

# ISO/IEC JTC 1/SC 32 N 0315

Date: 2000-01-10

REPLACES: --

<p style="text-align: center;"><b>ISO/IEC JTC 1/SC 32</b></p> <p style="text-align: center;"><b>Data Management and Interchange</b></p> <p style="text-align: center;"><b>Secretariat: United States of America (ANSI)</b> <b>Administered by Pacific Northwest National Laboratory on behalf of ANSI</b></p>
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\*Pacific Northwest National Laboratory (PNL) administers the ISO/IEC JTC 1/SC 32 Secretariat on behalf of ANSI

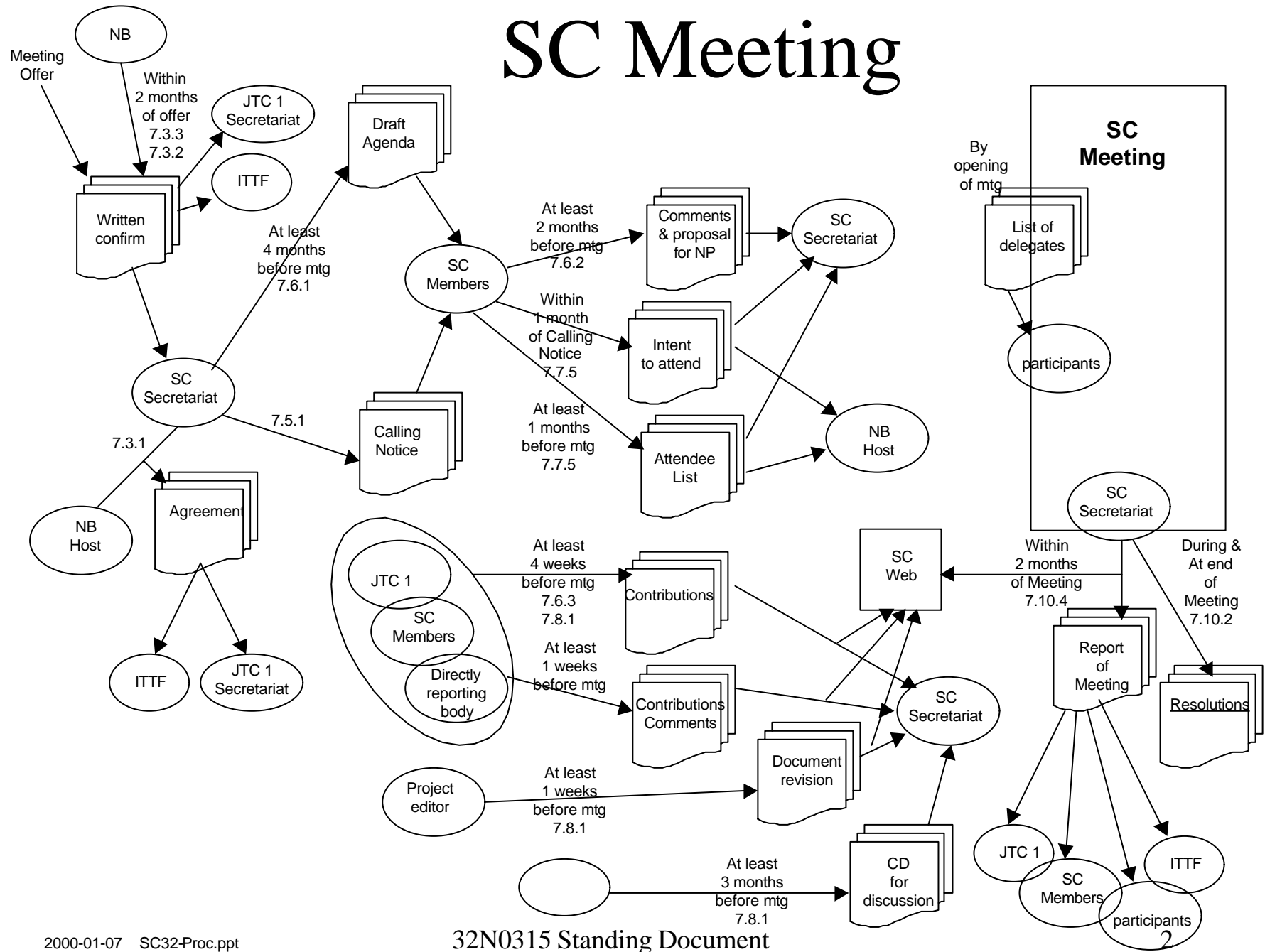
# ISO/IEC JTC 1/SC 32

## Quick Reference to JTC 1 Directives

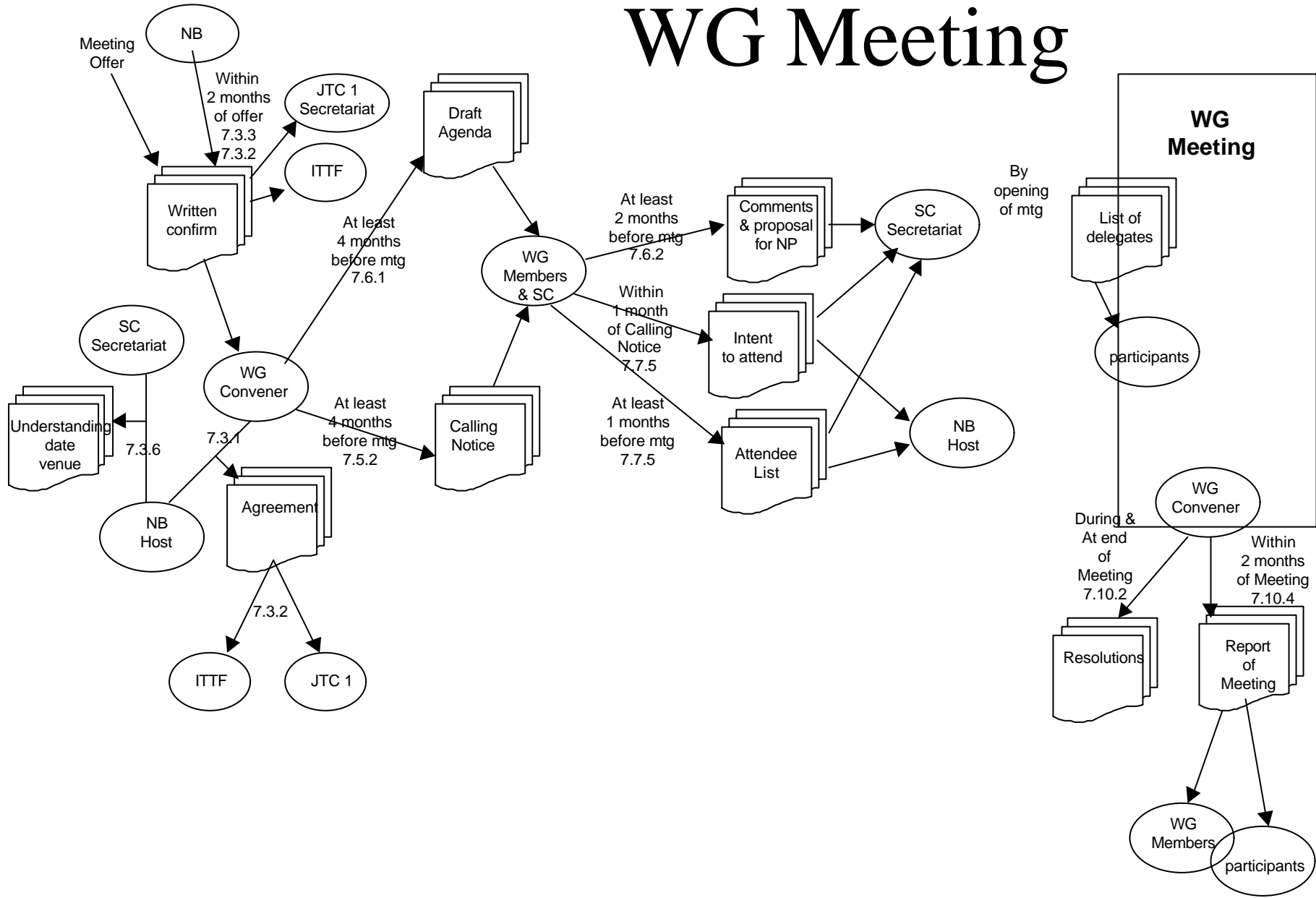
All references are to paragraphs in the JTC 1 Directives Version 4

