) (DONE)
- 6) The ad hoc group on PAS will report in May its recommendations for implementation of the PAS mentor function in the U.S. (Item 4.2.2, February 1995 minutes) (DONE)
- 7) The JTC 1 TAG Administrator will ensure that a meeting room accommodating 25-30 people is reserved. (Item 4.2.3, February 1995 minutes) (DONE)
- 8) The ad hoc group on RS (Mr. Loughry, convener, Ms. Kilpatrick, Ms. Main, Messrs. Zajackowski, Neumann, Jameson, Robichaux, Ellinghaus, Deutsch, Oksala, and Hovey) will approve the U.S. positions to the meeting(s). (Item 4.2.3, February 1995 minutes) (DONE)
- 9) The JTC 1 TAG Administrator will notify ANSI that Mr. Deese has been added to the U.S. delegation to the WG-RS meeting. (Item 4.2.3, February 1995 minutes) (DONE)
- 10) The JTC 1 TAG Administrator will discuss with Ms. Girouard the JTC 1 TAG action regarding the U.S. position on the ballot to approve the proposed modification to the scope of SC 30. (Item 4.2.4, February 1995 minutes) (DONE)
- 11) JTPG will also include a “placeholder” comment in the U.S. position on the PAS procedures that opens the possibility of additional SC-specific criteria. (Item 4.2.7, February 1995 minutes) (DONE)
- 12) The JTC 1 TAG Administrator will invite the SC TAGs to identify SC-specific items for inclusion in discussion at the May meeting of the U.S. contribution on this subject. (Item 4.2.7, February 1995 minutes) (DONE)
- 13) Messrs. Deese and Neumann will prepare the U.S. contribution, and notify the SC 11 and SC 23 TAGs. (Item 4.2.7, February 1995 minutes) (DONE)
- 14) JTPG will make a recommendation to the JTC 1 TAG on the mechanics of processing PAS at the national (U.S.) level. (Item 4.2.7, February 1995 minutes) (DONE)
- 15) Messrs. Emard and Hovey will write the response to X3H3. (Item 4.2.7, February 1995 minutes) (DONE)
- 16) Mr. Zajackowski will draft the updates contribution on GII. (Item 4.2.9, February 1995 minutes) (DONE)

17) The ad hoc group consisting of Ms. Higginbottom and Messrs. Oksala, Gibson and Ellinghaus will review the contribution on GII prior to submission to ANSI. (Item 4.2.9, February 1995 minutes) (DONE)

18) The JTC 1 TAG Administrator will contact DISA to request input on the appropriateness of reactivating ISO/TC 154 (or other alternatives) prior to the May meeting. (Item 4.2.14, February 1995 minutes) (DONE)

19) The JTC 1 TAG Administrator will forward the U.S. position on N 3378 (regarding Resolution 46 and DIS 11801) by February 17, 1995. (Item 4.2.15, February 1995 minutes) (DONE)

20) The delegation to the JTC 1 plenary meeting will draft proposed delegates' instructions prior to the May JTC1 TAG meeting. (Item 4.3.1, February 1995 minutes) (DONE)

21) The JTC 1 TAG Administrator will obtain the training inventory list compiled by Ms. St. John and determine if it completely covers the needs identified by the JTC 1 TAG. (Item 10. 3, February 1995 minutes) (CARRYOVER)

22) The JTC 1 TAG Administrator, in collaboration with Mr. Gibson, will prepare for discussion at the May meeting a proposal for the basic content of the "JTC 1 Toolkit." (Item 10. 3, February 1995 minutes) (DONE)

REF: JT/95-0130 (CE)

1.5 JTC 1 TAG Administrator's Report

Mr. Emard presented the JTC 1 TAG Administrator's Report (JT/95-0161) and reviewed the January - March 1995 statistics with the total statistics for 1994.

Although the 1995 budget calls for \$752,200 in revenues and \$756,265 in expenses, with an expected deficit of \$4,065, Mr. Emard reported to the JTC 1 TAG that he fully expects the operation will break even in 1995.

Mr. Gibson reported that Mr. Converse, X3 Chairman, indicated to him that X3 discussed the 1996-1997 fee schedule and will ballot two options, in order to provide some input to ITI/TMPC in June. Mr. Gibson noted the options on the X3 ballot are (1) a recommendation to increase fees for the parent organization (X3) or (2) a recommendation to incrementally increase fees for the technical subgroups of X3 to \$350 in 1996 and to \$375 in 1997. If X3 supports the first option, the JTC 1 TAG members will be affected as well.

Mr. Emard presented his financial projections for 1996 and 1997, and cited the assumptions he accepted in developing the projections.

Considerable discussion ensued. The JTC 1 TAG members offered differing views on the unintended consequences that might occur with the options X3 is addressing. Some members expressed opinions about the expense projections and others noted that Mr. Emard's projected deficit for the 1996-1997 timeframe may not warrant an increase in fees until 1997, noting that the 2-year cycle is a practice that can be changed. Others expressed support for one of the options X3 is balloting

Mr. Gibson noted that TPMC is meeting June 27-28. JTC 1 TAG Administrator was directed to issue a ballot on three options (the two on the X3 ballot, and a third to postpone an increase until 1997) and to include as an attachments the financial charts he presented at this meeting.

REF: JT/95-0161 (CE)

1.6 Update on the Automation Implementation

Ms. Higginbottom reported that the automation of the JTC 1 TAG Administrator (and X3 Secretariat) was continuing according to the plan outlined at the February meeting.

She described considerable progress in implementing a World Wide Web site, and noted that Mr. Camp's initiative in constructing the initial pages provided a strong momentum sustained by ITI and JTC 1 TAG Administrator staff. She expressed her appreciation for their efforts and their accomplishments.

The JTC 1 TAG site will be available at "www.jtc1tag.org" in the near future. At this time, the JTC 1 TAG pages are available through the X3 site at www.x3.org. Those with comments or questions are encouraged to contact Dan Arnold (202-626-5747) or Kate McMillan (202-626-5742).

2. Chairman's Remarks

Mr. Gibson, JTC 1 TAG Chairman, noted the JTC 1 TAG had appointed a new Vice Chair, Mr. Scott Jameson, and welcomed him in his new role.

The JTC 1 TAG expressed its appreciation to Mr. Hovey, the previous Vice Chair, and Mr. Gibson presented him with a plaque commemorating his service.

Mr. Gibson briefly commented on the automation activities, and observed that his experience with the transition from paper to diskette had not been without its inconveniences. Nonetheless, he enthusiastically supports the effort and looks forward to moving beyond the transitional part-paper, part-computerized stage. He also encouraged the members to make the necessary adjustments, as he has, and to improve their response to letter ballots. Voting on letter ballots is one of the responsibilities of each member.

This major focus of this meeting will be preparation for the JTC 1 Plenary meeting June 13-16, 1995.

3. JTC 1 TAG Subgroup Reports

3.1 JTC 1 TAG Procedures Group -- JTPG

Mr. Jameson discussed with the JTC 1 TAG his report (JT/95-0225) and reported that JTPG has met once (April 24, 1995) since the last meeting of the JTC 1 TAG. JTPG has six members, and DoD has changed its representative to Mr. Jerry Smith.

As noted at the previous meeting, JTPG developed positions on four documents posted to the JTC 1 Plenary agenda: JTC 1 N 3339, ISO/IEC JTC 1 Directives, Supplement 1: The Transposition of Publicly Available Specifications into

International Standards; N3340, ISO/IEC JTC 1 Directives, Supplement 2: Guidelines for JTC 1 API Standardization; N3349, Draft Changes to the ISO/IEC JTC 1 Directives, Modification to the DIS Balloting Procedures per JTC 1 Geneva Resolution 44A; and N3351, Draft Changes to the ISO/IEC JTC 1 Directives, Simultaneous NP and CD Ballot Procedures per JTC 1 Geneva Resolution 44B. In preparation for the Plenary, JTPG considered the ITTF comments (JTC 1 N 3427) on the modifications to the DIS balloting procedures, and approved JT/95-0184 as the recommended U.S. position on that document. These positions are reported under item 5.4.1 of the delegates' instructions.

