



ISO/IEC JTC1/SC7  
Software and Systems Engineering  
Secretariat: CANADA (SCC)

## ISO/IEC JTC1/SC7 N3062

2004-05-16

<b>Doc. Type</b>	Resolutions
<b>Title</b>	Resolutions - Brisbane Plenary, May 09-14 2004.
<b>Source</b>	JTC1/SC7 Secretariat
<b>Project</b>	
<b>Status</b>	Final
<b>References</b>	
<b>Action ID</b>	FYI or ACT
<b>Due Date</b>	
<b>Mailing Date</b>	
<b>Distribution</b>	SC7_AG, JTC1 Sec.
<b>Medium</b>	Acrobat
<b>No. Of Pages</b>	20
<b>Note</b>	

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**RESOLUTIONS**  
**ISO/IEC JTC1/SC7- SOFTWARE and SYSTEMS ENGINEERING**  
 Brisbane, Queensland, Australia - 2003-05-14

NOTE:        *ALL RESOLUTIONS HAVE BEEN ADOPTED UNANIMOUSLY UNLESS OTHERWISE NOTED.*

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## ORGANIZATION

### Appointment of SC7 Chair

755	ISO/IEC JTC1/SC7 endorses the reappointment of Mr. François Coallier for a third term as Chairman and mandates its Secretariat to communicate this to JTC1 with the Canadian NB nomination (Documents SC7 N2919).
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### Appointment of Conveners

756	<p>JTC 1/SC7 appoints or reappoints the following Conveners:</p> <ul style="list-style-type: none"> <li>• Richard Hodgkinson (UK) for WG2</li> <li>• Marie O'Neill (Ireland) for WG12 (SC7 N3023)</li> <li>• Roger Wittlock (Sweden) for WG21</li> <li>• David Kitson (US) for WG22</li> <li>• Alec Dorling (UK) for WG10</li> <li>• Dan Lee (Korea) for WG4</li> </ul>
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### Appointment of Project Editors

757	<p>JTC1/SC7 appoints the following editors:</p> <ul style="list-style-type: none"> <li>• Mr. Timo Varkoi (Finland) as sub project editor of ISO/IEC 15504-5</li> <li>• Ms. Terry Doran (USA) as interim editor of ISO/IEC 12207</li> <li>• Mr. Jean-Marc Desharnais (Canada). as co-editor of 25020 Measurement reference model and guide</li> <li>• Mr. Kazuhiro Esaki (Japan) <u>and Mikael Stenius</u> as co-editors of 25030: Quality requirements and guide</li> <li>• Mr. Michael Kress (USA) and Juan Carlos Granja-Alvarez (Spain) as co-editors of 12119: Requirements for quality of COTS and instructions for testing</li> <li>• Mr. Eric De Pauw (Canada) and Dr. Byung Gul Lee (Korea) as co-editors for project "Requirement Engineering Tool Requirements"</li> <li>• Mr. Kazunori Shioya (Japan) as co-editor for project 15940</li> </ul> <p>IEEE-CS is invited to nominate a project editor for the Vocabulary project of WG22.</p>
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### Liaison Officers

758	<p><b>INTERNAL LIAISON OFFICERS</b></p> <p>JTC1/SC7 reaffirms the importance of liaison with the following committees, to be established or confirmed as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">ISO TC176/SC2</td> <td>Mr Shigenobu Katoh (Japan)</td> </tr> <tr> <td>ISO TC176/SC2 alternative</td> <td>Mr. Robert Marshall (Canada)</td> </tr> <tr> <td>ISO TC176/SC3</td> <td>Mr Shigenobu Katoh (Japan)</td> </tr> <tr> <td>IEC TC 56</td> <td>OPEN</td> </tr> <tr> <td>IEC TC65/SC65A</td> <td>OPEN</td> </tr> <tr> <td>IEC TC 62</td> <td>OPEN</td> </tr> <tr> <td>ISO TC 120</td> <td>OPEN</td> </tr> <tr> <td>ISO TC 159/SC4</td> <td>Dr. Jonathan Earthy (UK)</td> </tr> <tr> <td>ISO TC 176/SC1</td> <td>Ms. Victoria Hailey (Canada)</td> </tr> <tr> <td>ISO TC184/SC5</td> <td>Mr Terry Rout (Australia)</td> </tr> <tr> <td>ISO TC210</td> <td>Mr. Alec Dorling (UK)</td> </tr> <tr> <td></td> <td>Mr. Sherman Eagles (USA)</td> </tr> <tr> <td>ISO/IEC JTC1/SC27</td> <td>OPEN</td> </tr> <tr> <td>ISO/IEC JTC1/SC32</td> <td>Mr Jean Bérubé (Canada)</td> </tr> </table>	ISO TC176/SC2	Mr Shigenobu Katoh (Japan)	ISO TC176/SC2 alternative	Mr. Robert Marshall (Canada)	ISO TC176/SC3	Mr Shigenobu Katoh (Japan)	IEC TC 56	OPEN	IEC TC65/SC65A	OPEN	IEC TC 62	OPEN	ISO TC 120	OPEN	ISO TC 159/SC4	Dr. Jonathan Earthy (UK)	ISO TC 176/SC1	Ms. Victoria Hailey (Canada)	ISO TC184/SC5	Mr Terry Rout (Australia)	ISO TC210	Mr. Alec Dorling (UK)		Mr. Sherman Eagles (USA)	ISO/IEC JTC1/SC27	OPEN	ISO/IEC JTC1/SC32	Mr Jean Bérubé (Canada)
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	The ISO/IEC JTC1/SC7 Secretariat will send a letter to the Secretariats of the aforementioned committees to communicate officially this resolution and will copy the Advisory Group.
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759	JTC1/SC 7 instructs its secretariat to do whatever is necessary to establish a category C liaison between WG2 and INTECOM (the International Council for Technical Communication) and to send to JTC1 the statement of benefits (N3045) for endorsement. If this liaison is approved JTC1/SC7 mandates its secretariat to nominate Margery Watson (NZ) as liaison officer
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### **Resolution regarding Liaison with IEEE Computer Society**

