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 Software & Systems Engineering
 Secretariat: CANADA (SCC)

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Title 15504-1 Process Assessment Part 1: Concepts and Vocabulary
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TABLE OF VOTING AND COMMENTS RECEIVED

“P” members	Approve	Disapprove	Abstain	Comments	Not voting
Australia		X		X	
Belgium					X
Brazil	X				
Canada	X				
China	X				
Czech Republic					X
Denmark	X				
Finland					X
France	X				
Germany	X				
Hungary					X
Ireland					X
Israel					X
Italy	x			X	
Japan		X		X	
Korea	X				
Netherlands	X				
Portugal					X
Romania	X				
Singapore					X
South Africa	X			X	
Spain					X
Sweden	X				
Switzerland			X		
UK	X			X	
Ukraine	X				
USA	X			X	
Thailand					X
TOTAL	15	2	1	6	11

LETTER BALLOT SUMMARY

“O” and “L” members commenting:

Country / Liaison				Comments	

Country	Comments
Australia	See attached
Italy	See attached"
Japan	See attached
South-Africa	See attached
UK	See attached
USA	See attached

		Balloted		document:	ISO/IEC JTC 1/SC 7 N2653 WD 15504-1		
				Vote:	Disapprove		
National Body ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text	
AUS		E	Table of Contents		It would be useful if the Table of Contents referenced the figures		
AUS		E	Introduction	Components of ISO/IEC 15504/second paragraph	be consistent with the naming of Parts in the same paragraph	Figure 2 shows a potential road map Part 3 provides guidance of the application of part 2 while part 5 is an exemplar assessment model compatible with the requirements of ISO/IEC 15504 (part 2).	
AUS		E	Introduction	eighth paragraph	replace 'influences' with 'affects' to avoid use of the same word twice in the same paragraph	This context affects how a competent assessor judges a practice when assessing its adequacy and influences the degree of comparability between process profiles.	
AUS		E	Introduction	fifth paragraph	include a punctuation mark '.'	The use of process assessment within an organization should encourage:	
AUS		E	Introduction	Figure-1	incorrect figure index on pg vii	Figure-2	
AUS		E	Introduction	fourth paragraph	include a punctuation mark ',' for clarity	For an organization to improve product quality, it must have a proven, consistent	
AUS		E	Introduction	Relationship to other International Standards	Refers only to ISO 9000 series. Appears incomplete.		
AUS		TL	Introduction	Table 1	Only the assessment sponsor is shown as being an audience of Part 1. Although the sponsor may find sections 4 & 5 useful, assessors, developers of assessment models and methods would need to be aware of the whole of Part 1, especially the vocabulary.		
AUS		E	Introduction	Table 1 - fifth row	include a punctuation mark at the end of a sentence	Developing process assessment modelsand the measurement framework as defined in ISO 15504-2.	
AUS		E	Introduction	third paragraph	include a punctuation mark at the end of each sentence for consistency	The framework for process assessment: - facilitates self-assessment; - provides a basis for use in process improvement and capability determination;	

National Body ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
AUS		E	1	first paragraph	remove a space before ','	It explains the requirements contained within ISO/IEC 15504, and their applicability to performing assessments.
AUS		TH	3		This document will carry the role of a central repository of terminology for the whole domain of process assessment. It would be of considerable use if the set of definitions was provided in a classified form, similar to that in ISO 9000:2000 and in the previous ISO/IEC TR 15504-9.	
AUS		TH	3		Given the importance of consistency in terminology, it would be of substantial value if an analysis of the terms defined, using the concept relationship diagrams employed in ISO 9000:2000 and ISO/IEC 15939, was provided as an Annex to	
AUS		TH	3	3.14	This definition is incorrect. There is no expression of capability in the Process Reference Model; this dimension of an Assessment Model is drawn from the Measurement Framework in Part	Reword.
AUS		TL	3	3.18	Defines customer as organization or person that receives a product. Does not subsequently define product- e.g. does it include service	
AUS		G	3	3.18	include a punctuation mark '!'	EXAMPLE: Consumer, client, end-user, retailer, beneficiary and purchaser.
AUS		TH	3	3.25	The definition of "process" has been changed in ISO 9000:2000. A decision should be taken, preferably in conjunction with WG7, as to whether to reflect this change in ISO/IEC 15504.	
AUS		E	3	3.25	The reference to ISO 8402 in this definition should be removed.	
AUS		TL	3	3.37	This term is now relevant only to Part 5, and should be modified to reflect this.	the set of processes in a Process Assessment Model comprising the functional aspects of the reference model of processes and process capability
AUS		TL	3	3.51	The reference to ISO 8402 in this definition should be removed. The reference should be to ISO 9000:2000.	

