

## ISO/IEC JTC1/SC7 N3775

2007-06-26

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**PLENARY MEETING RESOLUTIONS  
ISO/IEC JTC1/SC7- SOFTWARE and SYSTEMS ENGINEERING  
Moscow, Russia - 2007-05-20-25**

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

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## ORGANIZATION

### Appointment of Conveners

950	<p>JTC1/SC7 appoints or reappoints the following Conveners:</p> <ul style="list-style-type: none"> <li>• Richard Hodgkinson (UK) as Convenor of WG 2 – Software &amp; Systems Documentation (pending confirmation by national body)</li> <li>• Dan Lee (Korea) as Convenor of WG4 (pending confirmation by national body)</li> <li>• Alec Dorling (UK) as Convenor of WG10 (pending confirmation by national body)</li> <li>• Roger Wittlock (Sweden) as Convenor of WG21</li> <li>• Dr. Annette Reilly (USA) as Convener of WG22</li> <li>• Shigenobu Katoh as Convenor of WG23 (pending confirmation by national body)</li> </ul>
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### Appointment of Project Editors

951	<p>JTC1/SC7 appoints the following editors:</p> <ul style="list-style-type: none"> <li>• Cerys Giddings (UK) as the Project Editor of ISO/IEC 26513 in WG 2.</li> <li>• Daryl Colquhoun (Australia) as the Project Editor of ISO/IEC 26511 in WG 2</li> <li>• Motoei Azuma (Japan) as SQuaRE series project editor in WG 6.</li> <li>• Chang-Sun Song (Korea) as co-editor of ISO/IEC 25022: Software engineering – Software product quality requirements and evaluation (SQuaRE) – Measurement of internal quality in WG 6.</li> <li>• Markku Tukiainen (Finland) as co-editor of ISO/IEC 25024: Software engineering – Software product quality requirements and evaluation (SQuaRE) – Measurement of quality in use in WG 6.</li> <li>• Barbara Huisman (Canada), Peter Shum (Canada) and Seok-Kyoo Shin (Korea) as co-editor of ISO/IEC 25023: Software engineering – Software product quality requirements and evaluation (SQuaRE) – Measurement of external quality in WG 6.</li> <li>• Mark Henley (IEEE-CS) as the Project Editor and Sam Redwine (IEEE-CS) as the Co-Editor for the ISO/IEC 15026 Systems and software assurance project in WG7.</li> <li>• Mark Henley (IEEE-CS) as the Project Editor for ISO/IEC xxxxx Requirements engineering (process and product) project in WG7, and invites INCOSE to nominate a Co-Editor.</li> <li>• Jean-Marc Desharnais (Canada) and Edward VanArsdall (USA) as co-editors of ISO/IEC 24765 in WG22.</li> <li>• Mr. Claude Laporte (Canada/IEEE) as editor of the following in WG24:             <ul style="list-style-type: none"> <li>○ TR 29110-1 SELP4VSE Overview</li> <li>○ ISP 29110-2 SELP4VSE Framework and Profile Taxonomy</li> <li>○ TR 29110-3 SELP4VSE Assessment Guide</li> <li>○ ISP 29110-4 SELP4VSE Profile 1 Specification</li> <li>○ TR 29110-5 SELP4VSE Profile 1 Management and Engineering Guide</li> </ul> </li> <li>• Lynda Cooper (UK) as editor of ISO/IEC 20000-1 in WG 25.</li> <li>• Kenichiroh Yoshida (Japan) as editor of 20000-2 in WG 25.</li> <li>• Anita Myrberg, (Sweden) as editor of 20000-3 in WG 25.</li> <li>• Rich Hilliard as the Project Editor of the coordinated revision of ISO/IEC 42010/IEEE 1471 in WG 42.</li> </ul>
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### Liaison