760	ISO/IEC JTC1/SC7 notes that the “Vision of Liaison Outcomes” (07N2742) was approved without negative ballots in March 2003 (07N2803) and has played a useful role in providing direction for the liaison relationship between the IEEE Computer Society and SC7. To maintain the currency of the plan, SC7 approves the updates to the plan proposed in 07N3020 and requests that its Secretariat prepare and distribute a document containing the updated plan.
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### **Resolution regarding Fast-Track of IEEE Std 2001**

761	Noting that IEEE Std 2001 – IEEE Recommended Practice for the Internet—Web Site Engineering, Web Site Management, and Web Site Life Cycle was informally circulated for comment by SC7 Member Bodies (N2907) and drew no adverse comment, ISO/IEC JTC1/SC7 invites the IEEE Computer Society to submit IEEE Std 2001 for fast-track balloting as an ISO/IEC standard. Any comments received from the fast-track DIS ballot will be formally disposed by a representative of the SC7 Secretariat by deferring them and using them as the basis for a coordinated revision project conducted in accordance with N2860
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### **Resolution regarding changes to the PAS process**

762	JTC 1/SC 7 notes the Australian proposal 07N3053 for changes to the PAS process and requests the secretariat to distribute it to SC7 for review and comment
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## WORK PROGRAM

### Work Items

763	JTC1/SC7 instructs its Secretariat to issue a combined WD, CD Registration and CD ballot of WD 14143-6 <i>Information technology — Software measurement — Functional size measurement — Part 6: Guide for use of ISO/IEC 14143 series and related international standards</i> provided that the above document meets the requirements for CD ballot and when it is received by the Secretariat with the appropriate documentation.
764	JTC1/SC7 instructs its Secretariat to distribute for DCOR ballot SC7N3055 - Technical Corrigendum 1 to ISO/IEC 13235   ITU-T Recommendation X.952 Information Technology—Open Distributed Processing—ODP Trading Function. JTC1/SC7 instructs its Secretariat to send (after successful SC7 balloting) the document to ITU-T SG 17 for balloting as per the procedures for joint JTC1 and ITU-T projects.

765	JTC1/SC7 instructs its Secretariat to send for a combined WD circulation, CD Registration and CD ballot the following documents: <ul style="list-style-type: none"> <li>• ISO/IEC 15909-2 - High-level Petri Nets - Transfer Format</li> <li>• ISO/IEC 19793 - Use of UML for ODP system specifications</li> </ul> If the above documents meet the requirements for CD ballot and when they are received by the Secretariat
766	JTC1/SC7 instructs its Secretariat to do whatever is necessary to change the title of “ISO/IEC 12119: Software Engineering - Software product evaluation - Requirements for quality of Commercial Off-The-Shelf software product (COTS) and instructions for testing” to “Software Engineering - Quality requirements and testing instructions for Commercial Off-The-Shelf software (COTS)”, in order to keep consistency with the current ISO/IEC 12119 title, Quality requirements and testing
767	JTC 1/SC7 instructs its Secretariat to do whatever is necessary to change ISO/IEC 25021: Software engineering - Software product Quality Requirements and Evaluation (SQuaRE) - Measurement primitives from International Standard to Technical Report Type 2
768	JTC 1/SC7 invites the IEEE Computer Society to submit IEEE Std 1220-Systems Engineering Process to JTC 1/SC 7 for fast-track ballot at the completion of the current revision project. Any comments received from the fast-track DIS ballot will be formally disposed by a representative of the SC7 Secretariat by deferring them and using them as the basis for a coordinated revision project conducted in accordance with N2860.
769	JTC1/SC7 instructs its secretariat do whatever is necessary to change the title, scope and purpose statement of ISO/IEC 15289 as follows: <ul style="list-style-type: none"> <li>• Expand the scope to include information products (documentation) resulting from the systems engineering life cycle process.</li> <li>• Change the title to Systems and software engineering—Content of systems and software life cycle process information products (Documentation).</li> <li>• Revise the purpose statement to "Guide users of ISO/IEC 12207 (and amendments), Information technology — Software life cycle processes, and ISO/IEC 15288:2002 Systems engineering — System life cycle processes, in identifying and planning the specific information items to be produced during systems and software life cycles".</li> </ul>
770	JTC1/SC7 instructs its Secretariat to do whatever is necessary to change the name of its project IS 15026 from “System and software integrity levels” to “Systems Engineering - Software and system assurance” to make it consistent with the new JTC1/SC7/WG9 Terms of Reference.