National Body ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
AUS		E	4	last paragraph	grammar	The assessment process contains at least five specifiedon a continuous basis using suitable tools for data collection and validation by a competent assessor.
AUS		E	4	second last paragraph	use alternative word for better reading	An assessment is carried out by assessing selected processes against the assessment module(s) chosen for the assessment.
AUS		E	4.1	first paragraph	include a punctuation mark '.' at the end of a sentence	ISO/IEC 15504 provides a framework forand support of products/services.
AUS		TH	4.1	Figure 2	The figure does not really reflect the relationships within ISO 15504 accurately. The nature of the "process dimension" needs to be clarified.	
AUS		E	4.1	Figure-2	incorrect figure index on pg 8	Figure-3
AUS		TL	4.2.1	Figure 3	In the "Process Reference Model" box, remove "Conformant or Compliant"	
AUS		TL	4.2.1	Figure 3	In the "Process Assessment Model" box, remove "Conformant"	
AUS		E	4.2.1	Figure-3	incorrect figure index on pg 9	Figure-4
AUS		E	4.2.1	Figure-4	incorrect figure index on pg 10	Figure-5
AUS		E	4.2.1	Paragraph 1	"Figure 4" should be "Figure 3"	
AUS		G	4.2.2	first paragraph	include a punctuation mark ',' for clarity	In order to maximize the repeatability, reliability and consistency of assessment, documented evidence justifying
AUS		G	4.3	first paragraph	remove 'other' to give better meaning; Capitals 'C' and 'A' for Competent Assessor for consistency	The Competent Assessor in a team has the pivotal role of ensuring that the team members collectively have the The Competent Assessor provides the necessaryand ratings made by the members of the team to ensure consistency of interpretation.
AUS		E	4.4	Figure-5	incorrect figure index on pg 11	Figure-6
AUS		E	4.5	Figure-6	incorrect figure index on pg 12	Figure-7
AUS		TL	4.5	Paragraph 2	"The guidance covers: ... - using the process performance and capability models as a framework for improvement". These "process performance and capability models" are not mentioned in the previous text/figures?	

National Body ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
AUS		TH	4.5 and 4.6	Figure-6 and Figure7	I consider the phase 'Assessment input' in both figures is somewhat confusing. If it is the same as the 'Assessment inputs' defined in 15504-2 4.4.2, then it should already include 'target capability' and 'target scope'.	
AUS		E	5.1.1	last line	remove unnecessary word	- has objective evidence retained that demonstrates the above conditions have been met.
AUS		E	5.1.2	first paragraph	Capitals 'C' and 'A' for Competent Assessor for consistency	The Competent Assessor is responsible for
AUS		E	5.1.2	last paragraph	clarity and consistency	The sponsor is also responsible for verifying that the Competent Assessor has the necessary competence and skills to perform The identity of the Competent Assessor is part of the assessment input.
AUS		E	5.1.3	first paragraph	Capitals 'C' and 'A' for Competent Assessor for consistency	When performing an assessment, the Competent Assessor is responsible
AUS		E	5.1.3	first paragraph - points 6, 7, 8	include a punctuation mark ';' at the end of each sentence	- the identity of the process assessment model; - the identity of the assessors; - the criteria for competence of the assessor who is responsible for the assessment;
AUS		E	5.1.3	last paragraph	reword for clarity and consistency	Guidance on reviewingThe assembly of the inputs themselvesguidance is contained in ISO/IEC 15504-4. Documentation ofand traceability provided to ensure that the verification of the necessary reviews have been performed.
AUS		E	5.1.3	second paragraph	use ',' instead of '-'	Some of the items, particularly assessment scope and constraints, contain a number of
AUS		E	5.1.5	last paragraph	use ',' instead of '-'	The simplest way in which these.....elements of the compatible model, including the indicators, to be embedded in an