952	<p><b>INTERNAL LIAISON OFFICERS</b></p> <p>JTC1/SC7 appoints or reappoints the following internal liaison officers:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">ISO TMB WG RM</td> <td>Mr. Antonio Coletta (Italy)</td> </tr> <tr> <td>ISO TC176/SC2</td> <td>Mr. Shigenobu Katoh (Japan)</td> </tr> <tr> <td>ISO TC176/SC3</td> <td>Mr. Shigenobu Katoh (Japan)</td> </tr> <tr> <td>IEC TC 56</td> <td>Dr. Nigel Bevan</td> </tr> <tr> <td>IEC TC65/SC65A</td> <td>OPEN</td> </tr> <tr> <td>IEC TC 62</td> <td>Mr. Antonio Coletta (Italy)</td> </tr> <tr> <td>ISO TC 120</td> <td>OPEN</td> </tr> </table>	ISO TMB WG RM	Mr. Antonio Coletta (Italy)	ISO TC176/SC2	Mr. Shigenobu Katoh (Japan)	ISO TC176/SC3	Mr. Shigenobu Katoh (Japan)	IEC TC 56	Dr. Nigel Bevan	IEC TC65/SC65A	OPEN	IEC TC 62	Mr. Antonio Coletta (Italy)	ISO TC 120	OPEN
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IEC TC65/SC65A	OPEN														
IEC TC 62	Mr. Antonio Coletta (Italy)														
ISO TC 120	OPEN														

	<p>ISO TC 159/SC4 Dr. Jonathan Earthy (UK)  ISO TC 176/SC1 OPEN  ISO TC184/SC5 Dr. Ovidiu Noran (Australia)  ISO TC210 Mr. Alec Dorling  ISO/IEC JTC1/SC22 Dr. Kiyoshi Ogawa (Japan)  ISO/IEC JTC1/SC27 Mr. Satoshi Fushimi (Japan)  ISO/IEC JTC1/SC32 Mr. Jean Bérubé (Canada)  ISO/IEC JTC1 Ad Hoc Vocabulary Group Rapporteur Mr. Jean-Marc Desharnais (Canada)  ISO TC 46/SC 4, TC 145, TC 184/SC 4, TC 210, TC 215, IEC/TC 93 - OPEN</p> <p>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.</p>
953	SC 7 Instructs its Secretariat to establish a Category A external liaison with the Information Systems Audit and Control Association (ISACA) and the IT Governance Institute as per document N3712 and the SC7 statement of benefit in document N3770.
954	JTC 1/SC 7 requests its Secretariat to advise the International Systems Security Engineering Association (ISSEA) that our understanding is that the liaison has become inactive and it is thus considered to be terminated. (WG7)
955	JTC 1/SC 7 requests its Secretariat to advise the International Project Management Association (IPMA) that our understanding is that the liaison has become inactive and it is thus considered to be terminated. (WG7)
956	The ICT Governance Study Group invites liaison representatives of ISACA/ITGI to participate in the work of the ICT Governance Study Group.
957	<p>JTC 1/SC7 instructs its Secretariat to formally communicate the following concern to IEC/TC56:</p> <ul style="list-style-type: none"> <li>• The draft for CD of IEC 62508 Guidance on Engineering for Human Aspects of System Life Cycle Applications does not cross-reference any of the related standards in ISO or JTC1.</li> <li>• While the area of application is specialized, the quality of the standard could be improved by providing greater consistency with related ISO standards, as pointed out in comments previously submitted by SC7 on the New Work Item proposal.</li> </ul> <p>Nigel Bevan will collate comments on the draft for CD of IEC 62508 sent to him by the end of June, so that they can be provided to IEC TC 56 in July (in advance of the next IEC/TC56 plenary in September).</p>

#### Resolution responding to SC 27/WG 4

958	<p>JTC 1/SC 7 instructs its Secretariat to respond to the <i>JTC 1/SC 27/WG 4 Liaison Statement to JTC 1/SC 7 on Collaborative work on Application Security</i> (N3714) as follows:</p> <p>JTC 1/SC 7 appreciates the interest of SC 27/WG 4 in its work program. SC 7 suggests that the following SC 7 documents and projects may be of interest to SC 27/WG 4:</p> <ul style="list-style-type: none"> <li>• ISO/IEC PDTR 24748, Life cycle management</li> <li>• ISO/IEC 15288:2002 (and FCD 15288), System life cycle processes (including processes relevant to system development and testing)</li> <li>• ISO/IEC 12207:1995 (and FCD 12207), Software life cycle processes (including processes relevant to software development and testing)</li> <li>• ISO/IEC 15504 (multiple parts), Process assessment</li> <li>• ISO/IEC 16085:2006, Risk management</li> <li>• ISO/IEC 15939:2002 (and FDIS 15939), Measurement</li> <li>• ISO/IEC 15026:1998, System and software integrity levels, and the project to revise it, CD 15026, System and software assurance</li> <li>• ISO/IEC 42010:2007, Architectural description</li> <li>• ISO/IEC 23026:2006, Internet web site engineering, web site management, and web site life cycle</li> <li>• ISO/IEC 250xx (several standards), Software product quality requirements and evaluation (SQuaRE)</li> <li>• The anticipated new work item on Software testing</li> <li>• The approved new work item on Requirements engineering</li> </ul>
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## WORK PROGRAM