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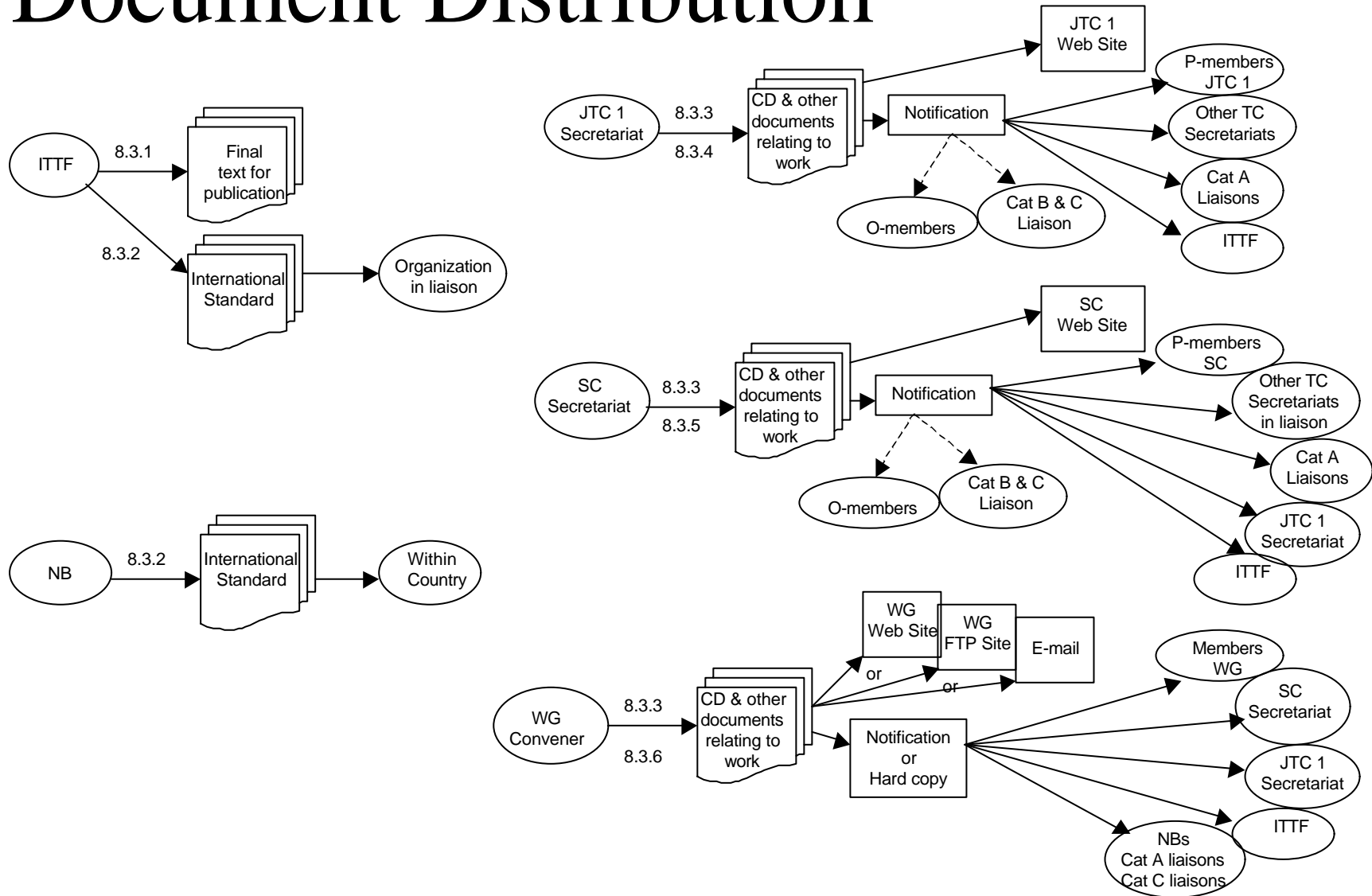
# SC Meeting



