

ISO/IEC JTC 1
Information Technology

ISO/IEC JTC 1 N 7477

DATE: 2004-07-07

REPLACES:

DOC TYPE:
Meeting Agenda

TITLE:
1st Draft Agenda for the 25-29 October 2004 JTC 1 Plenary Meeting in Berlin

SOURCE:
JTC 1 Chairman and Secretariat

STATUS:
This document is circulated to JTC 1 National Bodies, Liaison Organizations and Subcommittees for information and planning purposes. Please also make note of the following:

1. As the meeting will be held at the DIN offices, the dress code for the meeting is business attire.
2. Documents for posting to the agenda, particularly those raising new issues/agenda items or those for which a final agreement is desired, must be delivered to the Secretariat no later than **24 September 2004** for posting to the JTC 1 web site. Documents received at the Secretariat's office after 24 September 2004 will be returned to the submitter and will not be considered. The following exceptions are permitted:
 - Comments on posted documents provided they are received at the Secretariat's office in a form suitable for immediate posting, not later than **8 October 2004**.
 - A proposed document revision from a project editor, which incorporates comments received prior to the meeting and which is intended to be developed further at the meeting, provided they are received at the Secretariat's office in a form suitable for immediate posting, not later than **8 October 2004**.
3. Please submit the names of your delegates to the meeting as soon as possible but not later than **1 October 2004**.

ACTION ID: FYI

NO. OF PAGES: 9

Secretariat, ISO/IEC JTC 1, American National Standards Institute, 25 West 43rd Street, New York, NY 10036; Telephone: 1 212 642 4932; Facsimile: 1 212 840 2298; Email: lrajchel@ansi.org

DATE: 2004-07-07

JTC 1 N 7477

Draft AGENDA
ISO/IEC JTC 1 Plenary Meeting

DATES: 25-29 October 2004

Location of Meeting:
DIN Deutsches Institut für Normung e. V.
Burggrafenstrasse 6
10787 Berlin
Germany
Tel.: +49 30 2601-2465
Fax: +49 30 2601-1723
E-Mail: ingo.wende@din.de

Plenary will convene in room 909

MEETING HOURS: The meeting hours will be as follows:
25 October: 9:00 h to 12:00 h/13:30 to 17:30 h
26 October: 9:00 h to 12:00 h/13:30 to 17:30h
27 October: 9:00 h to 12:00 h/13:30 to 17:30h
28 October: 9:00 h to 12:00 h/13:30 to 17:30h
29 October: 9:00 h to 12:00 h

MEETING SCHEDULE: The following schedule will serve as a guideline for conduct of the JTC 1 Plenary Meeting:

25 October all day JTC 1 Plenary - full session
26 October all day JTC 1 Plenary - full session
27 October **all day JTC 1 Ad Hoc Group**
28 October all day JTC 1 Plenary – full session
29 October a.m. JTC 1 Plenary – full session

1. Opening of the Meeting 9:00 h

1.1 Welcoming Remarks

2. Roll Call of Participants

3. Adoption of Agenda

DOCUMENT: JTC 1 N 7477

4. Remarks by Chairman/Update from Secretariat

4.1 Appointment of Drafting Committee

4.2 Secretariat's Update

4.2.1 JTC 1 Directives Edition 5

DOCUMENT:

4.2.2 Migration to the New JTC 1 Web Site and Electronic Balloting System

5. JTC 1 Business Plan

DOCUMENT:

5.1 Review and Update of the Long Term Business Plan (LTBP) and the LTBP Implementation Plan

DOCUMENTS:

6. Subcommittee Presentations on Specific Work Items

6.1 In their presentations to JTC 1, SC Chairmen are requested to focus on the market requirements of their SC's work, strategies and cooperation with other organizations and to highlight the details of specific projects. Resolution 32 from the Hawaii Plenary also requests SCs to report on their marketing initiatives.

Each presentation is limited to 15 minutes.

- Subcommittee 2 - Coded Character Sets Business Plan & report on marketing initiatives

DOCUMENT:

- Subcommittee 6 - Telecommunications and Information Exchange Between Systems Business Plan & report on marketing initiatives

DOCUMENT:

- Subcommittee 7 - Software and System Engineering Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 17 - Cards and Personal Identification Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 22 - Programming Languages, their Environments and Systems Software Interfaces Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 23 – Removable Digital Storage Media Utilizing Optical and/or Magnetic Recording Technology for Digital Data Interchange Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 24 - Computer Graphics and Image Processing Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 25 - Interconnection of Information Technology Equipment Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 27 - IT Security Techniques Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 28 - Office Equipment Business Plan & report on marketing initiatives
DOCUMENT:
- Subcommittee 29 - Coding of Audio, Picture, Multimedia and Hypermedia Information Business Plan & report on marketing initiatives
DOCUMENT:

- Subcommittee 31 - Automatic Identification and Data Capture Techniques Business Plan & report on marketing initiatives
DOCUMENT:

- Subcommittee 32 - Data Management and Interchange Business Plan & report on marketing initiatives
DOCUMENTS:

- Subcommittee 34 - Document Description and Processing Languages & report on marketing initiatives
DOCUMENT:

- Subcommittee 35 - User Interfaces Business Plan & report on marketing initiatives
DOCUMENT:

- SC 36 - Learning Technology Business Plan & report on marketing initiatives
DOCUMENT:

- SC 37 – Biometrics - Business Plan & report on marketing initiatives
DOCUMENT:

7. JTC 1 Rapporteur Group/Special Group Activities

7.1 Report/Recommendations of the SWG for Technology Watch
DOCUMENTS:

7.1.1 Appointment of SWG for Technology Watch Convener

7.2 Report/Recommendations of the JTC 1 SG on Web Services
DOCUMENTS:

7.3 Report/Recommendations of the SG on Privacy Technology
DOCUMENTS:

7.4 Implementing Information Technology Rapporteur Group Report
DOCUMENT:

7.4.1 Proposed Disposition of Issues contained in JTC 1 N 7199 concerning Alternative Formats for JTC 1 Documents
DOCUMENT

7.4.2 Proposed Disposition of Issues contained in JTC 1 N 7236 concerning File Name Conventions

DOCUMENT:

7.4.3 Report/Resolutions of the June 2004 ITSIG Meeting in Copenhagen

DOCUMENT: JTC 1 N 7462

7.4.4 Proposed Response to Resolution 9/2004 of the June 2004 ITSIG Meeting contained in JTC 1 N 7462

DOCUMENT:

7.4.5 Appointment of IIT Rapporteur

7.4.6 Appointment of the JTC 1 Liaison Officer to ITSIG

7.5 Report/Recommendations of the Activity on Accommodation Information

DOCUMENT:

7.6 Report/Recommendations of the JTC 1 Ad-Hoc Group on JTC1 Vocabulary

DOCUMENT:

8. Terms of Reference of Ad Hoc Groups

- Ad Hoc Group 1 – Outstanding Procedures Issues

9. National Body, Liaison Organization and Subcommittee Contributions/Items for Discussion/Action (not covered elsewhere on the agenda)

9.1 Results of SC 35 Survey for Additional Criteria to be Added to the NP related to Cultural and Linguistic Adaptability

9.2 Endorsement of SC 37 Report and Recommendations on Conformity Assessment

10. Establishment of Liaisons

11. Reports of the Ad Hoc Group Meetings

11.1 Ad Hoc Group 1: Outstanding Procedures Issues

12. PAS Issues

12.1 Review of Ballot Responses on JTC 1 N 7458, Application from OASIS to Become a Recognized PAS Submitter

DOCUMENT:

13. Other Reports/Items of Importance

13.1 ISO and IEC Items of Importance

13.1.1 ISO Horizon 2010

13.1.2 ISO and IEC Policies on Global Relevance

13.1.3 ISO Advisory Group on Security

13.1.4 WSC Activities

13.2 JTC 1/ITU-T Liaison Report

DOCUMENT:

13.2.1 Report of the ITU-T Director's Ad Hoc IPR Group

13.2.2 Appointment of JTC 1/ITU-T Liaison Officer

13.3 JTC 1/IEC TC 100 Liaison Report Officer

DOCUMENT:

13.3.1 Update on Coordination and Cooperation Activities between JTC 1 and TC 100

13.3.2 Appointment of JTC 1/IEC TC 100 Liaison

13.4 Report of the JTC 1/ ISO/IEC/ITU/UN-ECE MoU Management Committee

13.4.1 Appointment of JTC 1 Liaison/Delegation to ISO/IEC UNECE MoU Management Committee

13.5 Report on the Special Group on Spatial Standardization and Related Interoperability

DOCUMENT:

13.5.1 Appointment of JTC 1 Delegation to the Special Group on Spatial Standardization and Related Interoperability

13.6 Report of the ISO Steering Committee on Image Technology

DOCUMENT:

13.6.1 Appointment of JTC 1 Representative/Delegation to the ISO Steering Committee on Image Technology

13.7 Status Report on Activities of the Standards Registry Committee

DOCUMENT:

13.7.1 Appointment of JTC 1 Representative to the Standards Registry Committee

14. Reports from ITTF Representative

14.1 Update on Activities of ISO CPSG that concern JTC 1

14.2 Results of the JTC 1 e-commerce market trial

14.3 Status of JTC 1 Database of IPR Statements

14.4 Update on Activities between JTC 1 and ILO related to the Seafarers Identity Document

14.5 Other items of interest/importance

15. Future Meetings

15.1 Information from the National Body of Canada concerning the 2005 meeting

15.2 Hosts for JTC 1 Plenary Meetings in 2006 and Beyond

16. Approval of Resolutions

17. Closure of Meeting (Friday, 29 October, no later than 12:00 h)