### Work Items

959	JTC1/SC7 instructs its Secretariat to change the titles of the following standards: <ul style="list-style-type: none"> <li>• ISO/IEC 26511 from “Systems and software engineering – User documentation requirements for managers” to “Systems and software engineering – Requirements for managers of user documentation”.</li> <li>• ISO/IEC 26513 from “Systems and software engineering – User documentation requirements for testers and assessors” to “Systems and software engineering – Requirements for testers and assessors of user documentation”.</li> <li>• ISO/IEC 26514 from "Software and Systems engineering – User documentation requirements for designers and developers" to “Systems and software engineering – Requirements for designers and developers of user documentation”.</li> </ul>	WG2
960	JTC1/SC7 instructs its Secretariat to initiate an FDIS ballot for ISO/IEC 25614 - "Systems and software engineering – Requirements for designers and developers of user documentation" when it is received by the Secretariat with the appropriate documentation.	WG2
961	JTC 1/SC 7 instructs its Secretariat to initiate a combined CD Registration and CD ballot of ISO/IEC CD 26513 - "Systems and software engineering – Requirements for testers and assessors of user documentation" when the documents have been received by the SC 7 Secretariat with the appropriate documentation.	WG2
962	JTC 1/SC 7 instructs its Secretariat to initiate a combined CD Registration and CD ballot of ISO/IEC CD 26511 - "Systems and software engineering – Requirements for managers of user documentation " when the documents have been received by the SC 7 Secretariat with the appropriate documentation.	WG2
963	SC 7/WG 7 agrees to include in its formal Comment Dispositions: <ul style="list-style-type: none"> <li>• The comments received from IEEE-CS and INCOSE in regard to the FCD ballots of ISO/IEC 12207 and ISO/IEC 15288 that were provided outside the ISO Livelink system but in the same timeframe.</li> <li>• The corrected comment set for ISO/IEC 12207 received from Japan prior to the Project Editors’ comment disposition proposal meetings.</li> <li>• Comments copied/transferred between ISO/IEC 15288, ISO/IEC 12207 and ISO/IEC TR 24748 for the purposes of consistency (identified as W07).</li> </ul> <p>Comments received from an Australian delegate on 2007-05-21 in regard to the FCD ballots of ISO/IEC 12207 and ISO/IEC 15288 were not formally considered by WG 7 as the Project Editors for these documents began comment disposition immediately after the ballot closed at meetings held 2007-05-10 to 2007-05-11. Proposed comment dispositions were made available up to a week before the Moscow meeting and nothing was offered by Australia at that time</p>	WG7
964	JTC 1/SC 7 instructs its Secretariat to distribute ISO/IEC 12207 <i>Software life cycle processes</i> for FDIS Ballot subject to receipt of a final revised document and SC 7 compliance statement.	WG7
965	ISO/IEC JTC 1/SC 7 thanks the IEEE Computer Society for the contribution of its "alternative proposal" (WG 7 N 1006) for the revision of ISO/IEC 15026 <i>Systems and software assurance</i> and requests the Convener of WG 7 to provide a draft New Work Item Proposal and Working Draft extracted from that proposal. SC 7 instructs its Secretariat to circulate for letter ballot, once available, the New Work Item Proposal (WG 7 N 1027) for the revision, and concurrently to circulate the working draft (WG 7 N1028) as a letter ballot for combined CD registration and CD approval. If and when the project is approved and in accordance with Resolution 912, SC 7 assigns the project to WG 7.	WG7
966	JTC 1/SC 7 instructs its Secretariat to distribute ISO/IEC 15288 <i>System life cycle processes</i> for FDIS Ballot subject to receipt of a final revised document and SC 7 compliance statement. <u>Abstention UK</u>	WG7