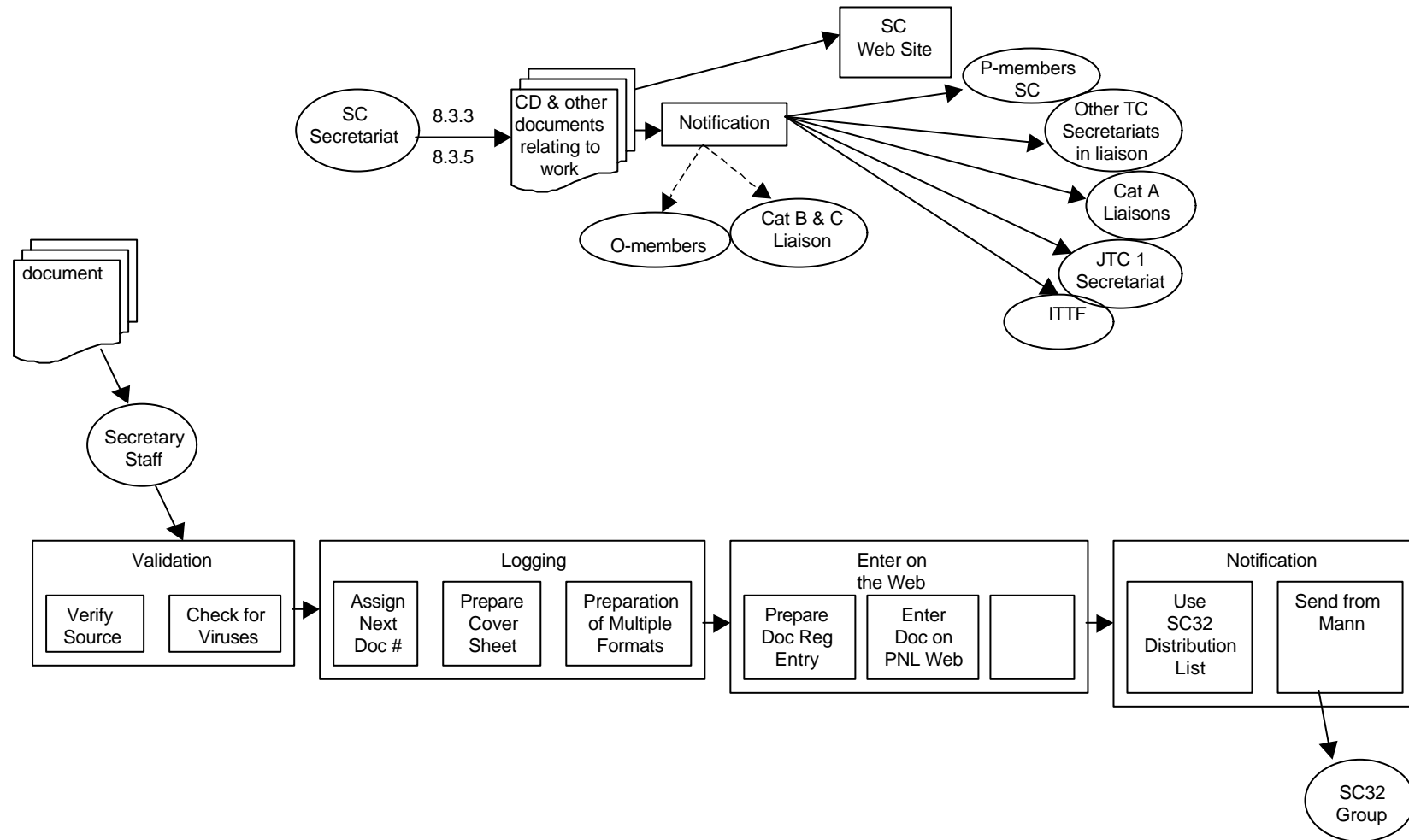
# WG Meeting



# Document Distribution

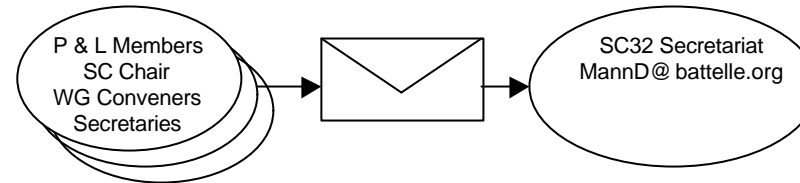


# SC32 Document Distribution

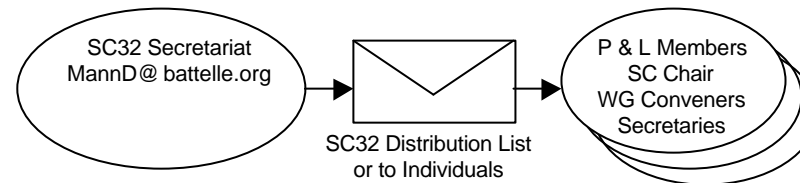


# SC 32 Message Traffic

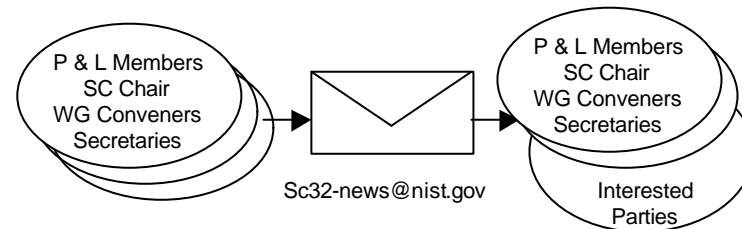
**Official SC 32 Correspondence  
- Incomming**



**Official SC 32 Correspondence  
- Outgoing**



**SC 32 Member Correspondence  
to all other members  
& interested parties**



# JTC 1 Standards Development Stages

Stage	Standard	Amendment	Fast Track	Technical Report	ISP	Technical Corrigendum
<b>Stage 0 - Preliminary Stage</b>	PWI	PWI		PWI	PWI	PWI
<b>Stage 1 - Proposal Stage</b>	NP	NP		NP	NP	
<b>Stage 2 - Preparatory Stage</b>	WD	WD		WD	WD	Defect Report
<b>Stage 3 - Committee Stage</b>	CD FCD	PDAM FPDAM		PDTR	PDISP FPDISP	DCOR
<b>Stage 4 - Approval Stage</b>	FDIS	FDAM	DIS	DTR	FDISP	
<b>Stage 5 - Publication</b>	IS	AMD	IS	TR	ISP	COR

