



ISO/TC 197  
Hydrogen technologies

Email of secretary: [jim.ferrero@bnq.qc.ca](mailto:jim.ferrero@bnq.qc.ca)  
Secretariat: SCC (Canada)

**Updates for ISO committees TC 197 - 2016**

Document type: Other meeting document

Date of document: 2017-11-26

Expected action: INFO

Background: Document from the 2016 plenary.

Committee URL: <http://isotc.iso.org/livelink/livelink/open/tc197>



# Update for ISO Committees

2016



# ISO in Figures



Every day  
**23** ISO meetings  
around the world

**162** members

**> 21 100**  
International Standards

**100**  
new standards each month

More than  
**100 000** experts

**238**  
technical committees



# Directives – Key Changes for 2016

- Obligation for P-members to vote on Systematic Reviews
- Chairmanship + chair elect
- Justification supporting approval of NWIP now optional
- Negative vote at DIS requires technical comment for vote to be counted
- Foreword of revisions – tell us what changed
- Voting periods are now counted in weeks (not months)
- Co-convenors for JWGs now allowed
- New edition of **ISO/IEC Directives Part 2** on May 2016



# P-Members Voting Obligation

**CIB**  
NP/CD  
DTS/DTR

If 20% failure  
+ at least 2  
CIB votes

**DIS**  
FDIS

if 1 missing  
vote

**SR**

If 1 missing  
vote

2017-01-01

Missed votes without response to ISO result in P-Member  
downgrade to O-Member status for 1 year  
=> no experts in WGs allowed during this period



# Chairs

## Chairs

9 years max.

- Any subdivision of terms permitted
- Approval criteria = 2/3 of P-members in TC for SC Chairmen
- Succession plan needed
- Option to have a **Chair-elect** appointed one year before in a transition period
- New nomination form including skills

**Note:** WG Conveners can serve an unlimited number of years and terms, but must be re-confirmed by the parent committee by resolution every three years



# NWIP Ballots

- **Justification** supporting approval of NWIP is now optional  
**Mandatory** only for **No vote**  
2 weeks to provide an explanation after ballot closure  
If not, vote not counted
- **Participation** criteria  
2 weeks to name an expert after ballot closure  
If not, participation not counted but approval counted
- All NWIPs must be approved by **BALLOT – Secretaries: USE PROJECT PORTAL**



# Directives – Other Minor Updates

- **Negative votes at DIS** with no technical justification  
=> Not counted
- **Revisions** - Foreword of any new edition must now list the updates and editorial changes made from previous version
- Voting periods now counted in **weeks**  
e.g. 3 months = 12 weeks
- **JWGs** - option to appoint a co-convenor from the other committee





## Directives – Other Minor Updates, cont'd

- Agreement on the **title and scope** of a subcommittee requires approval by a **2/3 majority** of the P-members voting at the TC level
- **Patent statements** to be provided ASAP  
[http://www.iso.org/iso/standards\\_development/patents](http://www.iso.org/iso/standards_development/patents)
- Meetings
  - ✓ **Hosting country and venue should have no entry restrictions for P-Member representatives – Visas for all participants should be possible**



# Other Notable Changes

- ISO editing now done at DIS Stage to help expedite later processing – watermarked copy of DIS ballot text provided for use after DIS ballot
- ISO will soon add an 18-month timeframe for development