771	JTC1/SC7 instructs its Secretariat to circulate a combined WD circulation, CD Registration and CD Ballot of WG9 N2657 – ISO/IEC 15026 if the document meets the requirements for CD ballot and when it is received by the Secretariat with the appropriate documentation
772	JTC1/SC7 instructs its Secretariat to notify ITTF of a one year delay in submitting ISO/IEC 15414:2002/ Amd 1, Amendment 1 to ODP – Enterprise Language for ballot. The JTC1/ITU-T procedures for joint project require prior approval by ITU-T, and it was not possible to synchronize completion of the work with this year's ITU-T meeting and ballot cycle
773	ISO/IEC JTC1/SC7 approves the disposition of comments (07N3034) on the ballot of DTR 19759 -Guide to Software Engineering Body of Knowledge. SC7 requests the project editor to complete copy-editing of the draft document (07N3035) and authorizes the editor to submit it for publication.
774	JTC 1/SC7 instructs its secretariat to establish an Harmonization Steering Committee for the 12207 and 15288 harmonization project with membership of Doug Thiele (Chair), Anatol Kark (Canada), Garry Roedler (USA), Johan Bendz (Sweden) to provide management oversight of, and guidance for, the project in accordance with the Harmonization Steering Committee charter 07N3044
775	JTC 1/SC 7 modifies its implementation of Resolution 721 of the Montreal Plenary by naming the following membership of the Harmonization Editorial Team: <ul style="list-style-type: none"> <li>• Alain Faisandier (France) – Project Editor</li> <li>• Jerry Lake (INCOSE) – Co-editor</li> <li>• Terry Rout (IEEE-CS) – Co-editor</li> <li>• Stuart Arnold (UK) – Co-editor</li> <li>• Terry Doran (USA) – Co-editor</li> </ul>
776	JTC1/SC 7 instructs its Secretariat to request the IEEE Computer Society to make IEEE Standard 1063 - IEEE Standard for Software User Documentation available to the SC 7 Secretariat and SC 7 Member Bodies for use as a base document in the revised work program of WG 2
777	JTC 1/SC 7 thanks IEC SC 56 for the opportunity to review IEC CDV 61160, Ed. 2: Design Review (56/932/CDV) (SC7 N3015). JTC 1/SC 7 has reviewed the document and considers that further technical development is required. Technical comments on the contents of the standard are in document 07N3047
778	JTC 1/SC 7 recommends that the systematic reviews of ISO 9001 and ISO 9004 take into account a need for reference to ISO/IEC 15288 as described in SC7 N3046 and instructs its Secretariat to communicate these comments to ISO/TC 176.
779	JTC 1/SC 7 instructs its secretariat to send to TC210 secretariat its comments (SC7 N3051) on IEC CD 62304.2 “Medical Device Software – Software Life Cycle Processes”

## NWI

780	JTC1/SC7 instructs its Secretariat to circulate, once available, a New Work Item Proposal on Software engineering - Data quality for a three month letter ballot. If and when the NP is approved, JTC1/SC7 instructs its Secretariat to assign the project to WG6. Domenico Natale (Italy)
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781	<p>JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents on a Standard Metamodel for Software Development Processes.</p> <p>If and when the NP is approved, JTC 1/SC 7 instructs its Secretariat to:</p> <ul style="list-style-type: none"> <li>• Assign the project to Working Group 19.</li> <li>• Appoint as Project Co-Editors Dr. Brian Henderson-Sellers (Australia) and Dr Cesar Gonzalez-Perez (Australia).</li> </ul> <p>Support for this work item has been indicated by Canada, Japan, Australia and possibly United Kingdom, France, Germany and USA.</p>
782	<p>JTC1/SC7 invites the US National Body to fast-track the Common industrial format for usability test report (ANSI NCITS 354-2001) (SC7 N2995). Comments from the fast-track, if any, will be disposed of by SC7/WG6.</p>
783	<p>JTC 1/SC 7 instructs its secretariat to propose to the IEEE Computer Society to draft a New Work Item Proposal on behalf of SC 7, for the revision of ISO/IEC TR 16326 to become an International Standard. The NP should include the following provisions:</p> <ul style="list-style-type: none"> <li>• The base documents are ISO/IEC TR 16326 and IEEE Std 1058 - IEEE Standard for Software Project Management Plans.</li> <li>• The overall form of the standard should be similar to that of TR 16326.</li> <li>• Material related to software project management planning should be incorporated from IEEE Std 1058.</li> <li>• The project would be coordinated with the IEEE Computer Society under the terms of the coordinated development process (sections 3 and 4 of SC 7 N2860).</li> <li>• The standard should harmonize with ISO/IEC 12207:1995 and its Amendments, ISO 10006:2003, the 2000 Project Management Body of Knowledge (anticipating the forthcoming PMBOK:2004), and ISO/IEC TR 19759.</li> </ul> <p>The JTC 1/SC 7 Secretariat is requested to submit the NP for letter ballot. If this NWI is approved, JTC1/SC7 instructs its Secretariat to assign the work to WG7.</p> <p>JTC 1/SC 7 notes the eventual need to develop a system-level project management standard at an appropriate point during the current system/software harmonization efforts.</p> <p>The IEEE Computer Society is requested to contribute IEEE Std 1058 for use in the coordinated development and is invited to nominate a project editor for the project.</p>
784	<p>JTC 1/SC 7 welcomes the BSI proposal to fast-track its BS 15000 series of standards. These standards address important industrial needs and would complement the JTC 1/SC 7 collection.</p> <p>After an initial review of the BS 15000 standards, JTC 1/SC 7 notes that some work is required to harmonize the BS 15000 documents with its collections as well as other ISO standards (see document 07N3048). JTC 1/SC 7 mandates its Chairman to negotiate with the UK national body to determine the proper process to achieve this harmonization. This process may include modifications by BSI as per SC 7 comments or initiation of new work at SC 7 with the BS 15000 as base documents.</p>
785	<p>JTC 1/SC7 instruct its Secretariat to circulate for letter ballot a New Work Item Proposal (S07N3043) for the creation of a set of guidelines to facilitate the application of Quality Management Systems for use by those persons / organizations using ISO 9001:2000 (Quality Management Systems) and ISO/IEC 15288 (System Life Cycle Processes).</p> <p>If this NWI is approved, JTC 1/SC7 instructs its Secretariat to assign the NWI to a new WG23. Mr. Shigenobu Katoh (Japan) is appointed as the Convener of this NWI subject to National Body confirmation</p>

## Study Groups

### Study Group to review IS 14143-1:1998 Information Technology – Software Measurement - Functional size measurement – Definition of Concepts.

