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Recommendations of the JTC 1 SWG Directives Meeting, 24-26 July 2006, Ottawa, Canada

Recommendation 1:

The SWG-Directives instructs the JTC 1 Secretariat to make the document “JTC 1 SWG-Directives – Deferred Changes and Open Issues” a standing document on the JTC 1 Website.

Unanimously approved

Recommendation 2:

The SWG-Directives instructs the JTC 1 Secretariat to work with the ITTF to ensure that all documents meeting JTC 1 criteria and approved by JTC 1 for free availability are available on the ISO/IEC web sites and the ITTF freely available document list. The JTC 1 Secretariat is requested to report on the status of this action at the November 2006 JTC 1 Plenary meeting in South Africa.

Unanimously approved

Recommendation 3:

The SWG-Directives agrees that the 50% P-member voting rule (clause 9.1.9) should be retained.

Unanimously approved

Recommendation 4:

Based on the experience of SC 22 as noted in JTC 1 N 8194, the SWG-Directives invites National Bodies and SCs to submit contributions by 30 October 2006 on whether or not the 50% P-member voting rule (clause 9.1.9) should apply to all ballots, including those not related to standards document progression (e.g., endorsement of Chairman, disbandment of WG etc). Contributions received by 30 October will be considered at the November 2006 JTC 1 Plenary Meeting in South Africa.

Unanimously approved

Recommendation 5:

The SWG-Directives instructs the JTC 1 Secretariat and Chairman to issue the final agenda for the March 2007 meeting no later than 19 February 2007. Any contributions received after 16 February 2007 will be placed on the agenda of the July 2007 meeting of the SWG-Directives.

Unanimously approved

Recommendation 6:

The SWG-Directives acknowledges that the ISO TC Server (Live Link) is one option for SC data archival. The SWG-Directives invites SCs to provide contributions on the full

functionality of Live Link as an archival tool to meet their requirements for discussion at the March 2007 SWG-Directives meeting.

Unanimously approved

Recommendation 7:

Noting that many of the SCs have not met since the last SWG-Directives meeting and that no contributions were received to date, the SWG-Directives again invites SCs to provide contributions to the SWG-Directives on the implementation and usefulness of Annexes I (Interoperability) and J (API Standardization) of the JTC 1 Directives. Such contributions should be submitted in time for discussion at the March 2007 SWG-Directives meeting.

Unanimously approved

Recommendation 8:

The SWG-Directives recommends that the JTC 1 Secretariat issue the following revised section 7.10.4 for a three month letter ballot:

7.10.4 After the meeting, the committee Secretariat or Convener shall prepare a report of the meeting comprising

- a) The list of delegates to the meeting,
- b) a reference to the sessions held (including JTC1 Special Working Groups, Rapporteur Groups and Workshops, SC Advisory Groups, Working Groups, and Other Working Groups)
- c) The disposition of each agenda item, including rationale if appropriate and,
- d) as a discrete and important document, the complete text of the resolutions adopted during the meeting.

At the discretion of the meeting, a summary of the discussions can be included.

The documents listed above shall be sent within two months to the members and other bodies represented at the meeting.

Unanimously approved

Recommendation 9:

The SWG-Directives recommends that the JTC 1 Secretariat issue the following new clause 9.1.6 for a three month letter ballot:

“In certain cases, consensus may be confirmed for questions which are expected to contain no controversial issues and for which agreement of the committee is foreseen in advance. Such questions will be distributed for a period of 60 days. If no objection is received during this period, the question is considered to be approved. If any P-member objects to the question during this period, the question will be decided by a vote, either at a meeting or by letter ballot. Questions for which this may be used are:

- Appointment/change of a Registration Authority
- Establishment or cancellation of a Liaison
- Proposal for stabilization/withdrawal of a standard
- PAS Submitter reaffirmation
- Request for free availability of a standard
- Modification of a SC's Program of Work
- Others as approved by JTC 1"

Unanimously approved

Recommendation 10:

The SWG-Directives requests that SC 25 provide additional explanation and rationale as to why the new document numbering proposal contained in JTC 1 N 8099 is important and beneficial. This rationale will be discussed at the March 2007 SWG-Directives meeting and, if agreed, forwarded to the Joint Directives Maintenance Team for their consideration.

Unanimously approved

Recommendation 11:

The SWG-Directives recommends that the JTC 1 Secretariat issue a three month letter ballot on a new clause 13to the Directives, as contained in JTC 1 N XXXX, and other changes identified in JTC 1 N 8209.

Unanimously approved

Recommendation 12:

The SWG-Directives recommends that the JTC 1 Secretariat issue the following revision of clause 14.4.1 for a three month letter ballot:
"Approval as a Recognized PAS Submitter gives a PAS originator the right to submit specifications into the transposition process for a period of two years with the possibility of further extensions *of five year periods.*"

Unanimously approved

Recommendation 13:

The SWG-Directives recommends that the JTC 1 Secretariat issue the following revision of clause 14.4.3.7 for a three month letter ballot:
"In some cases the establishment of a ballot resolution group is unnecessary and the SC Secretariat can assign the task directly to the Project Editor"

Unanimously approved

Recommendation 14:

The SWG-Directives recommends retaining the existing NP Form while modifying the supporting text as per JTC 1 N 8137 regarding accessibility.

Unanimously approved

Recommendation 15:

The SWG-Directives notes JTC 1 Banff Resolution 24 instructing National Bodies and SCs to provide ITTF with feedback on the Patent Database. However, as the National Body of the UK raised concerns to the SWG-Directives, and in an effort to respond to these concerns the SWG-Directives instructs the JTC 1 Secretariat to forward the UK National Body Contributions on the JTC 1 Patent Database contained in JTC 1 N 8198 and 8199 to the Ad Hoc IPR Group of ISO, IEC and ITU-T. Any feedback should be sent directly to the National Body of the UK.

Unanimously approved

Recommendation 16:

The SWG-Directives recommends that clause 16.3.4 be modified to include the following:

“The DTR text should also be distributed to the ITTF for editorial review. Any comments received from ISO editors shall be considered together with National Body comments received on the DTR ballot.”

The SWG-Directives recommends that for consistency, a similar statement regarding receipt of comments from ISO editors be included in the section concerning FCDs.

This change should be incorporated into the next version of the JTC 1 Directives.

Unanimously approved

Recommendation 17:

The SWG-Directives accepts the tentative offer of the National Body of the United States to host the next meeting of the SWG-Directives in New York, Wednesday through Friday, 7-9 March 2007.

Unanimously approved

Appreciations:**Resolution A:**

The SWG-Directives expresses its appreciation to the National Body of Canada, SCC, for inviting the SWG to Ottawa and for the meeting facilities.

Resolution B:

The SWG-Directives expresses its appreciation to Mr. Stephen Michell and Maurya Software for arranging the meeting and for the dinner on Tuesday evening.

Resolution C:

The SWG-Directives expresses its appreciation to its Chair, Mr. Scott Jameson, for his leadership during the meeting.

Resolution D:

The SWG-Directives expresses its appreciation to the Adga Group for providing the emergency meeting room facilities.