# Reminders for Improving Committee Efficiency and Promoting Good Project Management: Contribution to Meetings

**Physical  
attendance**

**Webex**

For WGs & small  
meetings

**Comments  
submitted in  
writing to be  
*considered* by  
leadership**

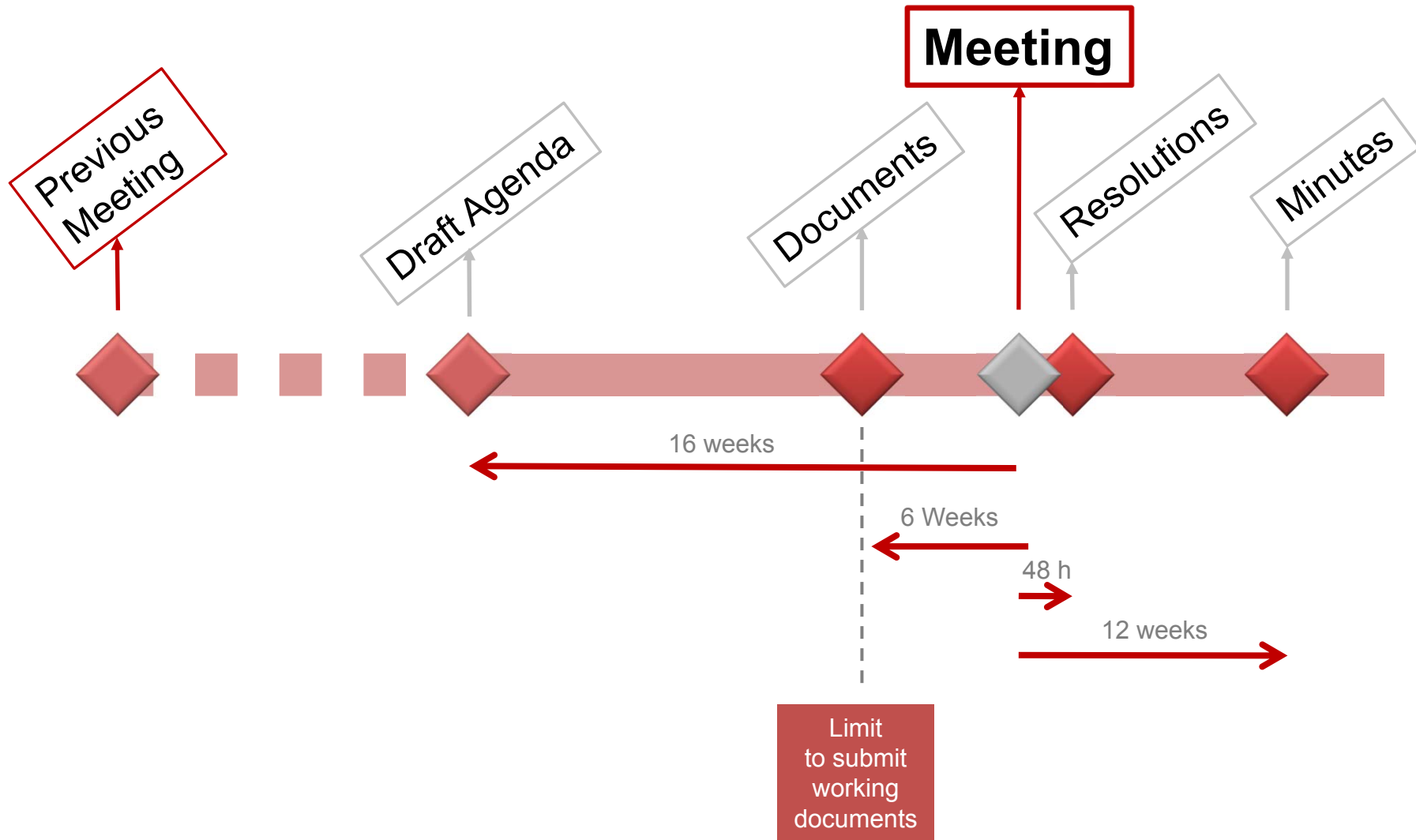


# Use of Webex for ISO Activities

- Committees, Subcommittees, and Working Groups now welcome to incorporate use of Webex to ensure participation
- If your meeting venue can easily accommodate remote participation, consider offering it to facilitate meeting attendance
- Anyone needing a free Webex account to convene any ISO-related activity can request one at [webconferencing@iso.org](mailto:webconferencing@iso.org)
- Make sure you test your computer prior to your first meeting!
- Ideal for smaller WG meetings and meetings no longer than a few hours in duration