On the domestic side, JTPG has reviewed the changes to the Directives and assessed their impact on the JTC 1 TAG/TD-1, JTC 1 TAG Organization and Procedures, as noted in the JTPG report. This activity is continuing.

There are a number of ANSI-related issues that JTPG examined. ANSI staff raised an issue regarding international voting only by accredited TAGs, and JTPG noted that the JTC 1 TAG is operating in accordance with the ANSI ISSB-approved Memorandum of Agreement (MoA). JTPG also reviewed revisions of two ANSI documents: Guide for U.S. Delegates to ISO and IEC Meetings, and ANSI Procedures for the U.S. Participation in the International Standards Activities of the ISO.

The next JTPG meeting is September 7, 1995.

REF: JT/95-0225 (NE)

3.1.1 Approval of the Process for Establishing U.S. Positions on JTC 1 PAS Actions

At the direction of the JTC 1 TAG, JTPG developed the basic outline of the procedures for processing JTC 1 PAS ballots within the U.S. community. Mr. Jameson reviewed the process as outlined in his report (JT/95-0225, pages 6 through 9). Following considerable discussion, the JTC 1 TAG modified the outline (e.g., to include distribution to groups external to the JTC 1 TAG) and determined that the JTC 1 TAG will include recommendations from subsidiary TAGs and others. The actual question on the ballot, however, will be the question on the JTC 1 ballot, rather than approval or disapproval of a recommendation from another group.

By unanimous approval, the JTC 1 TAG approved the following motion from JTPG:

"JTPG recommends the JTC 1 TAG approve the process for the development of U.S. positions on JTC 1 PAS actions."

JTPG will develop text for the TD-1 implementing this process.

REF: JT/95-0225 (NE)

3.2 JTC 1 TAG Registration Authority Group -- JRAG

In the absence of a report from Ms. Tom, Mr. Robinson reported that JRAG has not met since the February meeting of the JTC 1 TAG. He also reported that the international counterpart's workload has been light.

3.3 JTC 1 TAG Functional Standards Group -- JTFS

Mr. Robichaux, JTFS Chair, attended the meeting and reviewed with the JTC 1 TAG the JTFS Report (JT/95-0227). He reported on the general status of the committee: the committee has met twice since the February meeting of the JTC 1 TAG; membership is five, and the workload very high (JTFS has distributed 118 documents in 1995, excluding SGFS, ISP, JTC 1 DISP documents and ballots).

Mr. Robichaux discussed with the JTC 1 TAG his observations on the SGFS management report (SGFS N1269) and the issues identified in the report. JTFS provided input to the JTC 1 TAG on four items on the JTC 1 Plenary agenda (items 6.1, 9, 11.1.1, and 12.1). Mr. Robichaux noted that some of the issues are controversial within SGFS, and the U.S. positions (e.g, on PAS/RS and OSE) are not always aligned with the other participants.

Also included in the JTFS report is a summary of the Profile Status (12 may 1995).

SGFS meets June 19-23, 1995, in Berlin. Mr. Robichaux requested that the U.S. delegates to the JTC 1 Plenary brief him on any SGFS-related developments that occur at the JTC 1 Plenary. The next JTFS meeting is September 19-21, 1995.

The JTC 1 TAG expressed its appreciation to Mr. Robichaux for his report.

REF: JT/95-0227 (NE)

3.4 JTC 1 TAG Conformity Assessment Group -- JTCA

Mr. Thewlis, JTFS Chair, prepared a report (JT/95-0146R) although he did not attend the meeting. In his report, he indicated the general status of the committee and reviewed the status of the action items assigned to SWG-CA by JTC 1 at its Geneva plenary meeting, as well as the actions taken by SWG-CA at its meeting in February 1995. Mr. Ellinghaus reviewed the report with the JTC 1 TAG.

At that meeting, SWG-CA formulated a draft policy on Interoperability and distributed its to the National Bodies of SWG-CA for review and comment. JTCA forwarded a U.S. contribution on this (see JTC 1 Plenary agenda item 6.3.2 for that position). The HoD report from that meeting is JT/95-0091.

Currently JTCA has three voting members and one member who will attain voting rights at the next meeting in June 1995.

REF: JT/95-0146R (CE)

4. Personnel

4.1 Reappointment of the JTC 1 Chairman

The letter ballot (JTLB 1059) to endorse Ms. Mary Anne Lawler closed May 12, 1995, and the JTC 1 TAG endorsed her nomination. A motion to reconsider (Converse [as the Kodak representative]/Camp) the question was unanimously approved. Mr. Converse, who is also the Chairman of X3 and its representative on the JTC 1 TAG, explained that X3 had reconsidered this question at its meeting May 16, 1995, unanimously endorsed the nomination, and wished to change its vote at the JTC 1 TAG level from "abstain" to "approve."

Mrs. Lawler's nomination was unanimously endorsed by the JTC 1 TAG.

REF: JTLB 1059

5. Hosting of JTC 1 SC Plenaries

5.1 SC 22 Plenary, September 1995

The JTC 1 TAG discussed the funding of the SC 22 Plenary meeting that will be hosted by the U.S. in September, 1995. The budget for the meeting is \$14,000. The JTC 1 TAG Administrator has solicited \$7000 from the subsidiary TAG and is anticipating a \$7000 shortfall.

Mr. Hill, CT22 Chair, reported that the membership of the CT22 TAG is small, and he noted that approval to host this meeting was granted prior to the change in the JTC 1 TAG's policy to shift the financial burden from the JTC 1 TAG Administrator's budget to the subsidiary TAG participants and, if necessary, JTC 1 TAG member organizations. Mr. Emard reported that the amount of residual funds (collected for previous meetings but unspent) is \$4000.

Noting that the residual funds do not cover the anticipated shortfall, the JTC 1 TAG directed the JTC 1 TAG Administrator to send to the members of the CT22 TAG, the JTC 1 TAG, and the TAGs to SC 22 working groups notice that the meeting is underfunded and the customary social event will be foregone without additional donations.

5.2 SC 29 Plenary, September 1995

The JTC 1 TAG discussed the funding of the SC 29 Plenary meeting that will be hosted by the U.S. in November, 1995. Mr. Nier, Chair of the SC 29 TAG (X3L3), requested this agenda item, prepared a document (JT/95-0174) outlining X3L3's position, and attended this portion of the meeting to request JTC 1 TAG action.

Mr. Nier reported that the SC 29 TAG is well-populated, and he noted that approval to host this meeting was granted prior to the change in the JTC 1 TAG's policy to shift the financial burden from the JTC 1 TAG Administrator's budget to the subsidiary TAG participants and, if necessary, JTC 1 TAG member organizations. X3L3 fully expects to collect all of the funds necessary to host the SC 29 Plenary (\$55,000 has been collected to date) and anticipates a surplus.

Surplus funds are retained by the JTC 1 TAG Administrator under the current policy. X3L3 requests an exception, as its members will meet the responsibility of fully funding the meeting without any funding from the JTC 1 TAG, the JTC 1 TAG Administrator or the residual funds (unspent on previous SC plenary meetings). X3L3 requests that any funds collected from X3L3 members remaining after the payment of all reasonable meeting costs be transferred to an X3L3 account to defray costs of future X3L3 meetings.

