



ISO/TC 197
Hydrogen technologies

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Plenary - ISO Directives Changes 2017

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Background: Here is a presentation made by Jim Ferrero at the ISO/TC 187 plenary meeting in China 2017-12.

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



The ISO/IEC Directives Part 1 and Consolidated ISO Supplement

2017 Edition



Reminder: Key Changes For 2016

- Obligation for P-members to vote on Systematic Reviews
- Chair + Chair-elect to ease leadership transition
- 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 – what was updated and what editorial changes were made
- Voting periods are now counted in weeks (not months)
- Co-convenors for JWG's now allowed

Major Changes For 2017

- Systematic Review
- NWIP Approval
- New: 18-Month Standards Development Track
- Remote Participation in Committee Meetings
- Mandatory Review of Committee Strategic Business Plans
- Skipping FDIS / Mandatory FDIS in case of Technical Changes
- Policy on Multilingual Standards
- Meeting Policy (fees and participation)

Systematic Review

- In 2016: answers to SR questions are now mandatory for P-members
- Guidance to explain the systematic review process will be provided to members and committees
- Secretaries to compile feedback received on standards (FDIS ballot or after) in a committee folder available for the SR
- Checklist of elements that should be reviewed prior to SR

Why these changes were made:

- Part of an on-going TMB project from 2016 to improve the systematic review process and make more useful to committees
- Responses to SR ballots previously not good in terms of quality or quantity
- More guidance and sharing of best practices could help improve this

New Work Item Approval

- Approval of the New Work Item Proposal ballot now requires a **2/3 majority** of P-members instead of simple majority



Why this change was made:

- Common decision with IEC – alignment of processes
- To ensure better market relevance

NOTE: from an analysis of past NWIP results, we do not anticipate this change will lead to any significant meaningful difference in the number of NWIP approved

New: 18-month standards development track

- A new 18-month standards development track will be added to clause 2.1.6.1 of the ISO Supplement
- Members will be able to choose a **faster track** (in addition to the 3 existing development tracks i.e. 24, 36 and 48 months).
- The following stages will be **reduced** as follows:
 - WD and CD stages to **8 months** (vs. 12 months),
 - comment resolution stage at DIS to **5 months** (vs. 7 months).

Why this change was made:

- Within the context of the TMB project in 2016 on 'Project Management'
- It promotes the possibility of developing standards rapidly, when necessary
- Useful for revision of standards, for example
- Incentive: ISO/CS promises to reduce production time (by approximately 1/3) for projects that successfully complete the DIS ballot within 13 months

New: remote participation in committee meetings

Physical attendance

WebEx

For WGs & small meetings...
NOW allowed for committee meetings

Comments submitted in writing to be considered by leadership

Why this change was made:

- Comments made during the preparation of the 2016-2020 Strategic Plan > high cost of meeting participation
- Successful results of a pilot to allow remote participants to vote at committee plenary meetings

Mandatory review of Strategic Business Plans (SBPs)

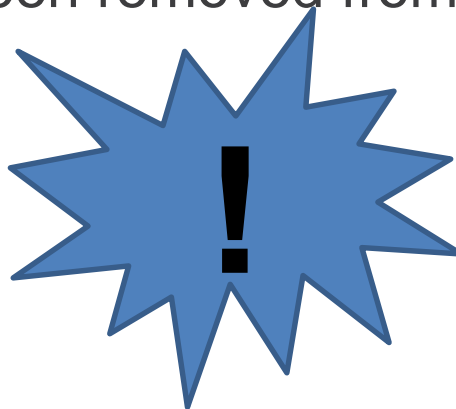
- *New:* Committees shall conduct a **regular review** of the SBP at every plenary meeting (regardless of whether any comments were received), *preferably once a year* but at least once every 3 years.
- Updated SBPs do not need to be submitted for TMB approval (they shall be approved by consensus within the committee).