967	JTC 1/SC 7 instructs its Secretariat to distribute ISO/IEC 16326 <i>Project management</i> for FCD Ballot subject to receipt of a final revised document and SC 7 compliance statement	WG7
968	JTC 1/SC 7 instructs its Secretariat to distribute ISO/IEC TR 24748 <i>Guide for life cycle management</i> for PDTR Ballot subject to receipt of a final revised document and SC 7 compliance statement.	WG7
969	JTC1/SC7 instructs its Secretariat to issue an FDIS ballot for the revision of ISO/IEC 14102:1995 Information Technology -- Guidelines for the evaluation and selection of CASE tools when it is received by the Secretariat with the appropriate documentation	WG4
970	JTC1/SC7 instructs its Secretariat to issue an FCD ballot of ISO 18018 (Information Technology - Configuration Management Tool Requirements) when it is received by the Secretariat with the appropriate documentation.	WG4
971	JTC1/SC7 instructs its Secretariat to issue an FCD ballot of ISO/IEC 24766 (Information Technology – Requirement Engineering Tool Requirements) when it is received by the Secretariat with the appropriate documentation	WG4
972	JTC1/SC7 instructs its Secretariat to issue a combined CD registration and CD ballot of ISO/IEC XXXX (Information Technology – Tools and Methods of Requirement Engineering and Management for Product Line) when it is received by the Secretariat with the appropriate documentation	WG4
973	JTC1/SC7 instructs its Secretariat to do whatever is necessary to change the name of its project IS 18018 from “Information Technology - Configuration Management Tool Requirements” to “Information Technology – Guide for Configuration Management Tool Capabilities”.	WG4
974	JTC1/SC7 instructs its Secretariat to do whatever is necessary to change the name of its project IS 24766 from “Information Technology – Requirement Engineering Tool Requirements” to “Information Technology – Guide for Requirement Engineering Tool Capabilities”	WG4
975	JTC 1/SC 7 instructs its Secretariat to distribute ISO/IEC TR 15504-7 <i>Assessment of Organizational Maturity</i> for PDTR Letter Ballot subject to receipt of a final revised document and Resolution 602 compliance statement	WG10
976	JTC 1/SC 7 instructs its Secretariat to distribute ISO/IEC 24765 Systems and software engineering vocabulary for combined CD Registration and CD Ballot subject to receipt of the document.	WG22
977	JTC1 JTC1/SC7 instructs its Secretariat to note the following change to the schedule of project revision of ITU-T Rec. X.901-4 ISO/IEC 10746 Reference Model of Open Distributed Processing, and inform ITTF if required. The new schedule is as follows: CD May 2008 FCD May 2009 FDIS December 2009 IS May 2010	WG19
978	JTC1/SC7 instructs its Secretariat to issue for ballot FCD: ISO/IEC 15909 Part 2 High-level Petri Nets - Transfer Format, upon reception of proper documentation by the Secretariat from the Secretariat.	WG19
979	JTC1 JTC1/SC7 instructs its Secretariat to note the following change to the schedule of project ISO/IEC 15909 Part 2 High-level Petri Nets - Transfer Format, and inform ITTF if required. The new schedule is as follows: FCD 1 30 June 2007 FCD 2 30 June 2008 (if necessary) FDIS 31 May 2009 IS 30 November 2009 This change will enable proper testing of the specification by experimentation. JTC1 JTC1/SC7 instructs its Secretariat to note the following change to the schedule of project ISO/IEC 15909 Part 3 High-level Petri Nets - Extensions, and inform ITTF if required. The new schedule is as follows: WD 30 June 2009 CD1 30 June 2010 CD2 30 June 2011	WG19