National Body ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
AUS		E	5.1.5	second paragraph	remove unnecessary word 'that'; small letter 'a' for point 1; a punctuation mark at the end of point 1	ISO/IEC 15504-2 contains a number of requirements relating to indicators. These are: - a compatible processscope of the process assessment model;
AUS		TH	5.2		This needs expansion. The nature of Process Reference Models and an outline of requirements for these needs to be included as a separate	

			Balloted	document:	ISO/IEC JTC 1/SC 7 N2653 WD 15504-1	
				Vote:	Approve	
National Body ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
IT	1	E	Title		Should title be "Information Technology - Process" or rather "Software and System Engineering - Process Assessment...." ? There is much confusion on how SC7 documents should be titled.	
IT	2	GE	All		The text seems in general redundant. The concepts are repeated in more than one place without a clear structure rationale. The Introduction is too long and contains information which is repeated elsewhere.	
IT	3	GE		All figures	The numbering of figures is wrong. There is 2 figure 1 and all following figures seem to be numbered erroneously.	
IT	4	TL	3.51		Update definition with definition from ISO 9000:2000 instead of the old ISO 8402	
IT	5	E		Figure 2 (?)	Figure 2 (?) on page 8 is not clear and does not include reference to part 3 while the explanatory text refers also to part 3.	
	6			Figure 3 (?)	Figure 3 (?) on page 9 is titled "The major elements of the assessment process" while the text says that it illustrates "the context of a process assessment"	Align title of figure with explaining text.
IT	7	E		Figure 4 (?)	Figure 4 (?) on page 10 is not illustrated in the text.	Provide explaining text for the figure.
IT	8	E	4.2.2 & 5.1.5		Both section are titled "Assessment indicators" and are an example of redundant text as commented in first IT comment	

Disapprove

Member body	No	Clause/subclause	Paragraph/ Figure/ Table	Type of comment (e/g/e/gt/t/l/th)	Comment	Proposed change	Observations of the secretariat on each comment submitted
IPN	1	Introduction	-	GE	Part 1 Introduction has very large volume. ISO(JTC1) directive and does not suppose such large Introduction. Note: JTC1 Directives for Introduction:	Current Introduction is to be moved to newly created Appendix-A(Informative) Usage Guidance of ISO/IEC 15504.	
IPN	2	5		TH	This clause describes more specifically the same topics as the conformance clause of Part 2 and Part 3. Such description is, if necessary, to be provided by existing specific parts of Part 2 and Part 3.	Entire clause 5(from 5 to 5.2) is to be replaced with a short sentence as follows: "5 Conformance ISO/IEC 15504 contains three principal areas where conformance may be: . conformance of Process Reference Models; . conformance of Process Assessment Models; . conformance of process assessments. ."	
IPN	3	4.1	Fig.2	TH	Figure 2 is not clear.	Figure 2 is to be replaced with the figures in the separate file.	
IPN	4	3.13		TH	In 15504, an assessor is competent assessor or provisional assessor. An assessor who is not a competent assessor nor a provisional assessor can not exist. Such constraint is to be described.	Add following sentence: An assessor is a competent assessor or a provisional assessor.	
	5	3.15		TH	"Compatible" is not used now for this purpose.	The title should be changed to conformant assessment model. And the last phrase as "conformance to the reference model" should be change d to "conformance"	
	6	3.16		TH	Competent assessor must have an ability to perform conformant assessment itself	Description should be: "an assessor who has demonstrated the competencies to conduct an assessment and to monitor and verify the conformance of a process assessment.	
	7	3.17		TH	This phrase does not appear now in new Part 4.	Delete 3.17	
	8	3.23		TH	The word "subject" sometimes mean an entity who do something. So it is preferable to avoid such confusion.	Description should be: "the part of an organization that is assessed"	
	9	3.24		TH	1) The description of "an engineering and management activity" raises association with BP and GP. However BPs are not limited to engineering activities.. So such wording is not proper. 2) An practice may not result any work product or artifact.	Description should be: "an activity that contributes to the creation of any outcome of a process or enhances the capability of a process"	

Member body	No	Clause/ subclause	Paragraph/ Figure/ Table	Type of comment (e/g/e/g/t/t/l/th)	Comment	Proposed change	Observations of the secretariat on each comment submitted
	10	3.25		TH	Relationship between “purpose and outcome” approach and the definition of process is not clear.	Add following description: NOTE Each process is characterized with its purpose and outcome	
	11	3.51		TH	Supplier may provide service instead of product.	Description should be: Organization that provides a IT product and/or IT service to the customer	