## NOTES:

- 1) Prior to the WD stage, new work is introduced into the programme of work via either a New Work Item Proposal (NP) for JTC 1 letter ballot (see 6.2.1) or a programme subdivision document for JTC 1 endorsement (see 6.2.2).
- 2) CDs, FCDs, PDAMs, FPDAMs, PDTRs, PDISPs, FPDISPs and DCORs are balloted at the subcommittee level
- 3) DTRs are balloted at the JTC 1 level.
- 4) DIS, FDIS, FDAMs and FDISPs are balloted at the ISO/IEC National Body level.
- 5) Subsequent to the publication of an IS, AMD or ISP, Technical Corrigenda may be published to correct technical defects which adversely affect implementation.



# Project Stages with Timescales

## Potential (preliminary or proposed) projects

Project stage	Milestones	Action/deliverable	Sub-stage	Elapsed time, m
0 Preliminary stage	Starts with ...	Receipt of proposed preliminary work item (PWI)	00.00	
	Ends with ...	Rejected PWI/Proposed new work item proposal	00.98/00.99	
1 Proposed stage	Starts with ...	Registration of New work item proposal NP	10.00	
	Intermediate milestone ...	Ballot on NP	10.20	
	Ends with ...	Rejected NP/approved new project	10.98/10.99	