Discussion ensued. Members noted that a policy that treats all SC TAGs identically may not be the wisest policy, as clearly all SC TAGs are not identical in their number of participants and other circumstances that define their ability to fund SC Plenary meetings (see also 5.1 above). The JTC 1 TAG agreed in principle to

change the funding policy to permit SC TAGs to retain any surplus funds from SC Plenary meetings funded entirely by the SC TAG membership. JTPG was directed to draft text implementing that policy.

After further discussion, the JTC 1 TAG addressed the following motion:

Converse/Smith

"The JTC 1 TAG approves the exception for X3L3, and funds collected by the X3L3 membership exceeding expenses for the SC 29 Plenary meeting will be refunded to X3L3."

Vote on the motion: unanimous approval.

Motion passes.

On behalf of X3L3, Mr. Nier thanked the JTC 1 TAG for this decision.

6. ANSI Related Business

6.1 Report of ITCC meeting, February 14, 1995

Mr. Oksala reported that ITCC reviewed the financial results to date, and noted that although income was considerably less than forecast, expenses were also substantially less due to extraordinary efforts of ANSI IT staff. ITCC also has reasonable confidence in the financial stability of the program in 1996, but there are more unanswered questions about 1997. These questions include the rate of growth of participation and the continuance of ANSI's contribution to the IT program. These questions and others will be addressed in the months ahead.

6.2 Report of IISP meeting, March 23-24, 1995

Mr. Zajaczkowski, the JTC 1 TAG representative on IISP, reviewed the structure of the ANSI Information Infrastructure Standards Panel (IISP) and the activities of the working groups. The minutes of WG5 (JT/95-0181) on the global impacts of NII/GII were forwarded as a U.S. contribution to the Plenary (item 10.3).

Efforts are underway in the Steering Committee to build momentum in the cross-industry working group involving participants from the computer, cable, telecommunications and software industries.

Mr. Zajaczkowski also noted implementation of a "discussion reflector" of IISP. The JTC 1 TAG Administrator will distribute information on subscribing to the discussion reflector to the JTC 1 TAG.

REF: JT/95-0181

6.3 Report of Administrator's Information Forum (AIF) Meeting, April 18, 1995

Mr. Gibson reported briefly on the issues discussed at the April meeting of the AIF (JT/95-0183). He and Mr. Emard attend these meetings, and although the timing is not conducive to consensus positions, input from the JTC 1 TAG members is welcome.

REF: JT/95-0183 (NE)

6.4 ISSB Request to JTC 1 TAG for the Formation of a U.S. National Body Contribution on the Establishment of a JTC 1 Subcommittee on Automatic Data Capture (ADC) (ISSB LB 1729 Closed April 10, 1995)

Mr. Gibson reviewed with the JTC 1 TAG the background of this agenda item, noting that Mr. Harmon had first introduced the subject at the February 1994 meeting. Subsequently, the issue was addressed by ANSI ISSB, and ISSB agreed (JT/95-0199) to seek establishment of a JTC 1 Subcommittee on Automatic Data Capture (ADC) (JT/95-0200). ISSB requested the JTC 1 TAG to address this at the earliest possible opportunity.

In consultation with the principals, Mr. Emard prepared a draft U.S. contribution (JT/95-0180) to accomplish this. An ad hoc group met the evening of May 18 to review and refine the contribution, and it was further amended during discussion.

The contribution (Attachment 3) indicates the U.S. is prepared to offer (subject to completion of the required process) to hold the Secretariat, should the new Subcommittee be approved. Noting the expense associated with this (see 6.1 above), members discussed this aspect. Mr. Emard noted that offers have already been received from entities willing to provide the international Secretariat and the TAG Administrator functions. There is an ANSI process to approve the offers, and the expectation is that this activity will be cost-neutral to ANSI, ITI, and the JTC 1 TAG members.

After further discussion, the JTC 1 TAG unanimously approved the following motion:

Neville/Harmon

"The JTC 1 TAG approves the U.S. contribution proposing establishment of a new JTC 1 Subcommittee on Automatic Data Capture, noting a volunteer has been identified to accept the Secretariat."

The JTC 1 TAG Administrator will forward the contribution to ANSI, and notify ISSB of the status of its request prior to the September 1995 meeting of ISSB.

REF: JT/95-0180 (CE), 0199 (CE), 0200 (CE)

6.5 Discussion of IEC TC 100 on Multimedia

At the request of Mr. Deese, the JTC 1 TAG discussed the establishment in IEC of TC 100 (Audio, Video, Multimedia Systems and Equipment), a merger of the existing SC12A (Radio Equipment), TC60 (Recording), and TC84 (Audio & Video Equipment, and Systems).

Concern was expressed that the shift in IEC from the analog to digital domain may result in a scope for the new TC that overlaps the digital multimedia standardization activities of existing JTC 1 SCs. Some members noted concern with the proliferation of entities that are labeled "multimedia standardization." Others observed that the merger of three existing groups into a new TC integrates their work as the industries themselves come together in the evolution of technologies.

The JTC 1 TAG concluded that the appropriate channel for addressing this concern was close cooperation with EIA on the development of the scope for TC 100. The JTC 1 TAG Administrator will request EIA to involve the JTC 1 TAG in the development and approval of the TC 100 scope.

7. U.S. Processing of NP and DIS Ballots

Document JT/95-0158 is a report of the U.S. processing of NP and DIS ballots for the period January 13, 1995, to April 21, 1995. The report is provided at the request of the JTC 1 TAG to serve as a management tool in the review of JTC 1 TAG accelerated letter ballots.

REF: JT/95-0158 (PE)

7.1 ACTION REQUIRED: U.S. National Body Approval of JTC 1 Recommendations on Periodic Review of Fifty-Eight Standards

As noted in JT/95-0103, the JTC 1 TAG Administrator received a list of 78 ISO standards due for periodic review. The JTC 1 recommendation was provided for 58 of the standards, and the corresponding U.S. TAGs were contacted to verify that the U.S. recommendation was in agreement with the JTC 1 recommendation. JTC 1 TAG members who had comments or questions, or those requesting that an individual standard be voted on separately, were urged to contact the JTC 1 TAG Administrator.

The JTC 1 TAG was asked to approve the JTC 1 recommendations in JT/95-0155. A correction was distributed in JT/95-0155, noting that the JTC 1 recommendation regarding ISO 7901 was to withdraw, rather than confirm. The JTC 1 TAG addressed the following motion:

Converse/Zajackowski

"The U.S. approves the JTC 1 recommendations related to the Periodic Review for the International Standards as listed in JT/95-0155 and JT/95-0155R."

Vote on the motion: X3 abstains, all others approve.

Motion passes.

A motion to reconsider (Baronas/Robinson) was approved unanimously. Ms. Baronas noted the SC 28 TAG indicated to her a concern with the origin of the JTC 1 recommendation to revise ISO 5138-2. A motion to divide the motion (separating from ISO 5138-2 from the others) was approved (Zemrowski/Converse) by unanimous consent.

The vote on the first part of the motion was unanimously approved on May 17, 1995.

The JTC 1 TAG Administrator researched the question and determined that SC 28 recommended revision of ISO 5138-2, and the U.S. TAG participated in the review. The vote on the second part of the motion was unanimously approved on May 19, 1995.

The JTC 1 TAG Administrator will forward the U.S. votes to ANSI.

REF: JT/95-0103 (CE), 0155 (CE),)155R (CE)

7.2 ACTION REQUIRED: Periodic Review of Standards with SC TAG Recommendations

As noted in JT/95-0103, the JTC 1 TAG Administrator received a list of 78 ISO standards due for periodic review. No JTC 1 recommendation was provided for 16 of the standards, and the corresponding U.S. TAGs were contacted to develop recommendations. JTC 1 TAG members who had comments or questions, or those requesting that an individual standard be voted on separately, were urged to contact the JTC 1 TAG Administrator. The SC TAGs responded.