786	<p>JTC1/SC7 receives the report of its Study Group on (07N2993R2) and authorizes WG12 to immediately initiate action to correct editorial defects &amp; technical defects under provisions of Clause 15.4 of the JTC1 Directives.</p> <p>Pam Morris continues as project editor of 14143-1. Carol Dekkers is appointed as defect editor supported by an editorial team consisting of the members of WG12.</p> <p><b>Note:</b> Document 07N3042 (WG12\BRIS027) contains the candidate Change Requests which were considered by WG12 as meriting consideration by the editorial team.</p>
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### Study Group on System Life Cycle Process Assessment Model

787	<p>JTC 1/SC7 instructs its Secretariat to extend the study group on System Life Cycle Process Assessment Model (resolution #732) for an additional year.</p> <p>The terms of reference of this Study Group are to:</p> <ul style="list-style-type: none"><li>• Make recommendations regarding a project to create an International Standard that defines a System Life Cycle Process Assessment Model for use in ISO/IEC 15504-compliant assessments.</li></ul> <p>The Study Group shall take into consideration:</p> <ul style="list-style-type: none"><li>• The software and systems life-cycle harmonization work currently done by WG7</li><li>• The UK contribution on Software and Systems Quality Framework (SC7N2845)</li><li>• The existing 15504 standards and working documents</li><li>• ISO PAS 18152 - assessment of human-system issues during the life cycle of a system.</li></ul> <p>Its membership will consist of:</p> <p style="text-align: center;">Alec Dorling (UK), Jean-Philippe Lerat (France), Harold Lawson (Sweden), Kiyoshi Ogawa (Japan), Marcelo S.P.Pessoa (Brazil), Garry Roedler (US), Matthew Young (Australia), Alastair Walker (South Africa)</p> <p>Additional members can be added until 2004-09-15. Nominations must be sent to the SC7 secretariat.</p> <p>This study group will be chaired by Stuart Arnold (UK) and will submit a report to SC7 by 2005-02-15.</p> <p>The study group meetings will be co-located with WG7 and WG10.</p>
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## Study Group on Non-Developed Components

788	<p>JTC 1/SC7 instructs its Secretariat to establish a study group to.</p> <ul style="list-style-type: none"> <li>▪ Investigate the possibility of additional standards or guidance in the area of Non-Developed Code, including COTS and Open Source Software (OSS).</li> </ul> <p>The study group shall coordinate with WG21, Asset Management. At a minimum, the study group should consider a technical report providing some guidance.</p> <p>The Study Group shall take into consideration:</p> <ul style="list-style-type: none"> <li>• COTS, open source software (OSS), and reuse, with issues related to interoperability, evolution, how non-developed code was developed, integration, liability, obsolescence</li> <li>• The current standard 12119 on COTS product, along with IEEE standards regarding reuse.</li> <li>• IEEE Std 1517, Software Reuse Processes</li> </ul> <p>Its membership shall consist of:</p> <p style="padding-left: 40px;">Susan Burgess (USA), Gilbert Le Gall (France), Jonathan Earthy (UK), Antonia Jeanrenaud</p> <p>Additional members can be added until 2004-09-15. Nominations must be sent to the SC7 secretariat.</p> <p>This study group will be chaired by Cheryl Jones (USA) and will submit a report by 2005-04-15. The IEEE-CS is requested to contribute IEEE Std 1571 for study purposes.</p> <p>The study group meetings will be co-located with WG7.</p>
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## Study Group on Architectures

789	<p>JTC 1/SC7 instructs its Secretariat to establish a study group to:</p> <ul style="list-style-type: none"> <li>• Investigate the possibility of additional standards or guidance in the area of Architectures.</li> <li>• Assess how SC7 standards address architecture and architecture management issues and come with recommendations.</li> </ul> <p>The Study Group shall take into consideration:</p> <ul style="list-style-type: none"> <li>• IEEE Std 1471 - IEEE Recommended Practice for Architectural Description of Software Intensive Systems</li> <li>• The ODP standards</li> <li>• Other relevant ISO standards</li> </ul> <p>The study group shall make recommendations on changes to existing standards/guidance and/or the creation of new standards or TR.</p> <ul style="list-style-type: none"> <li>• Its membership will consist of: :             <ul style="list-style-type: none"> <li>○ Bud Lawson (Sweden)</li> <li>○ Stuart Arnold (UK)</li> <li>○ Motoei Azuma (Japan)</li> </ul> </li> </ul> <p>Additional members can be added until 2004-09-15. Nominations must be sent to the</p>
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	<p>SC7 secretariat.</p> <p>IEEE-CS is requested to contribute IEEE 1471 standard for study purposes.</p> <p>This study group will be chaired by Cheryl Jones and will submit a report by 2005-04-15.</p> <p>The study group meetings will be co-located with WG7.</p>
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### Study Group on Revision of ANSI NCITS 354-2001

790	<p>JTC1/SC7 instructs its Secretariat to establish a study group to investigate the possibility of enlarging the scope of ANSI NCITS 354-2001, American National Standards for Information Technology - Common Industry Format for Usability Test Report.</p> <p>The terms of reference of this Study Group is to:</p> <ul style="list-style-type: none"> <li>• study to enlarge the scope as for Common Industry Format for Quality Test Report,</li> <li>• review ANSI NCITS 354-2001, American National Standards for Information Technology - Common Industry Format for Usability Test Report from the view of harmonization with ISO/IEC 25000 (SQuaRE) series documents.</li> </ul> <p>Its membership will consist of Nigel Bevan.</p> <p>Additional members can be added until 2004-06-30. Nominations must be sent to the SC7 secretariat.</p> <p>This study group will be chaired by Ms. Mary Theofanos and will submit a report by 2005-02-15.</p>
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### Study Group on User Documentation Standards

791	<p>JTC 1/SC7 instructs its Secretariat to extend the study group to determine an appropriate relationship structure for user documentation Standards for an additional year (Montréal resolution 729).</p> <p>The terms of reference for the group are</p> <ul style="list-style-type: none"> <li>• to show the relationships between the existing and potential International Standards on software user documentation. The structure would be related to a potential new business plan for WG2 and will take into account liaison with the IEEE Computer Society.</li> </ul> <p>The group will submit its report by 2005-02-15.</p> <p>Professor Yamamoto (Japan) shall lead the group. Its membership shall consist of:</p> <p>Richard Hodgkinson (UK), Annette Reilly (USA), Tom Kurihara (USA), Phil Cohen (Australia), Annette Calkin (Germany), Alastair Walker (South Africa), Professor Sooyong Park (Korea), James Moore (IEEE)</p> <p>The study group will meet electronically.</p>
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## Proposal to continue for an additional year the Study Group on the revision of ITU-T Rec. X.901-4|ISO/IEC 10746 Reference Model of Open Distributed Processing