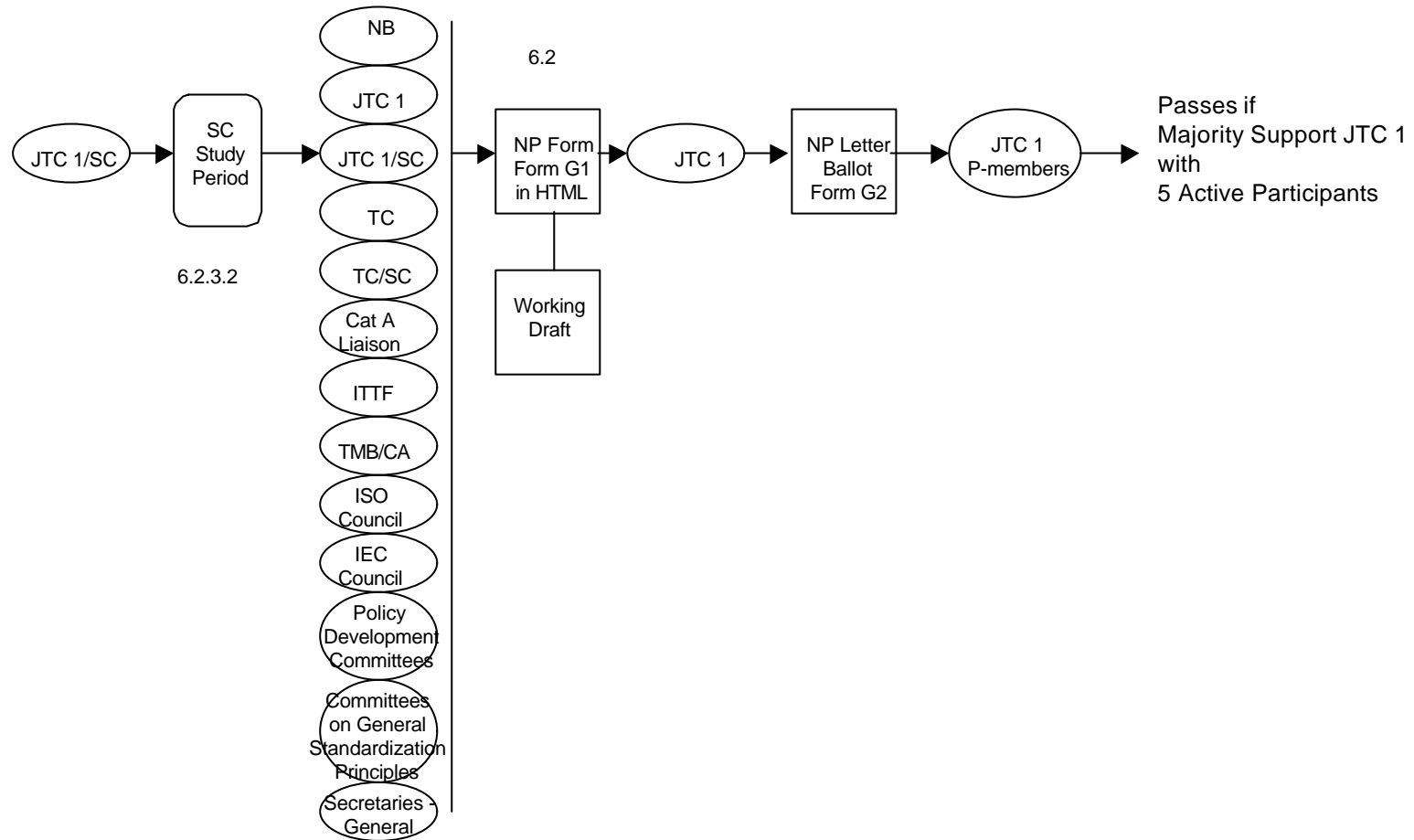
## Active (approved) projects

Project stage	Milestones	Action/deliverable	Sub-stage	Elapsed time, m
2 Preparatory stage	Starts with ...	Registration of approved new work item (AWI)	20.00	0
	Intermediate milestone ...	1 <sup>st</sup> Working Draft (WD)	20.20	6 max.
	Ends with ...	Approval to register 1 <sup>st</sup> Committee Draft (CD) Proposed Draft Technical Report (DTR)	20.99	18 max.
3 Committee stage	Starts with ...	Registration of Committee draft (CD) Registration of Draft Technical Report (DTR)	30.00	
	Intermediate milestone ...	Ballot/s on CD/s (incl. Conversion to DIS) Ballots on proposed amendments Ballot on adoption of DTR as proposed TR	30.20	
	Ends with ...	Proposed Draft international Standard Proposed draft amendment Approved Draft Technical Report	30.99	24 approx
4 Enquiry stage	Starts with ...	Registration of Draft International Standard (DIS) Registration of Draft Amendment (DAM)	40.00	
	Intermediate milestone ...	Ballot/s on DIS/s	40.20	
	Ends with ...	Proposed Final Draft International Standard (FDIS) Proposed final draft amendment	40.99	36 max.
5 Approval stage	Starts with ...	Registration of Final Draft International Standard (FDIS) Registration of Final Draft Amendment (FDAM)	50.00	
	Intermediate milestone ...	Ballot on FDIS/FDAM	50.20	
	Ends with ...	Rejected/approved text of International Standard/amendment	50.98/50.99	
6 Publication stage	Starts with ...	Approved text of International Standard/amendment/Technical Report	60.00	
	Ends with ...	Published International Standard/amendment/Technical Report	60.60	43