The JTC 1 TAG was asked to approve the SC TAG recommendations in JT/95-0185R. The JTC 1 TAG unanimously approved the following motion:

Baronas/Michael

"The U.S. approves the U.S. TAG recommendations on the Periodic Review for the International Standards as listed in JT/95-0185R."

The JTC 1 TAG Administrator will forward the U.S. votes to ANSI.

The JTC 1 TAG noted receipt of the letter from Mr. Pritchard (JT/95-0223), expressing some concerns about the U.S. processing of the periodic reviews, and offering some suggestions for improving it. The JTC 1 TAG Administrator responded to him (JT/95-0224) and will work to implement many of his suggestions prior to the 1996 cycle.

REF: JT/95-0103 (CE), 0185 (CE), 0185R (CE), 0223 (NE), 0224 (CE)

8. Other Business

8.1 U.S. TAG Assignment for SC 30

Previously, in recognition that the U.S. stakeholders for SC 30 activity are in the X12 community (administered by DISA), the JTC 1 TAG agreed that the best alternative would be for DISA to serve as the TAG Administrator for SC 30. At the February meeting, Mr. Emard reported that Ms. Girouard had called him to report that DISA had agreed to accept the assignment of TAG Administrator of SC 30. The JTC 1 TAG agreed to take formal action to recommend to ANSI the assignment of the SC 30 TAG Administrator to DISA upon receipt of the letter from DISA requesting that assignment.

DISA formally requested the TAG Administrator responsibilities for the U.S. TAG to SC 30 (JT/95-0143). Ms. Zidek discussed with the JTC 1 TAG the activities underway to establish the SC 30 TAG, approve operating procedures, identify a

Chairman, and she reported that papers have been filed with ANSI to obtain accreditation. The first meeting of the new TAG will be in June 1995.

After further discussion, the JTC 1 TAG unanimously approved the following motion:

Kelly/Converse

"The JTC 1 TAG recommends to ANSI acceptance of the DISA offer to serve as TAG Administrator for the U.S. TAG to ISO/IEC JTC 1 SC 30, Open-edi."

The JTC 1 TAG Administrator will forward this recommendation to ANSI.

8.2 U.S. Membership on SC 15

As noted in JT/95-0186, the U.S. TAG to ISO/IEC JTC 1 SC 15, Volume and File Structure, is currently assigned to ASC X3, Information Technology (X3 subgroups X3B5 and X3B11). X3 has forwarded a recommendation to the JTC 1 TAG to change the U.S. membership on SC15 from "P" to "O". The Memorandum of Agreement requires JTC 1 TAG action on this change.

Concerned SC, WG and project TAG Administrators were advised of this recommendation, and an announcement had been placed in ANSI's "Standards Action." NISO has had a long-standing interest in ISO 9660:1988, Information Processing - Volume and File Structure of CD-ROM for Information Interchange, and Ms. Harris attended this meeting to discuss the issue.

The JTC1 TAG also noted in review of the documents for the JTC 1 Plenary that ECMA has submitted a proposal (JTC 1 N 3497) to disband SC 15 and provided a recommendation for maintenance of the standards assigned to SC 15.

Mr. Neumann explained the reasons for X3's proposal to change to "O" membership, noting that X3B5 and X3B11 believe the important work has been completed, the U.S. does not support the reference model that is under development, and that the revision of ISO 9660 is codification of widespread industry practice. He and others expressed support for the ECMA proposal.

The JTC 1 TAG noted that JTC 1 has an obligation to maintain its standards, either in an SC or NB, and identified no objections to the ECMA proposal. After further discussion, the JTC 1 TAG unanimously approved the following motion:

Oksala/Neumann

"The U.S. supports the ECMA proposal to disband SC 15" and if that position does not prevail, the U.S. will immediately change its membership from "P" to "O."

This will be noted in the delegates' instructions (items 10.7 and 11.1.8 on the JTC 1 Plenary agenda).

REF: JT/95-0186 (CE), JTC 1 N 3497 (NE)

8.3 Training of U.S. Participants in JTC 1

At the February meeting, Mr. Gibson discussed his concerns with the JTC 1 TAG, and expressed his view of the need for a training program for all US JTC 1 delegations (particularly the HODs) to make them more effective. The training program could cover the JTC 1 Directives as well as the practical pointers on how to use the Directives to accomplish goals. The training delivery could be done by each TAG Administrator. He emphasized that the JTC 1 TAG community needs to know what training is available and what should be available if it is not, and the JTC 1 TAG needs to determine how to get the right people trained. A "JTC 1 Toolkit" should also include training in ISPs, PAS and RS, as the recent additions to the process have resulted in a structure far more complex than it was just a short time ago.

ANSI is also addressing these needs, and Ms. St. John has compiled an inventory of TAG training programs. ANSI anticipates it will offer training to U.S. officers in the July/August time frame.

At this meeting, Mr. Gibson re-iterated that a training module is needed on the JTC 1 Directives and that further expansion of his previous letter on "how to" meet the requirements of national processing of international documents can be successfully accomplished.

While there was support for the concept of training, concern was expressed that whatever is developed on the JTC 1 Directives should be shared among NBs to ensure a uniform understanding of the procedures. A concern over the limited resources to develop training was noted. The JTC 1 TAG requested JTPG to prepare an outline for the JTC 1 TAG to address at its meeting in October.

This item will be carried over.

REF: JT/95-0178 (NE)

8.4 Liaison with TAG for TC 176

Mr. Gibson has been trying to establish coordination within the U.S. between the U.S. TAGs for ISO TC 176 and JTC 1/SC 7, and between the ISO TC 176 TAG and the JTC 1 TAG. Prior to the February meeting, he had spoken to Mr. Marquardt (TC 176 TAG Chairman) but he and Mr. Tripp (SC 7 TAG Chairman) had left messages for each other and were unable to make contact. He reported that Mr. Marquardt agreed with the JTC 1 TAG's proposal contained in the June 1994 letter to him from Mr. Gibson (JT/94-0438). This proposal suggested a joint JTC 1 TAG/TC 176 TAG group to resolve issues, as well as TAG-to-TAG liaisons.

At this meeting, Mr. Gibson reported no progress and inquired if others had information. Mr. Zemrowski had exchanged e-mail with Mr. Tripp and noted the situation seems to be improving. [Mr. Tripp's comments are included in the delegates' instructions as background information.]

This item will be carried over, pending implementation of the proposal by Messrs. Gibson, Marquardt and Tripp.

REF: JT/94-0438 (NE)

8.5 Attendance of Non-Accredited Delegates at International Meetings

The JTC 1 TAG discussed the issue of non-accredited U.S. persons attending international meetings. Mr. Nier, Chair of the SC 29 TAG (X3L3), requested this agenda item, distributed to the JTC 1 TAG samples of his letters to the organizations involved in this situation, and presented to the JTC 1 TAG some background information, including statistics on the number of accredited delegates and the number that typically attend without accreditation. The situation is not permitted under national or international procedures, and the strength of the U.S. positions is undermined by the deviant positions expressed by those not authorized to attend.

The JTC 1 TAG agreed that this is a serious problem. During discussion, members observed that conveners are obliged to restrict attendance to accredited delegates, and Mr. Nier explained that the conveners are willing to do so, but the sheer numbers of U.S. delegates (typically between 130 and 160) make it difficult to ascertain which delegates are in attendance. Identification of those who are not entitled to attend the Plenary session or the smaller concurrent meetings is very difficult. In addition, Mr. Nier pointed out that there does not seem to be anything in the procedures (either punitive measures or preventive actions) that can correct the problem.