792	JTC1/SC7 accepts SC7 N3056 (19BRI-019) (Terms of reference) as interim status report and instructs its Secretariat to extend the study group established by resolution 731 of the Montreal plenary for one year. SC7 also instructs its Secretariat to distribute SC7 N3056 (Terms of reference) and SC7 N3054 (19BRI-020) (Study Group announcement) to SC7 and forward copies to ITU-T and OMG.
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## Study Group on Certification

793	<p>JTC1/SC7 instructs its Secretariat to establish a Study Group to consider the subject of standards and/or technical reports for professional certifications of software engineers. In performing its work, the study group is authorized to request the IEEE Computer Society to contribute study materials related to its Certified Software Development Professional (CSDP) certification.</p> <p>The terms of reference of this Study Group are to consider:</p> <ul style="list-style-type: none"> <li>• A “task analysis”, referenced to ISO/IEC 12207, describing the work activities that software engineers should be qualified to perform.</li> <li>• A “test specification”, referenced to ISO/IEC TR 19759, describing the knowledge that software engineers should master.</li> <li>• Harmonization with any existing ISO standards concerning personnel certification.</li> <li>• Coordinated development with the IEEE Computer Society under the terms of SC7 N2860.</li> <li>• Provisions enabling nations to write culturally appropriate examinations and operate culturally appropriate certification programs.</li> <li>• Provisions providing for “portability” of certifications across national boundaries and mechanisms for mutual recognition.</li> <li>• Provisions respecting the status of individuals recognized by governments as “software engineers” or the equivalent.</li> <li>• The criteria and operation of existing schemes in various nations.</li> </ul> <p>Its membership will consist of:  Ian Hirst (Australia), TBD (France), TBD (Russia), Jonathan Earthy (UK), TBD (Japan) and Juan Garbajosa (Spain), Claude Laporte (Canada)</p> <p>This study group will be chaired by Steve Seidman of the IEEE Computer Society. It is requested to present its final report at the 2005 plenary meeting of SC7 and to present an interim report to the meeting of WG20 circa October 2004.</p> <p>The group will submit its report by 2005-02-15</p> <p>Note: It has been asked if there is a precedent for ISO standards related to personnel certification. A search of the database at <a href="http://www.iso.ch">www.iso.ch</a> reveals the following:  ISO/DIS 9712.2, Non-destructive testing -- Qualification and certification of personnel</p>
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	ISO/FDIS 18436-1, Condition monitoring and diagnostics of machines -- Requirements for training and certification of personnel -- Part 1: Requirements for certifying bodies and the certification process ISO/CD TR 19122, Geographic information / Geomatics -- Qualification and certification of personnel
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### Study group on Software Assurance Requirements

794	<p>JTC1/SC7 instructs its Secretariat to establish a Study Group to determine the derived system and software assurance requirements from ISO/IEC 15288, ISO/IEC 12207, and ISO/IEC 15026, and to recommend requirements for the development, modification, adoption, or reference of supporting standards.</p> <p>The Study Group shall be chaired by Mr. James Moore (IEEE-CS)</p> <p>Its membership will consist of:</p> <p>Alec Dorling (UK), Trevor King (UK), Paul Croll (USA),</p> <p>Additional members can be added until 2004-09-15. Nominations must be sent to the SC7 secretariat.</p> <p>The group will submit its report by 2005-02-15.</p>
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### Maintenance of Standards

795	<p>JTC1/SC7 instructs its Secretariat to confirm the retention of:</p> <ul style="list-style-type: none"> <li>• ISO 11411:1995 - Representation of state transition</li> <li>• ISO 13235 - 1 to 3:1998 - ODP Trading Function</li> <li>• ISO 14568:1997 – DXL</li> <li>• ISO 5807:1985 Information processing – Documentation symbols and conventions for data program and system flowcharts, program network charts and system resources charts</li> <li>• ISO 8790:1987 Information processing systems -- Computer system configuration diagram symbols and conventions</li> <li>• ISO/IEC 15910 standard for five years. (For the purpose of WG 2 revision of its work program and identification of its future portfolio)</li> <li>• ISO/IEC 14759 <i>Mock up and prototype</i> so that it can be used as the basis for work in WG 22 Vocabulary and possibly further work on life cycles</li> <li>• ISO/IEC TR 16326 so that it can be used as the basis for the development of an international standard</li> </ul>
796	<p>JTC1/SC7 instructs its Secretariat to inform JTC1 that the following standards should be withdrawn as per clause 15.2 of the JTC1 directives:</p> <ul style="list-style-type: none"> <li>• ISO 6593:1985 Information processing-- Program flow for processing sequential files in terms of record groups</li> </ul>
797	<p>JTC1/SC7 instructs its Secretariat to inform JTC1 that the following standards should be withdrawn as per clause 16.4 of the JTC1 directives</p> <ul style="list-style-type: none"> <li>• ISO/IEC 15846 Configuration management</li> </ul>

798	<p>JTC1/SC7 instruct its Secretariat to notify JTC1 that the following standards should be stabilized:</p> <ul style="list-style-type: none"> <li>• ISO/IEC 14756: Information technology - Measurement and rating of performance of computer-based software systems</li> <li>• ISO/IEC 8631:1989 Information technology – Program constructs and conventions for their representation</li> <li>• ISO 8807:1989 – LOTOS</li> <li>• ISO 5806:1984 Information processing -- Specification of single-hit decision tables</li> </ul>
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799	<p>JTC1/SC7 instructs its secretariat to do whatever is necessary to announce the revision of 14598-1 and 14598-4 to JTC1/ITTF and to assign to the revised standards new numbers 25040 and 25043 respectively. These documents will become parts of SQuaRE 25000 series and will be revised by WG6.</p>
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### **SC7 Work Program Endorsement by JTC1**