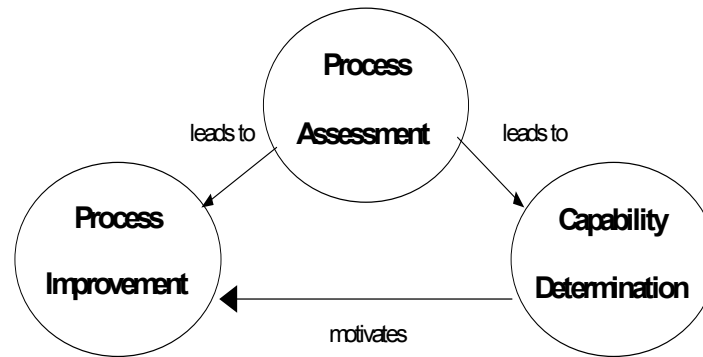


Figure 3 High level relationship of process improvement and process capability

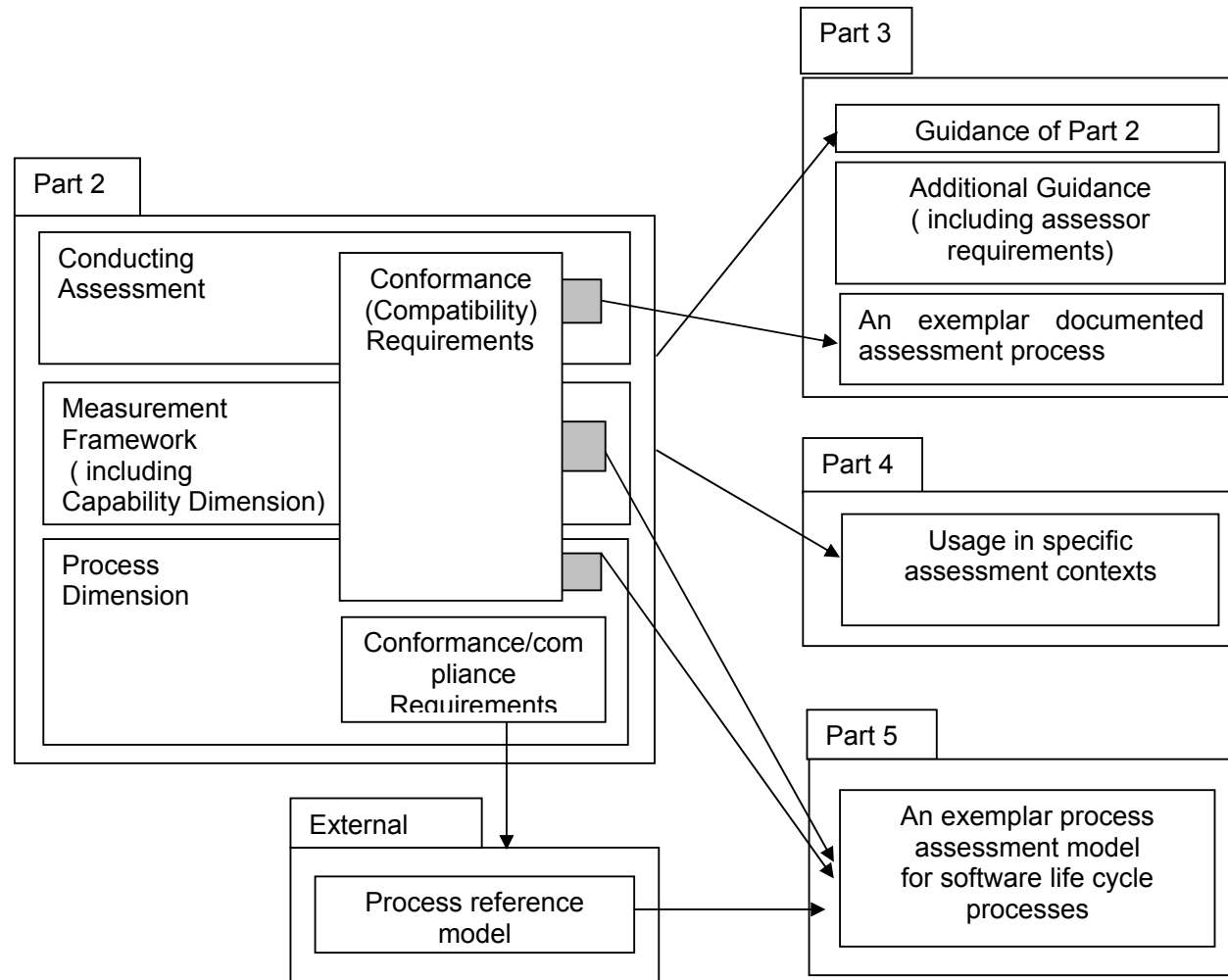


Figure 2 Overview of relationships of elements of ISO/IEC 15504

WG Mem ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
			Balloted	document:	ISO/IEC WD 15504-1	
				Vote:	Approve with comments	
ZAR	1	E	Field of application (page vii)	Figure 1	Figure incorrectly identified as figure 1 - should be figure 2	Figure 2 - Components of ISO/IEC 15504
ZAR	2	E	Intro	Components	Extra space	
ZAR	3	TL	Components of ISO/IEC 15504 (page viii)	Table 1	Part 1 is important for all classes of readers	Add part 1 to each cell in the "Suggested parts to be read" column
ZAR	4	E		Table 1	Remove 'TR' from 15504	
ZAR	5	E	Intro	Components	Extra space	
ZAR	6	E	1	1	Extra space	
ZAR	7	E	3,1		Remove 'TR' from 15504	
ZAR	8	E	3,13		Extra line	
ZAR	9	E	3.23 (page 3)	Note 1	Remove 'qv. From sentence. Abbreviation "qv.", or quad vide, meaning "which see", is unclear in the context of	coherent process context and operates
ZAR	10	E	4.1 General (page 8)	Figure 2	Figure incorrectly identified as figure 2 - should be figure 3	Figure 3 - Overview of relationships of elements of ISO/IEC 15504
ZAR	11		4,1	Figure 2	Incorrect reference to Part 2 under Assessment block and above 'used by' arrow	Part 3
ZAR	12		4,1	Figure 2	Bring clarity to 'is mapped against'	
ZAR	13		4,1	Figure	Horizontal line separating diagram is confusing - change to box around the bottom half of the drawing	
ZAR	14	E	4.1 (page 7)	1st paragraph	Full stop missing in last sentence.	and support of products/services.
ZAR	15	E	4.1 (page 7)	Last paragraph	ISO/IEC FCD 15504-2 does not contain a reference model.	Performing an assessment ... the reference model referred to in ISO/IEC 15504-2; ...