Members offered various remedial options, including suggesting that the U.S. delegates wear name badges that identify them as official delegates. This would assist the conveners as well as the HoD.

Mr. Nier reported the letters he had sent in an attempt to rectify the situation had generated intense responses. [One response indicated that the letter to Mr. Matthew Goldman had been sent in error, and Mr. Nier had retracted it and apologized to the individuals involved.]

The JTC 1 TAG supported Mr. Nier's attempts to resolve the situation.

The JTC 1 TAG agreed to send a letter to ANSI requesting assistance in the resolution of the issue, noting that ANSI procedures require TAGs to be open to all interested U.S. persons.

REF: JT/95-0149 (CE), 0149ADD (NE)

8.6 Actions of a U.S. Convener

This item was addressed in executive session. As a result of the discussion, Mr. Deese was requested to prepare a letter for the Chairman to review prior to distribution and there will be a follow-up with the subsidiary TAG regarding the U.S. delegate.

REF: JT/95-0090 (CE), 0106 (CE)

8.7 Announcements

8.7.1 Announcement of the New SC 22 Secretariat

The JTC 1 TAG noted receipt of the announcement of the new U.S. Secretariat for SC 22, Mr. William C. Rinehuls.

REF: JT/95-0082 (CE)

8.7.2 Cancellation of the Appeal of JTLB 560

The JTC 1 TAG noted receipt of the formal withdrawal of the appeal filed by Sun Microsystems on JTLB 560.

REF: JT/95-0147 (CE)

8.8 Use of PAS Process for CALS

This subject was addressed at the request of Mr. Smith, DoD alternate representative. Mr. Smith's presentation focused on informing the JTC 1 TAG of new government-industry initiatives for IT standardization, including the option of pursuing international approval of the CALS specifications through the PAS process (with DoD's DISA as the PAS submitter) or through the ISP process.

During the wide-ranging discussion, members commented on the PAS process, the role of workshops such as OIW, the general mechanics of consensus and the NB process, and the future role of category "S" liaisons.

Mr. Gibson observed that this is another instance of the need for PAS mentoring in the U.S., and that an underlying urgency on the part of interested organizations is apparent. Noting that members of the JTC 1 TAG such as DoD are seeking guidance and mentoring, the JTC 1 TAG agreed to expand the charter of the ad hoc group established in February to include PAS mentoring as well as development of educational materials on the PAS process.

Mr. Smith's presentation will be distributed in the package of presentations supplementing the minutes of this meeting.

REF: JT/95-0250 (NE)

B. ISO/IEC JTC 1 Plenary Agenda, June 13-16, 1995

Section B of the agenda for this meeting mirrored the most recent agenda for the JTC 1 Plenary June 13-16, 1995 (JTC 1 N 3483). The committee reviewed each agenda item and the documents posted to the item to determine whether a U.S. position was necessary. The U.S. positions were documented in U.S. Delegates' Instructions. Any JTC 1 TAG member may request a copy of the instructions through the JTC 1 TAG Administrator's office.

C. Action Items

1. Future Meetings

The next scheduled meeting of the JTC 1 TAG is October 18-20, 1995, in the Washington, DC area. As soon as the starting time is determined by the Chair, JTC 1 TAG Administrator will inform the JTC 1 TAG.

There will be a mandatory meeting of the U.S. delegation on June 2, 1995.

There is a JTC 1 TAG meeting scheduled for October 18-20, 1995 in the Washington DC area.

2. Review of Action Items

1) The JTC 1 TAG Administrator will work with Mr. Gibson on the clarification of U.S. TAG assignments. (Carryover, Item 5.4, June 1994 minutes)
(CARRYOVER)

2) The JTC 1 TAG Administrator will obtain the training inventory list compiled by Ms. St. John and determine if it completely covers the needs identified by the JTC 1 TAG. (Item 10. 3, February 1995 minutes) (CARRYOVER)

3) Compaq, DoE, and 3M. The JTC 1 TAG Administrator will write to Compaq, DoE, and 3M notifying each that the organization's membership is in jeopardy for failure to attend meetings. (Item 3, May 1995 minutes)

4) JTPG will develop text for the TD-1 implementing this process. (Item 3.1.1, May 1995 minutes)

5) The U.S. delegates to the JTC 1 Plenary will brief Mr. Robichaux on any SGFS-related developments that occur at the JTC 1 Plenary. (Item 3.3, May 1995 minutes)

6) The JTC 1 TAG Administrator to send to the members of the CT22 TAG, the JTC 1 TAG, and the TAGs to SC 22 working groups notice that the meeting is underfunded and the customary social event will be foregone without additional donations. (Item 5.1, May 1995 Minutes)

7) JTPG was directed to draft text implementing that policy. (Item 5.2, May 1995 7minutes)

8) The JTC 1 TAG Administrator will distribute information on subscribing to the discussion reflector to the JTC 1 TAG. (Item 6.2, May 1995 minutes)

9) The JTC 1 TAG Administrator will forward the contribution to ANSI, and notify ISSB of the status of its request prior to the September 1995 meeting of ISSB. (Item 6.4, May 1995 minutes)

10) The JTC 1 TAG Administrator will request EIA to involve the JTC 1 TAG in the development and approval of the TC 100 scope. (Item 6.5, May 1995 minutes)

11) The JTC 1 TAG Administrator will forward this recommendation to ANSI. (Item 8.1, May 1995 Minutes)

12) The JTC 1 TAG requested JTPG to prepare an outline regarding training for the JTC 1 TAG to address at its meeting in October. (Item 8.3, May 1995 minutes)

13) The JTC 1 TAG agreed to send a letter to ANSI requesting assistance in the resolution of the issue, noting that ANSI procedures require TAGs to be open to all interested U.S. persons. (Item 8.5, May 1995)

14) Mr. Deese was requested to prepare a letter for the Chairman to review prior to distribution and there will be a follow-up with the subsidiary TAG regarding the U.S. delegate. (Item 8.6, May 1995)

13. Adjournment

The meeting was adjourned by unanimous consent at 1:00 p.m. on Friday, May 19, 1995.

Attachment 1: Attendance List for the JTC 1 TAG Meeting, May 17-19, 1995

Name	Organization Represented	Committee Status*
Steve Halliday	AIM, USA (5/19)	P
Edward Kelly	AMP, Inc.	P
David Michael	Apple Computer, Inc.	P
C. Joe Pasquariello	ASC T1 & DoD	P, P
Richard Gibson Chairman	AT&T	JTC1 TAG
Tom Frost	AT&T	P
Robert Kramer	AT&T	A
Patrick Harris	Bull HN	P
Scott Jameson	Digital Equipment Corporation	A- Vice Chair
Richard Hovey	Digital Equipment Corporation	P
Billie Zidek	DISA (5/18 only)	A
Jerry Smith	DoD	A
Jim Converse	Eastman Kodak Company, ASC X3	P, P
Michael Nier	Eastman Kodak Company, Chair X3L2 (US TAG to SC29) (5/18 only)	A X
Keith Thurston	GSA	P
Don Loughry	Hewlett-Packard	A
Karen Higginbottom	Hewlett-Packard	P
John Neumann	Hitachi America	P
Harold Zebrack	Hughes Aircraft	P
Paul Ellinghaus	IBM Corporation	P
Kenneth Zemrowski	ICCP	P
John Parisi	IEEE	A
Dennis Bodson	NCS	P
Carlton Neville	Neville & Assoc.	P
Michael Hogan	NIST (5/18-19 only)	P
Robert Rountree	NIST (5/17 only)	A
Craig Harmon	QED Systems (5/19)	O
W. Mike Deese	Sony Corporation	P
Joseph Zajackowski	StorageTek	P
Gary Robinson	Sun Microsystems Inc.	P
Don Deutsch	Sybase, Inc. (5/17-18)	P
Clyde Camp	Texas Instruments, Inc.	P
Fritz Whittington	Texas Instruments, Inc.	A
John Hill	Unisys Corporation	A
Stephen Oksala	Unisys Corporation	P
John L. Wheeler	Wintergreen Info. Systems	P
Jean Baronas	Xerox	A

Other Attendees		
Lisa Rajchel	ANSI, JTC 1 Secretariat	XO
Clyde Robichaux	AT&T/JTFS	O
Jean-Paul Emard	JTC1 TAG Administrator	XO
Kathleen McMillan Secretary	JTC1 TAG Administrator	Acting
Jennifer Garner	JTC1 TAG Administrator	O
Pat Harris	NISO	L
Steve Brown	UCC	O

Absent: AIIM, ANS, Compaq, DoE, EIA, Northern Telecom, SHARE, and 3M.