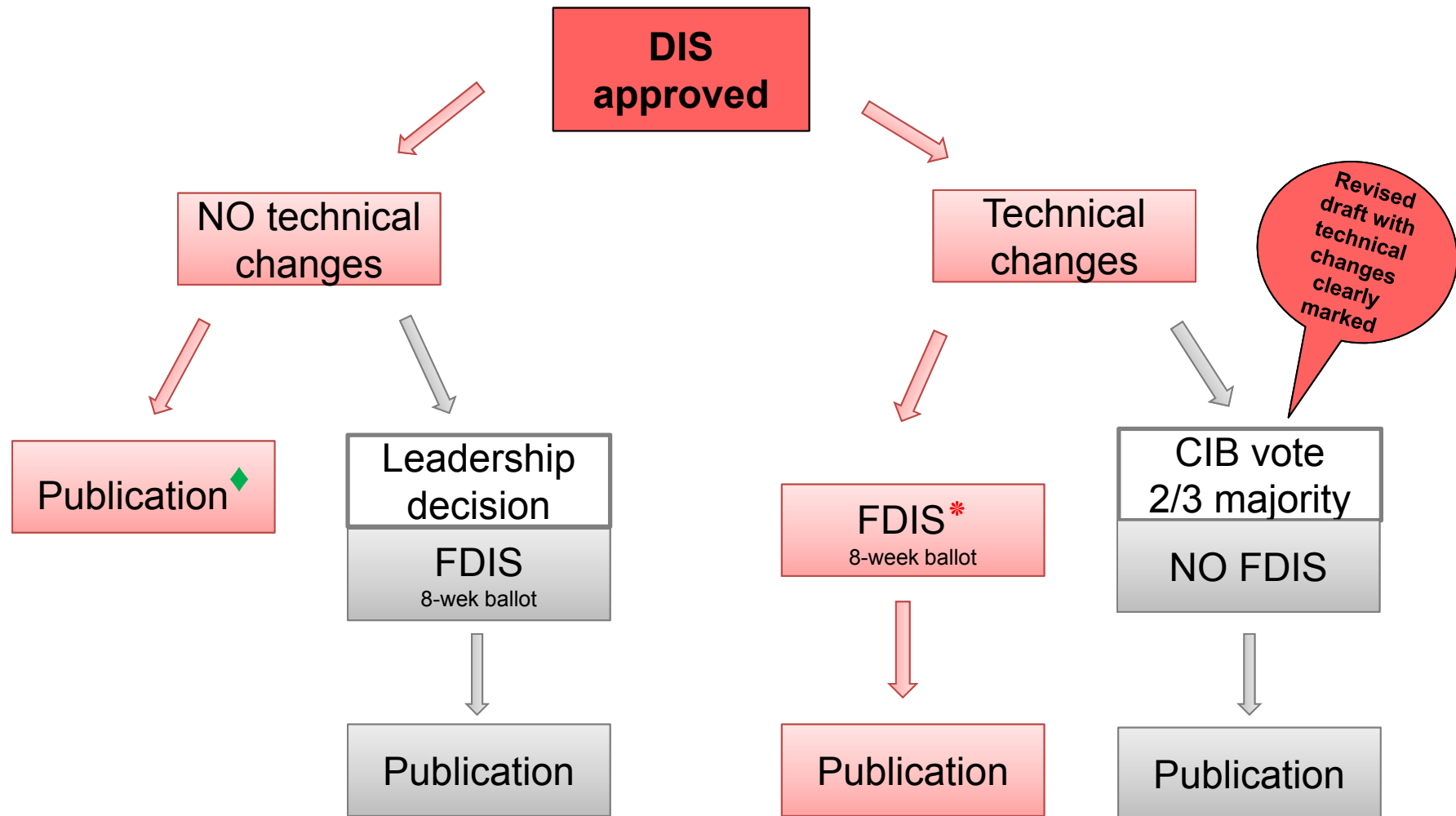


# Posting Meeting Documents





# Post-DIS Stage

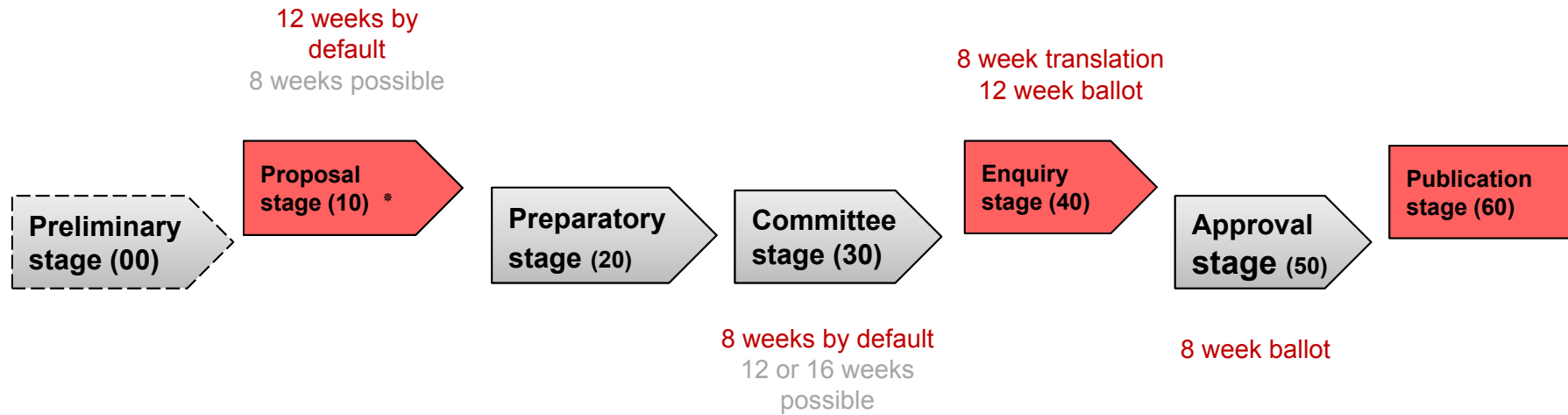


♦ CEN/TC resolution for VA

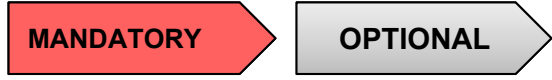
\* Mandatory for VA



# The Stages – A Refresher



\* Committee resolution  
*If no change of scope*  
Revision  
Amendment





## Other Reminders

1. All working documents in TC197 and WGs must be posted on Livelink workspace
2. Forms have been updated – [www.iso.org/forms](http://www.iso.org/forms)
3. If anyone needs a tutorial on Directives Part 1 or Part 2, please contact your ISO program manager – [dryden@iso.org](mailto:dryden@iso.org)
4. Voting is now measured in weeks, not months – keeping in line with IEC Directives
5. Secretaries: Don't forget to process or take decisions on Systematic Review ballots within 6 months or by next meeting, whichever comes first!