ZAR	16	E	4.2.1 The context of process measurement	Figure 3	Figure incorrectly identified as figure 3 - should be figure 4	Figure 4 - The major elements of the assessment process

WG Mem ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
ZAR	17	E	4.2.1 The context of process measurement	Figure 4	Figure incorrectly identified as figure 4 - should be figure 5	Figure 5 - Process assessment model relationships
ZAR	18	E	4.2.1 (page 10)	Figure 4	Figure 4 is not referenced anywhere in the text.	Add reference to figure
ZAR	19	E	4.2.2	2	Incorrect reference - change '15504-4'	15504-3
ZAR	20	E	4,3	2	Grammar - change 'validate that education'	validate education
ZAR	21	TL	4,4	Figure 5	Add Process Reference Model as input into Process Assessment	
ZAR	22	E	4.4 Process improvement context	Figure 5	Figure incorrectly identified as figure 5 - should be figure 6	Figure 6 - Process improvement
ZAR	23	E	4.4 Process improvement context	Figure 5	One of the inputs to "PROCESS IMPROVEMENT" is not capitalised, viz. "process improvement request"	Process improvement request
ZAR	24	E	4.5 Process capability determination context	Figure 6	Figure incorrectly identified as figure 6 - should be figure 7	Figure 7 - Process capability determination
ZAR	25	E	4,5	1	Grammar - change 'in the ISO/IEC'	in ISO/IEC
ZAR	26	TL	4,5	Figure 6	Add Process Reference Model as input into Process Assessment	
ZAR	27	E	5.1.1 Overview of the requirements	Paragraph 3, second bullet	The systems engineering standard is referred to first, but identified second.	if the process reference model(s) includes system or software engineering processes then the relationship of these processes with ISO/IEC 15288 or ISO/IEC 12207 AMD 1 shall be defined.
ZAR	28	E	5.1.3	3	Referencing - change 'part 4'	ISO/IEC 15504-4
ZAR	29	E	5.1.4	1	Missing word - 'must established'	must be established
ZAR	30	E	5.1.4 Selecting processes for assessment	Paragraph 1	Missing "be"	Correspondence must be established . . .