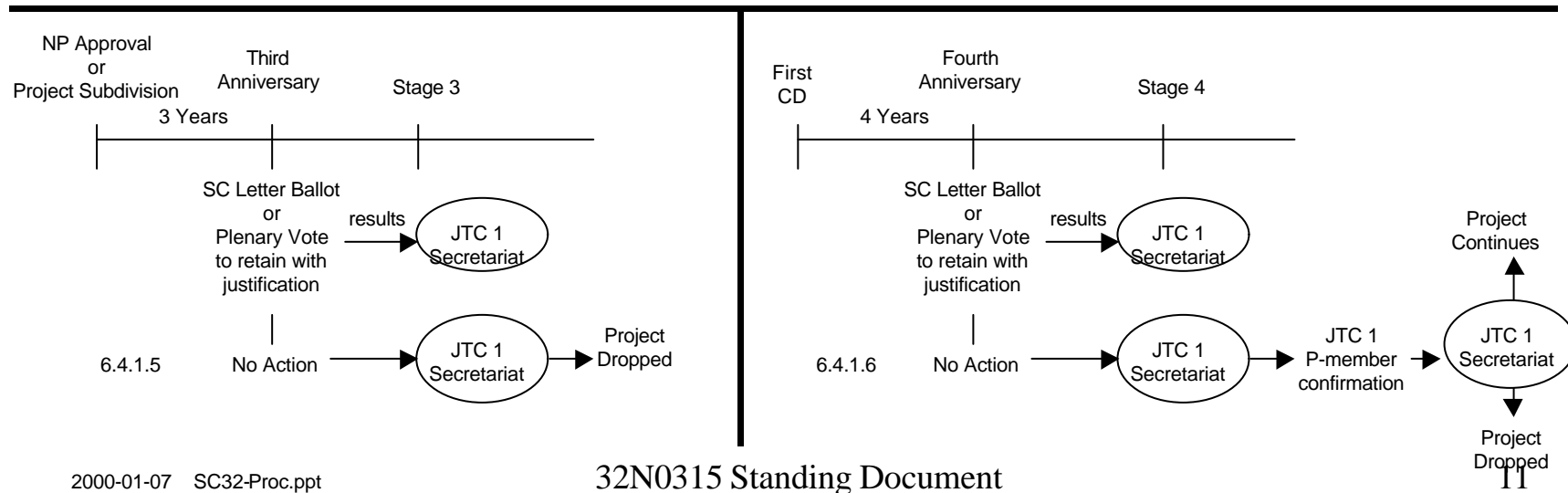
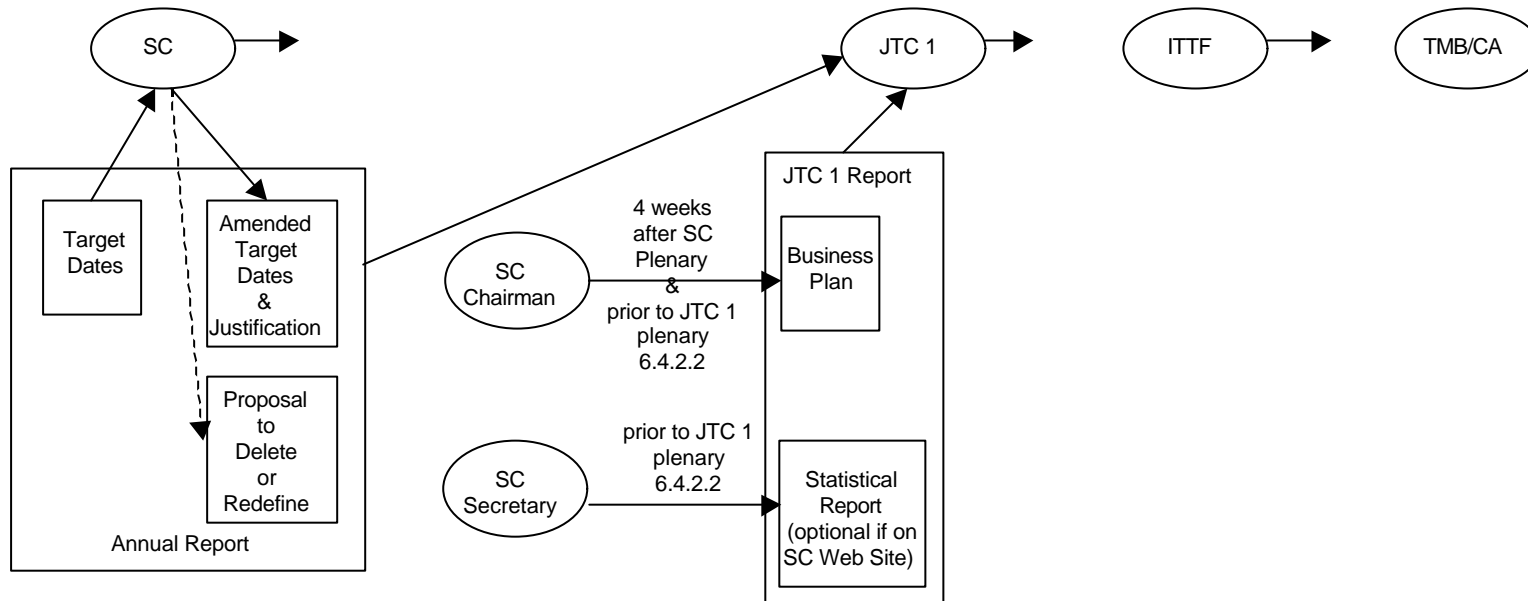
# Voting (Section 9)