*P=Principal, A=Alternate, O=Observer, L=Liaison, X=Ex Officio

JTC 1 TAG, U.S. Technical Advisory Group to ANSI,
National Body Member of ISO/IEC JTC 1, Information Technology

JTC1 TAG Administrator, Information Technology Industry Council (ITI)
1250 Eye St. NW, Suite 200, Washington, DC 20005
Telephone 202-737-8888; Fax 202-638-4922; Email: jtc1tag@itic.nw.dc.us

Date: May 25, 1995

Project:

Ref. Doc:

Reply to: Kate McMillan

Phone: 202-626-5742 email: kcmillan@itic.nw.dc.us

Final Agenda
JTC 1 Technical Advisory Group (JTC 1 TAG)
Meeting Number 24

Hyatt Fair Lakes
12777 Fair Lakes Circle
Fairfax, VA 22033

May 17-19,1995

A. JTC 1 TAG Business

1. Administrative

1.1 Call to Order

1.2 Membership and Attendance

REF: JT/95-0070 (CE), 0104 (CE), 0124 (CE), 0148 (CE), 0159 ADD (CE),
0168 (CE), 0202 (CE)

1.3 Approval of Draft Agenda, May 17-19, 1995

REF: JT/95-0160

1.4 Approval of Draft Minutes of the Previous Meeting

1.4.1 Review of Action Items

REF: JT/95-0130 (CE)

1.5 JTC 1 TAG Administrator's Report

REF: JT/95-0161 (CE)

- 1.6 Update on the Automation Implementation
2. Chairman's Remarks
3. JTC 1 TAG Subgroup Reports
 - 3.1 JTC 1 TAG Procedures Group -- JTPG
REF: JT/95-0225 (NE)
 - 3.1.1 Approval of the Process for Establishing U.S. Positions on JTC 1 PAS Actions
REF: JT/95-0225 (NE)
 - 3.2 JTC 1 TAG Registration Authority Group -- JRAG
 - 3.3 JTC 1 TAG Functional Standards Group -- JTFS
REF: JT/95-0227 (NE)
 - 3.4 JTC 1 TAG Conformity Assessment Group -- JTCA
REF: JT/95-0146R (CE)
4. Personnel
 - 4.1 Reappointment of the JTC 1 Chairman
REF: JTLB 1059
5. Hosting of JTC 1 SC Plenaries
 - 5.1 SC 22 Plenary, September 1995
 - 5.2 SC 29 Plenary, September 1995
6. ANSI Related Business
 - 6.1 Report of ITCC meeting, February 14, 1995
 - 6.2 Report of IISP meeting, March 23-24, 1995
REF: JT/95-0181
 - 6.3 Report of Administrator's Information Forum (AIF) Meeting, April 18, 1995
REF: JT/95-0183 (NE)
 - 6.4 ISSB Request to JTC 1 TAG for the Formation of a U.S. National Body
Contribution on the Establishment of a JTC 1 Subcommittee on Automatic Data
Capture (ADC) (ISSB LB 1729 Closed April 10, 1995)
REF: JT/95-0180 (CE), 0199 (CE), 0200 (CE)
 - 6.5 Discussion of IEC TC 100 on Multimedia
7. U.S. Processing of NP and DIS Ballots
REF: JT/95-0158 (PE)
 - 7.1 ACTION REQUIRED: U.S. National Body Approval of JTC 1 Recommendations

on Periodic Review of Fifty-Eight Standards
REF: JT/95-0103 (CE), 0155 (CE), 0155R (CE)

- 7.2 ACTION REQUIRED: Periodic Review of Standards with SC TAG Recommendations
REF: JT/95-0103 (CE), 0185 (CE), 0185R (CE), 0223 (NE), 0224 (CE)
- 8. Other Business
 - 8.1 U.S. TAG Assignment for SC 30
 - 8.2 U.S. Membership on SC 15
REF: JT/95-0186 (CE), JTC 1 N 3497 (NE)
 - 8.3 Training of U.S. Participants in JTC 1
REF: JT/95-0178 (NE)
 - 8.4 Liaison with TAG for TC 176
REF: JT/94-0438 (NE)
 - 8.5 Attendance of Non-Accredited Delegates at International Meetings
REF: JT/95-0149 (CE), 0149ADD (NE)
 - 8.6 Actions of a U.S. Convener
REF: JT/95-0090 (CE), 0106 (CE)
 - 8.7 Announcements
 - 8.7.1 Announcement of the New SC 22 Secretariat
REF: JT/95-0082 (CE)
 - 8.7.2 Cancellation of the Appeal of JTLB 560
REF: JT/95-0147 (CE)
 - 8.8 Use of PAS Process for CALS
REF: JT/95-0250 (NE)

B. ISO/IEC JTC 1 Plenary Agenda, June 13-16, 1995

ISO/IEC JTC 1 N 3483
DRAFT AGENDA
ISO/IEC JTC 1 Plenary Meeting

[*Document not yet available]

DATES: 13-16 June 1995

LOCATION OF MEETING: Electrum Conference Centre
Room Electrum-salen

Kistagangen 16/Isafjordsgatan 22
KISTA
Sweden

MAIL ADDRESS:

SIS-ITS
Electrum 235
S-164 40 KISTA
Sweden

Tel: +46 8 793 90 00
Fax: +46 8 751 53 63

MEETING HOURS:

The usual meeting hours will be as follows:

From: 8:30 h to 12:00 h
From: 13:30 h to 17:30 h

MEETING SCHEDULE:
guideline for

The following schedule will serve as a
conduct of the JTC 1 Plenary Meeting:

13 June	a.m.	JTC 1 Plenary - full session
13 June	p.m.	JTC 1 Plenary - full session
14 June	a.m.	Ad hoc group meetings
14 June	p.m.	Ad hoc group meetings
15 June	a.m.	JTC 1 Plenary - full session
15 June	p.m.	JTC 1 Plenary - full session
16 June	a.m.	JTC 1 Plenary - full session

Note: Monday, 12 June 1995 has been reserved for a Discussion Forum between the JTC 1 Chairman and Secretariat, the Chairmen of JTC 1 Subcommittees, the SGFS Chairman and the SWG-CA Convener. National Body Heads of Delegation are invited to attend should they so desire.