WG Mem ID	ID	Category (TH, TL, E, G)	Clause, Sub-clause	Paragraph, Figure, Table	Comment and rationale	Proposed new text
ZAR	31	E	5.1.6 Reporting assessment results	Paragraph 1	"conformant"	One of the main reasons for conducting a conformance assessment . . .

				ISO/IEC JTC 1/SC 7 N 2653 (WD/CD 15504-1)		
				Approve (with comments)		
Document eg part 1, part 2 etc	No.	Comment Category (TH, TL, E, G)	Clause, Sub-clause	Rationale for change	Proposed new text	Disposition
MB	1	TH	Introduction - Page vii final paragraph	ISO 15504 is intended for use by organisations for the assessment of the capability of potential suppliers. It is therefore to be expected that organisations will wish to perform an assessment once per supplier rather than for every contract. This will lead to second party certification. Also several sections in Pt 4 use terminology which can be read as meaning certification. these are 7.2.4 "... or could have been produced by a previous independent assessment." 7.2.6 "...or class of contracts." With this in mind Note 1 should be deleted or re-worded to allow certification.registration using 15504. This is in line with the current position in the USA on CMM where we understand that a third party certification industry	Delete or re-word as follows. "ISO/IEC 15504 may be used in a scheme for the certification/registration of the process capability of an organization.	
UK	E		4.5 3rd paragraph.	The first sentence is complex and difficult to understand. Suggest that it is re-written to make it clearer.	The specified requirement is translated into:- 1) a target capability that represents the required process capability. 2) the process assessment input that will scope the process assessment.	
UK	2	TH	4.5 3rd paragraph.	This paragraph appears to be in conflict with Pt 4 Para. 4.1.3. When one organisation is using the standard to assess the processes of a potential contractor specifically for a contract then the paragraph could be used as it stands. However where the assessment is used to assess capability for a number of contracts which may have different capability requirements it needs to be modified or an additional paragraph added. Suggests additional paragraph is added as given.	Alternatively the results of an assessment can be used for several different contracts, or the comparison of several contenders for a contract. Where this is being undertaken it will be necessary to assess all processes to determine actual capability. The process assessment input will identify the scope of the assessment as being for this purpose. The process assessment input will not state the highest capability level to be assessed for each selected process, as the intent of the assessment will be to determine actual capability rather than target capability. The assessed capability will, when compared with the customers required capability level, aid in the identification of process risk identification and management and supplier selection.	

		Balloted	document:	ISO/IEC JTC 1/SC 7 N2653 WD 15504-1		
			Vote:			
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US	1	E	Introduction - Overview	Page v - Fourth Paragraph	Current sentence is misleading.	Replace the sentence beginning "For an organization to improve..." with "One method for an organization to improve its products' quality is through the use of a proven, consistent, and reliable method for assessing the state of its processes and using the results as part of a coherent improvement programme."
US	2	E	Introduction - Overview	Page v - Sixth Paragraph	Current sentence makes an unsubstantiated claim about the future.	Delete the sentence beginning "This will result in capable organizations...".
US	3	E	Introduction - Overview	Page v - Seventh Paragraph	As currently worded, the sentences makes unsubstantiated claims.	Change the phrase "Purchasers will benefit" to "Purchasers may benefit"; change the phrase "Its use in capability determination will" to "Its use in capability determination can".
US	4	E	Introduction - Overview	Page vi - Second Paragraph (bulleted list of	Current sentence is misleading.	Delete the first, fourth, and fifth list items.
US	5	E	Introduction - Field of application	Page vi - Penultimate paragraph	Unnecessary verbiage.	In the second sentence, delete the phrase "in the light of the organization's business needs".
US	6	E	Introduction - Field of application	Page vi - Last paragraph	First sentence is currently misleading.	Change the phrase "in order to identify the risks" to "in order to identify some of the risks".
US	7	E	Introduction - Field of application	Page vii - Figure 1	Figure identification is incorrect.	Change "Figure 1" to "Figure 2".
US	8	E	Introduction - Components of ISO/IEC 15504	Page ix - Part 2 - First paragraph - last sentence	Incorrect statement. Process capability levels are numbered 0 to 5 inclusive for six distinct levels.	Change "five process capability levels" to "six process capability levels".
US	9	E	Clause 3 - Terms and definitions	First paragraph	When published, this will be a standard, not a TR.	Change "ISO/IEC TR 15504" to "ISO/IEC 15504".