800	<p>JTC1/SC7 instructs its Secretariat to send to JTC 1 its current Work Program for endorsement.</p>
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## JTC1/SC7 MANAGEMENT

### SWG1 - BPG

801	<p><b><u>SC7 Business Planning Group – Special Working Group 1</u></b></p> <p>JTC1/SC7 reconfirms the intent of prior Resolutions and forms the JTC1/SC7 Business Planning Group (BPG) as a special working group (SWG 1) with the mandate to:</p> <ol style="list-style-type: none"> <li>1. Support the Chair in the elaboration of directions and policies.</li> <li>2. Assist the chair in the prompt resolution of issues.</li> <li>3. Propose update to the JTC1/SC7 business plans and procedures.</li> <li>4. Propose updates to JTC1/SC7 communications function.</li> <li>5. Prepare procedures and organization responsibilities to ensure an integrated strategy planning, business planning, and management systems for JTC1/SC7.</li> </ol> <p>The Business Planning Group will be under the direction of the JTC1/SC7 Chair, with the Secretariat as one of its member. Members will be nominated by the Chair and confirmed at each Plenary meeting.</p> <p>Criteria for membership are:</p> <ol style="list-style-type: none"> <li>1. At least 5 years of JTC1/SC7 active participation.</li> <li>2. Availability to participate to BPG meetings in and outside of the Plenary.</li> <li>3. Membership in the JTC1/SC7 AG.</li> <li>4. No more than one representative per country.</li> <li>5. The Chair and Secretariat are permanent members.</li> </ol> <p>The BPG reports to the AG.</p> <p>The SWG 1 membership shall be composed of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;">                 Mr Alain Faisandier, France                  Mr Doug Thiele, Australia                  Mr Jean Bérubé, Canada                  Dr. Y. Yamamoto, Japan             </td> <td style="width: 50%; vertical-align: top;">                 Dr. Dan Lee, Korea                  Mr Michael Gayle, USA                  Prof. Alastair Walker, South Africa                  Mr. Risto Nevalainen, Finland             </td> </tr> </table>	Mr Alain Faisandier, France Mr Doug Thiele, Australia Mr Jean Bérubé, Canada Dr. Y. Yamamoto, Japan	Dr. Dan Lee, Korea Mr Michael Gayle, USA Prof. Alastair Walker, South Africa Mr. Risto Nevalainen, Finland
Mr Alain Faisandier, France Mr Doug Thiele, Australia Mr Jean Bérubé, Canada Dr. Y. Yamamoto, Japan	Dr. Dan Lee, Korea Mr Michael Gayle, USA Prof. Alastair Walker, South Africa Mr. Risto Nevalainen, Finland		

### SC7 Architecture Management Group - Special Working Group 5

802	<p>JTC1/SC7 reaffirms prior Resolutions and form the JTC1/SC7 Architecture Management Group as a special working group (SWG 5) with the following mandate:</p> <ul style="list-style-type: none"> <li>• Elaborate and Maintain JTC1/SC7 Architecture standing documents</li> <li>• Provide counsel to JTC1/SC7 Conveners and editors on standards architecture and vocabulary consistency issues</li> <li>• Recommend to JTC1/SC7 standard maintenance strategies</li> <li>• Report on its activities to the JTC1/SC7 BPG and AG</li> <li>• Include in its scope the IEEE systems and software engineering standards collection</li> </ul> <p>Criteria for membership are:</p> <ol style="list-style-type: none"> <li>1. At least 5 years of JTC1/SC7 active participation</li> <li>2. Not a member of SWG 1 – BPG</li> <li>3. Preferably not a WG convener</li> <li>4. Availability for meetings and assignments</li> <li>5. Membership, excluding the SC7 chair and the WG conveners, is limited to 9 including the SWG-5 convener.</li> </ol>
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	<p>6. Recognized JTC1/SC7 expertise in one or more of the following areas:</p> <ul style="list-style-type: none"><li>• Software &amp; Systems Engineering</li><li>• Software &amp; Systems Process</li><li>• Software &amp; Systems Product</li><li>• Measurements</li><li>• Tools, Methodologies &amp; Modeling Languages</li><li>• Software &amp; Systems Engineering Products (aka Data)</li></ul> <p>The JTC1/SC7 Special Working Group on Architecture Management will be chaired by the JTC1/SC7 Chair and convened by Ms. Cheryl Jones (USA). Membership in the SWG will consist of the following members:</p> <ul style="list-style-type: none"><li>• Anatol Kark (Canada)</li><li>• Jean-Philippe Lerat (France)</li><li>• Shigenobu Katoh (Japan)</li><li>• David Kitson (USA)</li><li>• Bud Lawson (Sweden)</li><li>• Terry Rout (Australia)</li><li>• James Moore (IEEE-CS)</li></ul>
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## SC7 Framework

803	JTC1/SC7 instructs its Secretariat to send for letter an updated version of N3016 <i>SC7 Framework for ISO/IEC Systems and Software Engineering Standards</i> after comments resolution by its SWG5.
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## SC7 Meeting Policy

804	<p>JTC 1/SC7 re-affirms its policy that all SC7 Working Groups must meet physically during its plenary meeting.</p> <p>JTC 1/SC7 also re-affirms its policy that SC7 Working Groups should not have more than one 'physical' Interim meeting between SC7 Plenary meetings.</p> <p>JTC 1/SC7 mandates that the following Working Group shall have a common Interim Meeting:</p> <ul style="list-style-type: none"><li>• WG7</li><li>• WG9</li><li>• WG10</li><li>• SWG5</li><li>• WG23 (if created)</li></ul> <p>JTC 1/SC7 encourages WG2 to meet with the above groups, if possible.</p> <p>Any deviation from the above policies must be approved by SC7.</p>
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## Facilities and Events Fees