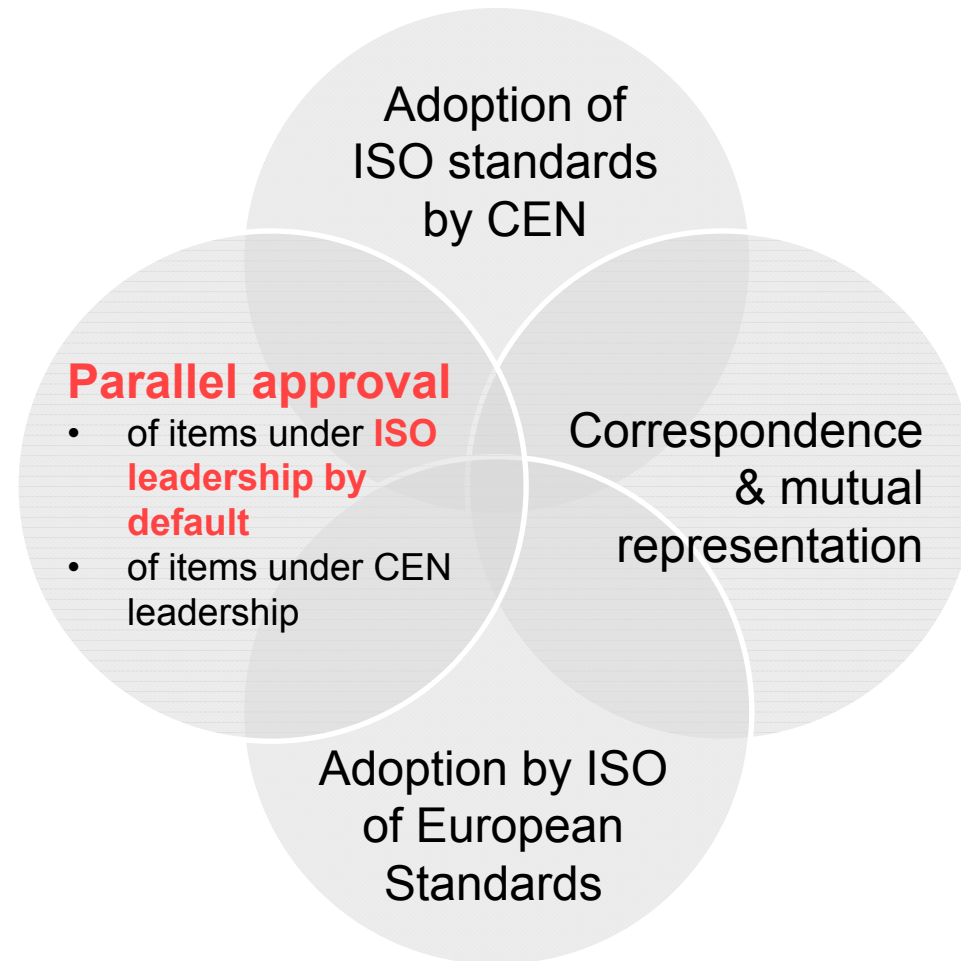


# A Little About the Vienna Agreement (VA)...

- TC197 can agree at the proposal stage to develop a proposal in coordination with a CEN Committee
- VA allows committees to synchronize the work and avoid duplication of effort
- When committees want to develop documents in parallel with CEN – this means that ballot stages and publication happen at the same time in both places



# Possibilities With the VA





# How Does the VA Work?

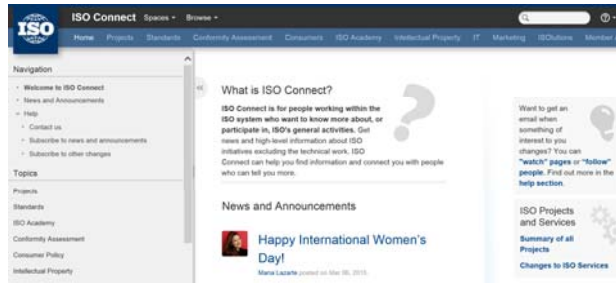
Cooperation needed

- ISO & CEN TCs agree who will lead? **ISO by default**
- Leader then needs to communicate to ISO and CEN
- Database will show a VA notation
- Established processes and procedures – [www.iso.org/va](http://www.iso.org/va)

**Management still needed!**



# Stay Informed



News & information  
[ISO Connect](https://www.iso.org/isoconnect)

After each TMB meeting  
[TMB Communiqué](#)



TMB Communiqué



Each year in May new version of ISO/IEC Directives , Part 1  
[www.iso.org/directives](http://www.iso.org/directives)



# **Thank You for Your Contributions and Support!**

Andy Dryden – [dryden@iso.org](mailto:dryden@iso.org)