TYPE	PARTY	PARA	METHOD	DURATION	APPROVAL
NP	JTC 1	9.3	JTC 1 letter ballot Form G2	3 Months	Majority Support JTC 1 with 5 Active Participants
CD PDAM PDISP PDTR	SC	9.4	Correspondence Form G7	3 Months	Cycled until support obtained or decision to abandon
			In a meeting	-	
FCD FPDAM FPDISP FPDTR	SC	9.4	Correspondence Form G7	4 Months (may be extended 6 months max.)	Majority Support
			<i>NOTE: Copy of document must be provided to ITTF two (2) weeks before ballot starts</i>		
FDIS FDAM FDISP	ITTF	9.6, 9.7		2 Months	2/3 voting Approve not more than 1/4 Negative
			<i>NOTE: Form G8 must be provided to ITTF</i>		
Fast-track DIS Fast-track DAM	ITTF	9.8		6 Months	2/3 voting Approve not more than 1/4 Negative
DTR	JTC 1	9.10	JTC 1 letter ballot Form G20	3 Months (may be extended 6 months max.)	Majority Support JTC 1
DCOR	SC	9.11	Correspondence Form G14	3 Months	Majority Support

# New Work Item Proposals (NP)



# Progress Control



# Abbreviations

ABBREVIATION

TEXT

AG	Advisory Group
AMD	Amendment
CD	Committee Draft
COR	Technical Corrigendum
CT	Collaborative Team
DAM	Draft Amendment
DIS	Draft International Standard (fast-track)
DISP	Draft International Standardized Profile
DR	Defect Report
DCOR	Draft Technical Corrigendum
DTR	Draft Technical Report
FCD	Final Committee Draft
FD	Formal Description
FDAM	Final Draft Amendment
FDIS	Final Draft International Standard
FDISP	Final Draft International Standardized Profile
FDT	Formal Description Technique
FPDAM	Final Proposed Draft Amendment
FPDISP	Final Proposed Draft International Standardized Profile
FTP	File Transfer Protocol
ICD	International Code Designator
IEC	International Electrotechnical Commission
IS	International Standard
ISO	International Organization for Standardization
ISP	International Standardized Profile

# Abbreviations - cont.

ABBREVIATION

TEXT

ITTF	Information Technology Task Force
ITU-T	International Telecommunication Union - Telecommunication Standardization Sector
JTC 1	ISO/IEC Joint Technical Committee 1
JTPC	ISO/IEC Joint Technical Programming Committee
JWG	Joint Working Group
NB	National Body
NP	New Work Item Proposal
OWG	Other Working Group
PDAM	Proposed Draft Amendment
PDISP	Proposed Draft International Standardized Profile
PDTR	Proposed Draft Technical Report
PWI	Preliminary Work Item
RG	Rapporteur Group
RG-CAI	Rapporteur Group on Conformity Assessment and Interoperability
RG-RA	Rapporteur Group on Registration Authorities
SC	Subcommittee
SG	Study Group (ITU-T)
SGML	Standard Generalized Markup Language
SWG	Special Working Group
TMB/CA	ISO Technical Management Board/IEC Committee of Action
TC	Technical Committee
TR	Technical Report
WD	Working Draft
WG	Working Group
WP	Working Party (ITU-T)