805	<p>JTC1/SC7 recognizes that in order to be able to afford hosting its Plenary or Interim (i.e. WG) meetings, Members Bodies may have to charge facilities and events fees to delegates. This approach has already been used in the last eleven years for many JTC1/SC7 interim and plenary meetings. JTC1/SC7 thus reaffirms its Resolution 625.</p> <p>While JTC1/SC7 acknowledges that JTC1 procedures (section 7.4 Funding Mechanisms) must be upheld, the following application guidelines will be used for future meetings:</p> <ul style="list-style-type: none"><li>• The host organization should notify the JTC1/SC7 Secretariat if meeting fees may be charged when it agrees to host a meeting.</li><li>• The facilities and events fees level must be approved by the JTC1/SC7 Secretariat no later than 4 months before the beginning of the meeting. The host organization shall provide to the JTC1/SC7 Secretariat the appropriate data, as described in section 7.4 of the JTC1 Procedures) for the approval.</li><li>• The level of the fees and the payment process and options should be clearly documented in the meeting registration material.</li><li>• A receipt for the facilities and events fees shall be provided to delegates upon request at the meeting.</li><li>• Where possible, credit card payment should be accepted</li><li>• If a delegate refuses to pay facilities and events fees, he/she cannot be denied access to the meetings as per clause 7.4.3.2.1 .of the JTC 1 directives.</li><li>• To facilitate the processing of delegates expenses reports, a receipt bearing the name 'Meeting Fees' shall be provided to all delegates.</li></ul> <p>Facilities fees should not exceed Swiss Franc (CHF) 260, if possible.</p>
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## Convener Certification of Documents Sent to SC7 Secretariat

806	JTC1/SC7 re-affirms resolution 602 and instructs its Working Group Conveners to certify that all documents are complete and drafted in accordance with the Editing Directives before sending them to the SC7 Secretariat for processing.
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## Participation To The Program Of Work

807	JTC1/SC7 instructs its Secretariat to do whatever is required with "P" Members who do not participate in its activities as per JTC1 Directive 3.1.
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## Cut-off Date for Document Issuance

808	The JTC1/SC7 Secretariat commits to respect the following schedule for all ballots. In this schedule, the JTC1/SC7 Secretariat commits to take no longer than 1 week to process the documents prior to and following the ballots. For documents sent outside the attached schedule, the JTC1/SC7 Secretariat commits to take no longer than 10 workdays to process the documents prior to and following the ballots. These commitments only apply for documents that are received in an acceptable format and quality and with all relevant additional information.
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Document Type	Cut-off Date	Ballot Start	Ballot End	Ballot Summary Report	Meeting start date
NP, WD (90 days)	2004/06/29	2004/07/06	2004/10/04	2004/10/11	
CD, PDTR, DTR, PDAM (3 months)	2004/06/27	2004/07/04	2004/10/04	2004/10/11	
FCD, FPDAM (4 months)	2004/05/28	2004/06/04	2004/10/04	2004/10/11	
FDIS, FDAM (2 months)	2004/06/29	2004/07/20	2004/09/20	2004/10/11	
Document Type	Cut-off Date	Ballot Start	Ballot End	Ballot Summary Report	Meeting start date
NP, WD (90 days)	2005/01/24	2005/01/31	2005/05/01	2005/05/08	2005/05/22
CD, PDTR, DTR, PDAM (3 months)	2005/01/25	2005/02/01	2005/05/01	2005/05/08	2005/05/22
FCD, FPDAM (4 months)	2004/12/25	2005/01/01	2005/05/01	2005/05/08	2005/05/22
FDIS, FDAM (2 months)	2005/01/27	2005/02/17	2005/04/17	2005/05/08	2005/05/22
Document Type	Cut-off Date	Ballot Start	Ballot End	Ballot Summary Report	Meeting start date
NP, WD (90 days)	2005/06/29	2005/07/06	2005/10/04	2005/10/11	
CD, PDTR, DTR, PDAM (3 months)	2005/06/27	2005/07/04	2005/10/04	2005/10/11	
FCD, FPDAM (4 months)	2005/05/28	2005/06/04	2005/10/04	2005/10/11	
FDIS, FDAM (2 months)	2005/06/29	2005/07/20	2005/09/20	2005/10/11	

## Next Plenaries

809	<ul style="list-style-type: none"> <li>JTC 1-SC7 re-states its acceptance of the Finnish invitation (SC7 N3010) to host the 2005 Plenary in Helsinki, May 22-27, 2005.</li> <li>JTC 1-SC7 notes Thailand's interest in hosting the 2006 Plenary</li> <li>JTC 1-SC7 notes Russia's interest in hosting the 2007 Plenary</li> </ul>
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## Next Interim Joint WG Meetings

810	<ul style="list-style-type: none"> <li>JTC 1-SC7 re-states its acceptance of the Swedish invitation to host the 2004 WGs interim meeting in Stockholm, October 18-22, 2004.</li> <li>JTC 1-SC7 notes Italy interest in hosting the 2005 meetings</li> <li>JTC 1-SC7 notes Spain's interest in hosting the 2006 meetings</li> <li>JTC 1-SC7 notes Canada's interest in hosting the 2007 meetings</li> </ul>
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811	SC7 authorizes WG19 to call and hold an editing meeting for Project 15909-2 High-level Petri Nets - Transfer Format (if required) in addition to its regularly scheduled interim meeting. That editing meeting will be called as per SC7 and JTC1 rules
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## APPRECIATIONS and CONDOLENCES