Why this change was made:

- Many SBPs are very old (dating back to 2008)
- Need to have an up-to-date SBP to use as a marketing tool to promote committee work

Skipping FDIS/Mandatory FDIS in case of technical changes – *if approved*

- if there are *no technical changes* to be included: proceed **directly** to submit for publication.
- if there are *technical changes* to be included, FDIS ballot becomes mandatory (i.e. the procedure for optional FDIS implementation has been removed from the ISO Supplement)



Why this change was made:

- ISO alignment with IEC's practice of *always* going to FDIS in case of technical changes
- Simplified process for DIS/FDIS publication
- No need for a vote in the committee to decide to skip FDIS or not

Policy on Multilingual Standards (changes to Annex SG)

Non-official languages may **only** appear in the body of ISO vocabularies

National body (NSB) > **business case to ISO** for the selection of language X (in the final publication)

Committee to approve the business case on the addition of language X via a **resolution**

NSB supporting the non-official language is responsible for the text and its timely delivery

(at the latest **before the FDIS ballot**)

Why these changes were made:

- To increase transparency and create consistent rules for non-official languages
- To recognize the need to have equivalent terms and definitions in languages other than the 3 official ISO languages

Policy on Meetings

● Fees for meeting participation

- 4.1 National Bodies are reminded that they are not permitted to charge delegates/ experts any sort of participation fee, nor require accommodations at specific hotels or hotel rates for any meetings of technical committees, subcommittees, working groups, maintenance and project teams.

● Committee Meeting Times

- 4.2.1.3 The agenda shall clearly state the starting and estimated finishing times. In the event of meetings over running the estimated finishing time, the Chair shall ensure that the P-members are willing to take voting decisions. However if P-members leave, they may request the Chair not to take any further voting decisions in this meeting, unless they are confirmed by correspondence after the meeting

Why this change was made:

- To clarify that participation to ISO meetings is free
- To stress the importance of committee meeting times for proper planning
- To increase transparency on when and how decisions can be taken in committee meetings



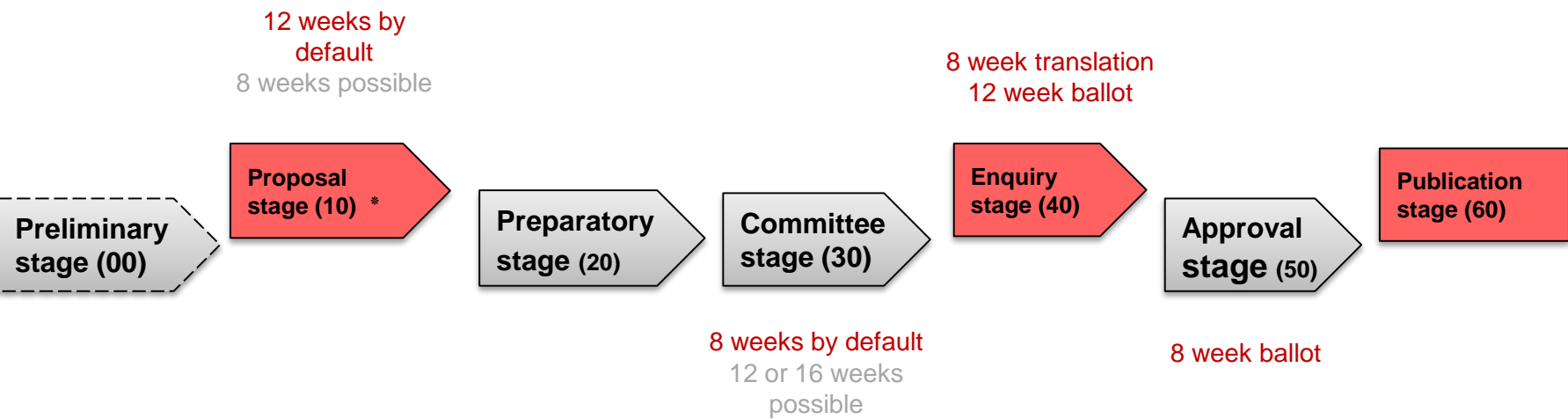
Registration Authorities: RA Policy and RA exceptions policy (subject to Council approval)

- The RA Policy (and two appendices) is included as an annex in the May 2017 edition of the Consolidated ISO Supplement
- This replaces the old RA guidelines
- 2 appendices:
 - Annual committee report to TPM
 - RA confirmation form

Why this change was made:

- The Ad Hoc Group on Registration Authorities (AHG RA) was established by way of Council Resolution 23/2015.
- Mandate: assess ISO's benefits and risks of having RAs and develop options for maximizing benefits and minimizing ISO's risks associated with RAs.