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US	10	E	Clause 3.1 - assessed capability	First paragraph	When published, this will be a standard, not a TR.	Change "ISO/IEC TR 15504" to "ISO/IEC 15504-2".
US	11	TL	Clause 3.30 - process capability	First paragraph	Current definition should be enhanced for added clarity.	Change current definition to be "the ability of a process to achieve a required goal or contribute (along with other processes) to the achievement of a required goal".
US	12	TL	Clause 3.38 - process improvement	First paragraph	Current definition should be enhanced for added clarity.	Change the current definition to be "action taken to change an organization's processes so that they more effectively or more completely contribute to meeting the organization's business needs and to achieving its business goals"; add the following Note to the definition: "NOTE A change to an organization's business needs or goals may require the organization to implement process improvements in order to maintain a previously achieved process capability level."
US	13	E	Clause 3.42 - process outcome	First paragraph and NOTE	Clarity and understanding.	In the definition, delete the phrase "of the successful implementation"; in the Note, replace the word "principal" with the word "desired".
US	14	E	Clause 3.50 - standard process	Note 1, second sentence	Current sentence is misleading.	Change the word "essential" to "desirable".
US	15	E	Clause 3.51 - supplier		Add Note 4 for completeness.	Add the following note: "Note 4 The customer can be either internal or external to the
US	16	E	Clause 3.52 - tailoring guideline	Note 1, second sentence	Clarity and understanding.	Change the phrase "For example, a project tailors its defined process from the organization's set..." to "For example, a project creates its defined process by tailoring the organization's set...".
US	17	E	Clause 4.1 General	Figure on page 8.	The figure does not seem to make it easier to understand the relationships between and among the elements/documents in ISO/IEC 15504. However, if the figure remains, then the identification should be changed to figure 3 (instead of figure 2).	

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US	18	E	Clause 4.1 General	Last paragraph - bulleted list of three items	Delete the first list item as it is not consistent with all of the other references and descriptions of the purpose for doing an assessment.	Delete list item "to promote an understanding of the organisation's process".
US	19	TL	Clause 4.2.1	First figure (page 9)	The figure does not show "data" as an input to the Assessment Process even though the Assessment Process includes Data Collection and Data Validation.	Add a box with "Data" and provide it as an input to the Assessment Process oval.
US	20	E	Clause 4.2.1	First figure (page 9)	The figure identification is currently wrong.	If none of the previous figures are deleted, then this figure identification should be changed from "Figure 3" to "Figure 4".
US	21	E	Clause 4.2.1	Second Figure in this clause ("Figure 4" on page 10)	Figure identification is incorrect.	If none of the previous figures are deleted, then this figure identification should be changed from "Figure 4" to "Figure 5".
US	22	E	Clause 4.2.1	Penultimate paragraph	There is no reference in the text to the last figure.	At the end of the sentence beginning "The two-dimensional model consists of...", add the words "as depicted in Figure 5".
US	23	TL	Clause 4.2.1	Last paragraph - Last sentence	An assessment and its resultant process profiles represent a snapshot in time. Having gathered evidence of meeting a particular capability level for one process today and another process next month does not imply that an overall capability level was ever satisfactorily achieved by an organization.	In the last sentence, delete the word "either" and delete everything from the semicolon through the end of the sentence.
US	24	E	Clause 4.4	Figure on page 11.	Figure identification is incorrect.	Change "Figure 5" to "Figure 6".
US	25	E	Clause 4.5	Figure on page 12.	Figure identification is incorrect.	Change "Figure 6" to "Figure 7".
US	26	E	Clause 4.5	Figure inputs	Must be consistent with resolution of inputs to the process assessment task in preceding figure.	
US	27	E	Clause 5.1.4	First paragraph, second sentence	Clarity and understanding.	Change the beginning of the sentence from "Correspondence must established between..." to "Correspondence must be established between..."

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US	28	E	Clause 5.1.	Last paragraph, last sentence	Clarity and understanding.	Replace the last sentence with the following two sentences: "This record will also include additional information collected as part of the assessment. The assessment record is a required input to the process improvement or process capability determination activities for which the assessment was performed."