	<p>On Monday 24 November 2003, Ken Johnson, the Convener of WG2 for almost 20 years died suddenly. This was a great shock to all that knew him. He was well respected for his courtesy and positive attitude by everyone who worked with him. His contribution to the Standards that he participated in developing will be a lasting tribute to his ability and dedication.</p> <p>ISO/IEC JTC 1/SC7 expresses its condolences to his widow, Eileen and all his family. He will be sorely missed.</p>
	<p>JTC1-SC7 extends its appreciation to Ms. Pam Morris for her work as Convener of WG 12</p>
	<p>JTC1-SC7 extends its appreciation to Mr. Hans Daniels for his work as member of the BPG.</p>
	<p>JTC 1/SC 7 thanks Australia for the briefing conducted for National Bodies that intend to host Plenary and Interim meetings and also the offer of an SC 7 Hosting Package of planning, informational and administrative documents.</p> <p>JTC 1/SC 7 requests that future hosts of Plenary meetings:</p> <ul style="list-style-type: none"> <li>• Offer a briefing for intending hosts during the Plenary</li> <li>• Add to the hosting package so that various situations and lessons learned can be available to future hosts and in particular regarding evolving technology used to provide the IT infrastructure.</li> </ul>
	<p>JTC 1/SC 7 extends its appreciation to Mr. Atsushi Yamada (Japan) for his work as co-editor of 25020: Measurement reference model and guide</p>
	<p>JTC 1/SC 7 extends its appreciation to Mr. Khaled El Emam (Canada) for his work as Co-editor of 12119: Requirements for quality of COTS and instructions for testing</p>
	<p>JTC 1/SC 7 extends its appreciation to the following professionals for their work on the completion of ISO/IEC IS 14143-3</p> <ul style="list-style-type: none"> <li>• Abran Alain – Project Editor</li> <li>• Barth Maarten</li> <li>• Bradley Mary</li> <li>• Costamagna Mario</li> <li>• Dekkers Carol</li> <li>• Dickson Debbie</li> <li>• Deh Christiane</li> <li>• D'Souza Martin - – Co-editor Work group Secretariat</li> <li>• Fagg Peter</li> <li>• Forselius Pekka</li> <li>• Frallicciardi Loredana</li> <li>• Ibba Raffaella</li> <li>• Jacquet Jean-Philippe – Co-editor</li> <li>• Mazzucco Frank</li> <li>• Morris Pam - Workgroup - Convener</li> <li>• Nevalainen Risto</li> <li>• Nishiyama Shigeru</li> <li>• O'Neill Marie</li> <li>• Phillips David</li> <li>• Rehesaar Hugo</li> <li>• Rudolph Eberhard</li> <li>• Symons Charles</li> <li>• Takahashi Mitsuhiro</li> </ul>

	<ul style="list-style-type: none"> <li>• Phippen John</li> <li>• Burgess Susan</li> </ul>
	<p>JTC 1/SC 7 extends its appreciation to the following professionals for their work on the completion of ISO/IEC IS 14143-5</p> <ul style="list-style-type: none"> <li>• Abran Alain</li> <li>• Barth Maarten</li> <li>• Bradley Mary - Co-editor</li> <li>• Costamagna Mario</li> <li>• Dekkers Carol – Project Editor</li> <li>• Dickson Debbie</li> <li>• Deh Christiane</li> <li>• D'Souza Martin – Co-editor Work group Secretariat</li> <li>• Fagg Peter</li> <li>• Forselius Pekka</li> <li>• Frallicciardi Loredana</li> <li>• Jacquet Jean-Philippe</li> <li>• Ibba Raffaella</li> <li>• Mazzucco Frank</li> <li>• Morris Pam - Workgroup Convener</li> <li>• Nevalainen Risto</li> <li>• Nishiyama Shigeru</li> <li>• O'Neill Marie</li> <li>• Phillips David</li> <li>• Rehesaar Hugo</li> <li>• Rudolph Eberhard</li> <li>• Symons Charles</li> <li>• Takahashi Mitsuhiro</li> <li>• Phippen John</li> <li>• Burgess Susan</li> <li>• Moore James</li> <li>• Hwang Insoo</li> <li>• Kyeongmoon Jin</li> </ul>
	<p>JTC1-SC7 extends its appreciation to the following people for their participation and contribution to the Drafting Committee:</p> <ul style="list-style-type: none"> <li>• Dr. Witold Suryn (Secretariat)</li> <li>• Mr. Michael Gayle (USA)</li> <li>• Mr. Jean Bérubé (Canada)</li> <li>• Mr. Michael Langdon (Australia)</li> <li>• Mr. Tohru Matsuodani (Japan)</li> <li>• Mr. David Keech (UK)</li> </ul>
	<p>JTC1-SC7 extends its appreciation to the following persons for the Database training:</p> <ul style="list-style-type: none"> <li>• Mr. Doug Thiele and Dr. Jonathan Earthy for conducting the session</li> <li>• Mr. Tom McBride for preparing the candidate document PDTR – Wine tasting process</li> </ul>
	<p>JTC1-SC7 extends its appreciation to the Australian Member Body for hosting the Seventeenth Plenary meeting of JTC1-SC7 in Brisbane. Special thanks go to:</p> <p>HOST</p> <ul style="list-style-type: none"> <li>• Standards Australia</li> </ul> <p>AUSTRALIAN HEAD OF DELEGATION:</p> <ul style="list-style-type: none"> <li>• Mr. Doug Thiele</li> </ul>

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MEETING ORGANIZERS

Martin Lack & Associates

IT SUPPORT

Daniel Beak

Glenn Horn

SC7 extends its appreciation for the excellent administrative support provided at the Seventeenth Plenary meeting by the volunteers from Griffith University

- Jian Yu
- Moh'd Al Hunaidi
- Michelle Morely
- Gagan Kasana
- Raquel Anteneh
- Qian Ma
- Jonathan Gamez
- Shaunak Kelkar
- Nauman Qayyum
- Xavier
- Vidya Dommeti