1. Opening of the Meeting
8:30 h
Mrs. M.A. Lawler
2. Roll Call of Participants
3. Remarks by Chairman
Mrs. M.A. Lawler
- 3.1 Appointment of Drafting Committee
4. Adoption of Agenda

- DOCUMENT: JTC 1 N 3483
5. Report of the Secretariat
Mrs. L. Rajchel
DOCUMENT: JTC 1 N *
 - 5.1 Results of Letter Ballot on Supplement 1 to JTC 1 Directives
Third Edition on Transposition of PAS into International
Standards
DOCUMENTS: JTC 1 N 3339, N 3453
 - 5.2 Results of Letter Ballot on Supplement 2 to JTC 1 Directives
Third Edition on "Guidelines for JTC 1 API Standardization"
DOCUMENTS: JTC 1 N 3340, N 3452
 - 5.3 Status of Draft Changes to the JTC 1 Directives Third Edition
for Simultaneous NP and CD Ballot Procedure
DOCUMENTS: JTC 1 N 3351
 - 5.4 Status of Draft Changes to the JTC 1 Directives Third Edition
for Modification to the DIS Balloting Procedures
DOCUMENTS: JTC 1 N 3349
 - 5.4.1 ITTF Comments on Document JTC 1 N 3349
DOCUMENT: JTC 1 N 3427
 - 5.4.2 Revisions to ITU and ISO/IEC JTC 1 Collaborative Guide as a
Result of Changes to DIS Balloting Procedure
Mr. H. Bertine
DOCUMENT: JTC 1 n 3460
 - 5.5 Assignment of Maintenance Responsibility for JTC 1 Standards
DOCUMENTS: JTC 1 N 3330
 - 5.6 Appointment/Reappointment of JTC 1 Officers
 - 5.6.1 JTC 1 Chairman
DOCUMENT: JTC 1 N*
 - 5.6.2 JTC 1 PAS Mentor
DOCUMENTS: JTC 1 N 3304
 - 5.6.3 JTC 1/ITU-T Liaison Coordinator
DOCUMENT: JTC 1 N 3422
 - 5.6.4 SC 11 Chairman
DOCUMENT: JTC 1 N 3428
 6. Reports of Working Groups/Special Working Groups
 - 6.1 WG on Reference Specifications
Mr. W. Brodbeck

- 6.1.1 Report/Resolutions of Paris Meeting, 22-24 Feb. 1995
DOCUMENT: JTC 1 N 3417
- 6.1.2 The Normative Referencing of Specifications other than International Standards - A Management Guide
DOCUMENT: JTC 1 N 3418
- 6.2 SWG on Registration Authorities
Mr. G. Robinson
 - 6.2.1 Convener's Report
DOCUMENT: JTC 1 N *
 - 6.2.2 Status of National Points of Contact for SWG-RA
DOCUMENT: JTC 1 N *
 - 6.2.3 Status of Catalogue of JTC 1 Standards Requiring Registration Authorities
DOCUMENT: JTC 1 N *
- 6.3 SWG on Conformity Assessment
Mr. P. Ellinghaus
 - 6.3.1 Report/Resolutions of SWG-CA Kista Meeting, 7-9 June 1995
DOCUMENTS: JTC 1 N *
 - 6.3.2 Status of SWG-CA Study on Interoperability
DOCUMENT: JTC 1 N 3325
- 6.4 WG on Strategy for Implementation of IT
Mrs. L. Rajchel/Mr. F. Coallier
 - 6.4.1 JTC 1's Electronic Document Distribution Formatting Guidelines
DOCUMENTS: JTC 1 N 3413
- 7. Reports of Special Rapporteurs
 - 7.1 Strategic Planning Rapporteur Group
Mr. J. Bogod
 - 7.1.1 Report of SPRG Dublin Meeting, 10-11 April 1995
DOCUMENT: JTC 1 N *
- 8. Detailed Subcommittee Presentations
Mrs. M.A. Lawler

- 8.1 Special Group on Functional Standardization - SGFS
Mr. W. Wakker
DOCUMENT: JTC 1 N *
 - 8.2 Subcommittee 17 - Identification Cards & Related Devices
Mr. H. Stokes
DOCUMENT: JTC 1 N *
 - 8.3 Subcommittee 27 - IT Security Techniques
Mr. K. Vedder
DOCUMENT: JTC 1 N *
9. Review of Terms of Reference and Overview of Contributions related to Ad Hoc Group Discussions

Ad Hoc Groups on the following topics, and others as identified by National Bodies, will be convened to discuss relevant issues and to make appropriate recommendations to the Plenary.
DOCUMENT: JTC 1 N *

- JTC 1 Working Group on Reference Specifications (WG-RS)
DOCUMENTS TO BE CONSIDERED: JTC 1 N 3418
- Ad Hoc Group A - ISO/IEC/ITU International Seminar on Standardization Aspects of Global Information Infrastructures (GII)
DOCUMENTS TO BE CONSIDERED:
JTC 1 N 3443, N 3458, N 3461, N 3470
N 3477, N 3478
- Ad Hoc Group B - JTC 1 Business Analysis
DOCUMENTS TO BE CONSIDERED: JTC 1 N 3469
- Ad Hoc Group C - JTC 1 Information Source
DOCUMENTS TO BE CONSIDERED: JTC 1 N

Formation and Meetings of Ad Hoc Groups:
(Beginning 8:30 h - Wednesday, 14 June)
(Full-Plenary session will re-convene on Thursday, 15 June)

- 10. National Body/Liaison Organization /Subcommittee Contributions for Discussion/Action

It should be noted that some of these topics may be the subject of the Ad Hoc Group discussions to be held Wednesday, 14 June 1995. If time permits, a brief introduction of the related NB contributions will occur on Tuesday, 13 June, to

enable National Bodies to prepare for the discussions on Wednesday.

- 10.1 National Body Electronic Publication/Document Distribution Plans
(Resolution 34 - Geneva)
DOCUMENTS: JTC 1 N 3396

- 10.2 National Body Studies Regarding Standardization in the Field of EDI
and Open-edi - (Resolution 38- Geneva)
DOCUMENTS: JTC 1 N 3362, N 3454 (Austria), N 3465
(Australia),
N 3467 (Germany), N 3471 (Japan), N 3473 (Sweden), N 3476 (Canada),
N 3479 (France)

 - 10.2.1 French National Body Comments on EDIFACT Syntax
DOCUMENT: JTC 1 N 3475

- 10.3 National Body Activities Addressing Information Infrastructure Issues

(Resolution 43 (3) - Geneva)
DOCUMENTS:
JTC 1 N 3343, N 3458 (Canada), N 3461 (USA), N 3470 (Japan),
N 3477 (UK), N 3478 (France)

- 10.4 High Cost of IT Standards - (Resolution 52 - Geneva)
DOCUMENTS:
JTC 1 N 3086, N 3347, N 3455 (Slovenia), N 3459 (Canada)

- 10.5 National Body Comments on JTC 1 Business Analysis and Business
Planning
DOCUMENTS: JTC 1 N 3469 (Ireland)

- 10.6 Japanese National Body Contribution on the Revision of the NP Ballot
DOCUMENT: JTC 1 N 3472

- 11. JTC 1 Sub-Group Reports and Related Issues
 - 11.1 Presentation of Management Reports
 - 11.1.1 Special Group on Functional Standardization (SGFS)
Mr. W. Wakker
DOCUMENT: JTC 1 N *
 - 11.1.2 Subcommittee 1 - Vocabulary
Mrs. E. Blanchon DOCUMENTS: JTC 1 N *
 - 11.1.3 Subcommittee 2 - Coded Character Sets
Mr. S. Lindberg
DOCUMENT: JTC 1 N *
 - 11.1.4 Subcommittee 6 - Telecommunications and Information
Exchange between Systems

- Mr. J. L. Wheeler
DOCUMENT: JTC 1 N*
- 11.1.5 Subcommittee 7 - Software Engineering
Mr. J. Cote
DOCUMENT: JTC 1 N*
- 11.1.6 Subcommittee 11 - Flexible Magnetic Media for Digital Data Interchange
Mr. R. Steinbrenner