The Stages – A Refresher



****FDIS optional if no comments or only editorial comments during DIS ballot***

* Committee resolution
If no change of scope
 Revision
 Amendment

MANDATORY

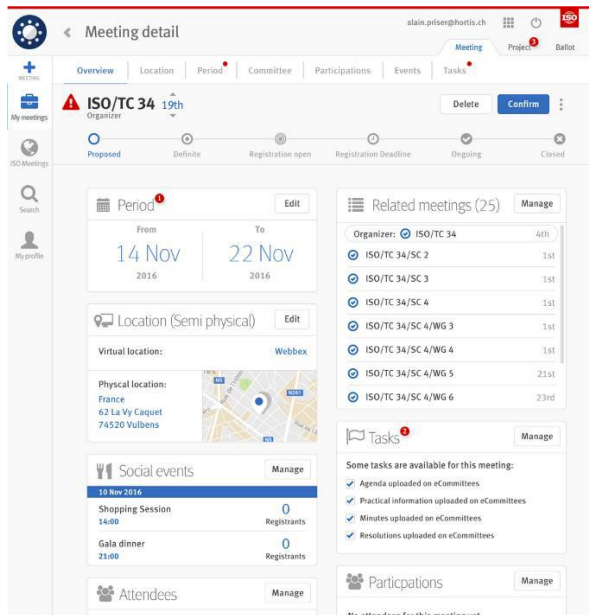
OPTIONAL

Other Reminders

1. All working documents in TC197 and WGs shall be posted on Livelink workspace
2. Forms have been updated – www.iso.org/forms
3. If anyone needs a tutorial on Directives Part 1 or Part 2, please contact Andy, your ISO program manager – dryden@iso.org

New ISO Meeting Platform

(replacing Meeting Management)



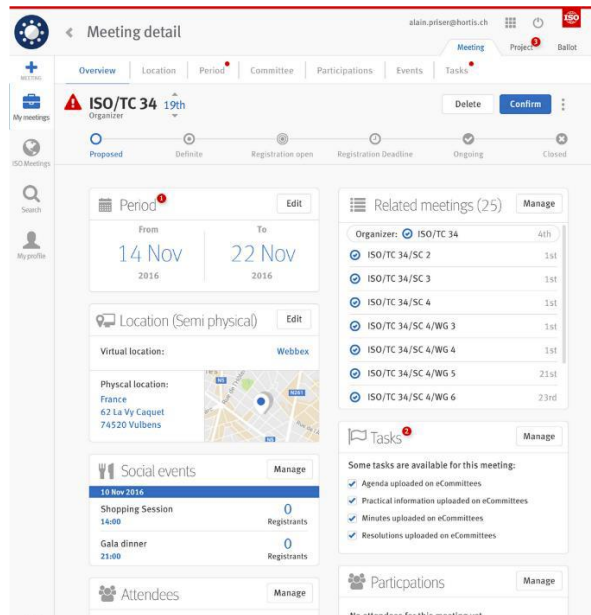
Will enable Secretaries/conveners and their support team to create and manage their meetings.

Will also handle participant registration by Members.

It has been available for Secretaries to use the Meeting Participation Platform to create any new meeting as of 01 April 2017.

For registration of participants by ISO Members, there will be a transition period, with registration of meeting participants in the platform becoming mandatory as of 01 October 2017.

New ISO Meeting Platform, cont'd



- User Guides for Meeting Platform available at: <https://login.iso.org/portal/>
- For TC and SC meetings, participants register by contacting their National Body so that they can coordinate their delegations
- Registered liaison contacts to TCs and SCs can self-register
- For WG meetings, experts and liaisons registered in the WG are able to self-register
- Guests are permitted for TC and SC meetings, interested parties should contact the national body
- Guests at WGs are not permitted*
- Questions with the platform? Contact helpdesk@iso.org or Andy --

**Thanks again for your contribution to
and participation in TC197!**

Andy Dryden– your TPM
dryden@iso.org