DOCUMENT: JTC 1 N *
- 11.1.7 Subcommittee 14 - Data Element Principles
VACANT
DOCUMENT: JTC 1 N*
- 11.1.8 Subcommittee 15 - Volume and File Structure
Mr. H. Sando
DOCUMENT: JTC 1 N*
- 11.1.9 Subcommittee 17 - Identification Cards and Related Devices
Mr. H. Stokes
DOCUMENT: JTC 1 N *
- 11.1.10 Subcommittee 18 - Document Processing and Related Communication
Mr. T. Frost
DOCUMENT: JTC 1 N 3484
- 11.1.11 Subcommittee 21 - Open Systems Interconnection, Data Management and Open Distributed Processing
Mr. P.D. Bartoli
DOCUMENT: JTC 1 N *
- 11.1.12 Subcommittee 22 - Programming Languages, Their Environments and System Software Interfaces
Mr. R. Follett
DOCUMENTS: JTC 1 N 3486, N 3487 (A & B)
- 11.1.13 Subcommittee 23 - Optical Disk Cartridges for Information Interchange
Dr. Y. Mitsuhashi

DOCUMENT: JTC 1 N 3490
- 11.1.14 Subcommittee 24 - Computer Graphics and Image Processing
Mr. G. Carson
DOCUMENT: JTC 1 N 3474
- 11.1.15 Subcommittee 25 - Interconnection of Information Technology Equipment
Prof. D. Popovic
DOCUMENT: JTC 1 N *

- 11.1.16 Subcommittee 26 - Microprocessor Systems
Dr. R. Pritchard
DOCUMENT: JTC 1 N *
- 11.1.17 Subcommittee 27 - IT Security Techniques
Dr. K. Vedder
DOCUMENTS: JTC 1 N *
- 11.1.18 Subcommittee 28 - Office Equipment
Mr. L. Lauri
DOCUMENT: JTC 1 N *
- 11.1.19 Subcommittee 29 - Coding of Audio, Picture, Multimedia
and Hypermedia Information
Dr. H. Yasuda
DOCUMENTS: JTC 1 N 3491
- 11.1.20 Subcommittee 30 - Open-edi
Mrs. O. Lambert
DOCUMENT: JTC 1 N *
- 11.2 Report on Sub-Group Activities of Specific Interest
to JTC 1
 - 11.2.1 SC 6 - Status of SC 6 Standards Development Procedure
for Working with the Internet Society - (Resolution 10 -Geneva)
Mr. J.L. Wheeler
DOCUMENT: JTC 1 N 3329
 - 11.2.2 Status of Co-ordination of General Security Standards Between
ISO/TC 68 and ISO/IEC JTC 1/SC 27 - (Resolution 12 - Geneva)
Mrs. L. Rajchel
DOCUMENT: JTC 1 N*
 - 11.2.3 SC 11 & SC 23 - Planned Approach for Implementation
of Proposal for Timely Verification of Technical Data in Draft
Recording Media Standards - (Resolution 15 - Geneva)
Mr. R. Steinbrenner/Dr. Y. Mitsuhashi
DOCUMENTS: JTC 1 N 3111, N 3424, N 3444, N 3462
 - 11.2.4 SC 7 - Status of Liaison with ISO/TC 176 - (Resolution 25 - Geneva)
Mr. J. Cote
DOCUMENT: JTC 1 N*
 - 11.2.5 SC 7 - Status of Liaison with IEC/TC 56 - (Resolution 26 - Geneva)
Mr. J. Cote
DOCUMENT: JTC 1 N*
 - 11.2.6 Responsibility for Character Coding - (Resolution 31 - Geneva)
Mrs. M.A. Lawler
DOCUMENTS: JTC 1 N 3445, N 3456
 - 11.2.7 Status of Proposed Procedure for Harmonization of Terms and
Definition Used by IEC/TC 56 and JTC 1 - Resolution 37 - Geneva)

- Mrs. M.A. Lawler
DOCUMENTS: JTC 1 N 3361
- 11.2.8 SC 25 - Progression of DIS 11801, Generic Cabling for Customer Premises Cabling, to International Standard
Mrs. M.A. Lawler
DOCUMENTS: JTC 1 N 3378, N 3426, N 3442
12. Reports of the Ad Hoc Group Meetings
- 12.1 JTC 1 Working Group on Reference Specifications (WG-RS)
- 12.2 Ad Hoc Group A - ISO/IEC/ITU International Seminar on Standardization Aspects
of Global Information Infrastructures (GII)
- 12.3 Ad Hoc Group B - JTC 1 Business Analysis
- 12.4 Ad Hoc Group C - JTC 1 Information Source
13. Liaison Requests
- 13.1 Specific Category 'A' Liaison Requests
- 13.1.1 Request from SITA for Category A Liaison with SC 21
Mr. P. Bartoli
DOCUMENT: JTC 1 N 3464
- 13.2 Specific Category 'C' Liaison Requests
- 13.2.1 SC 29/WGs 11 and 12 and Digital Audio-Visual Council (DAVIC)
Dr. H. Yasuda
DOCUMENT: JTC 1 N 3493
14. Reports from ITTF
- 14.1 Status of Request for Release of Parts 2 & 3 of the Reference Model for ODP on the Internet World Wide Web
(Resolution 30 - Geneva)
ITTF Representative
DOCUMENT: JTC 1 N 3161, N 3431
- 14.2 Presentation of ITTF Document Distribution Plans
(Resolution 34 - Geneva)
ITTF Representative
DOCUMENT: JTC 1 N 3396
- 14.3 Status of Agreement Between ISO/IEC JTC 1 & ETSI
ITTF Representative
(Resolution 53 - Geneva)
- 14.3.1 Presentation by ETSI

Mr. K. Rosenbrock

15. Reports on Miscellaneous International Activities
 - 15.1 Report of ISO/IEC JTAG 2 on "Image Technology" Activities
Mr. T. Frost
DOCUMENTS: JTC 1 N 3402, N 3403, N 3404, N 3405
N 3406
 - 15.2 Report of ICT Workshop in November in Brussels
Mrs. M.A. Lawler
DOCUMENT: JTC 1 N *
16. Future Meeting Schedule
Mrs. L. Rajchel
DOCUMENT: JTC 1 N *
17. Approval of Resolutions
18. Closure of Meeting (Friday, 16 June 1995, afternoon)

JTC 1 Plenary Agenda Item

JTC 1 TAG Document Number

5.1 0179 (CE)	JT/95-0057 (CE), 0154REV (CE), 0162 (CE),
5.4.1	JT/95-0184 (CE)
5.6.1	JTLB 1059 (NE)
5.6.4	JTLB 938 (NE), JT/94-0666 (NE)
6.1.1	JT/95-0085 (CE)
6.3.2	JT/95-0145 (NE), 0146 (CE)
6.4.1	JT/95-0081 (CE)
7.1.1	JT/95-0152 (CE), 0163 (NE)
9. (WG-RS)	JT/95-0085 (CE)
10.1 (CE),	JT/94-0664 (NE), 0717 (NE), JT/95-0018 0055 (CE), 0081 (CE)
10.3	JT/95-0150 (CE), JT/95-0181 (CE)
11.2.1	JT/94-0549 (NE)
11.2.4	JT/94-0438 (NE)

11.2.7

JT/94-0408 (NE), 0560 (NE)

11.2.8

JT/95-0050 (CE), 0097 (PE), 0144 (CE)

C. Action Items

1. Future Meetings
2. Review of Action Items
13. Adjournment