	<p>FCD 30 June 2012          FDIS 15 January 2013          IS 30 June 2013          Work on Part 3 will not take place until Part 2 has reached FCD2. Then it will take 1 year to provide the first WD for Part 3.</p>																			
980	<p>JTC1 JTC1/SC7 instructs its Secretariat to note the following change to the project schedule ISO/IEC 15909 Part 1 AMD-1 High-level Petri Nets, and inform ITTF if required. The new schedule is as follows:</p> <p>PDAM 3 30 June 2007          FPDAM 15 December 2007          FDAM 15 January 2009          AM 30 June 2009</p> <p>JTC1/SC7 instructs its Secretariat to distribute for ballot PDAM3: ISO/IEC 15909 Part 1 AMD-1 High-level Petri Nets if the above document meets the requirements for PDAM ballot and when it is received by the Secretariat.</p>	WG19																		
981	<p>JTC1/SC7 instructs its Secretariat to initiate the processing with ITU-T SG 17, as per the procedures for joint JTC1 and ITU-T projects of FDIS: ITU-T Rec. X906   ISO/IEC 19793 Information technology — Open distributed processing — Use of UML for ODP system specifications if the above document meet the requirements for final DIS ballot and when they are received by the Secretariat.</p>	WG19																		
982	<p>JTC 1/SC7 invites the United States National Body to submit a New Work Item Proposal for the processing of the INCOSE Systems Engineering Handbook (Version 3) as a Technical Report, already available to SC7 as document N3603. If approved, the work item will be assigned to SC7/WG20 and JTC1/SC7 instructs its Secretariat to issue a combined, PDTR registration and PDTR ballot when the documents have been received by the Secretariat with the appropriate documentation.</p>	WG20																		
983	<p>JTC1/SC7 instructs its Secretariat to issue FCD ballot of ISO/IEC 24773 Software Engineering — Certification of Software engineering Professionals when it is received by the Secretariat with the appropriate documentation.</p>	WG20																		
984	<p>JTC 1/SC 7 instructs its Secretariat to update its project register and notify ITTF if necessary about the subparts of 29110.</p> <p>TR 29110-1 SELP4VSE Overview          ISP 29110-2 SELP4VSE Framework and Profile Taxonomy          TR 29110-3 SELP4VSE Assessment Guide          ISP 29110-4 SELP4VSE Profile 1 Specification          TR 29110-5 SELP4VSE Profile 1 Management and Engineering Guide</p>	WG24																		
985	<p>JTC1 JTC1/SC7 instructs its Secretariat to modify the timeframe for the following projects from default to extended, extend the PDTR/PDISP Registration timeframe by 18 months (from September 06 to May 08), and extend the DTR/FDISP Ballot timeframe by 12 months (from May 2009 to May 2010).</p> <p>TR 29110-1 SELP4VSE Overview          ISP 29110-2 SELP4VSE Framework and Profile Taxonomy          TR 29110-3 SELP4VSE Assessment Guide          ISP 29110-4 SELP4VSE Profile 1 Specification          TR 29110-5 SELP4VSE Profile 1 Management and Engineering Guide</p>	WG24																		
986	<p>JTC 1/SC 7 instructs its Secretariat to update its project register and notify ITTF if necessary about the revised schedule of the following subparts of 29110.</p> <p>TR 29110-1 SELP4VSE Overview</p> <table border="1" data-bbox="430 1732 1101 1936"> <thead> <tr> <th>TR</th> <th>Entry</th> <th>Exit</th> </tr> </thead> <tbody> <tr> <td>WD</td> <td>21-Sep-05</td> <td>30-Oct-07</td> </tr> <tr> <td>PDTR</td> <td>30-Nov-07</td> <td>1-Mar-08</td> </tr> <tr> <td>PDTR 1</td> <td>30-Jun-08</td> <td>30-Sep-08</td> </tr> <tr> <td>PDTR 2</td> <td>30-Nov-08</td> <td>2-Mar-09</td> </tr> <tr> <td>PDTR 3</td> <td>30-Jun-09</td> <td>30-Oct-09</td> </tr> </tbody> </table>	TR	Entry	Exit	WD	21-Sep-05	30-Oct-07	PDTR	30-Nov-07	1-Mar-08	PDTR 1	30-Jun-08	30-Sep-08	PDTR 2	30-Nov-08	2-Mar-09	PDTR 3	30-Jun-09	30-Oct-09	WG24
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987	<p>JTC1/SC7 instructs its Secretariat to issue the following documents for a combined Working Draft Circulation and PDTR/PDISP Registration ballot, upon recommendation of the working group after the Montréal meeting, if the documents meet the requirements for a PDTR/PDISP Registration ballot and when they are received by the Secretariat.</p> <p>TR 29110-1      WD1      SELP4VSE Overview  ISP 29110-2      WD1      SELP4VSE Framework and Profile Taxonomy  TR 29110-3      WD1      SELP4VSE Assessment Guide  ISP 29110-4      WD1      SELP4VSE Profile 1 Specification</p>	WG24																																																																																																						



	TR 29110-5    WD1    SELP4VSE Profile 1 Management and Engineering Guide	
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**NWI**

988	<p>JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents for a standard on "ISO/IEC 19770-3 Information technology -- Software asset management -- Part 3: Software-Use Entitlement".</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 21</li> <li>• Appoint as project editor: Björn Westerlund (Sweden)</li> </ul> <p>Allocate standard number 19770-3</p>	WG21
989	<p>JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents for a standard on "Software and Systems Engineering – Requirements for acquirers and suppliers of user documentation".</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 2</li> <li>▪ Appoint as project editor: Elizabeth Pollack (Canada)</li> <li>▪ Allocate standard number 26512</li> </ul>	WG2
990	<p>JTC 1/SC 7 authorizes its Secretariat to perform a letter ballot on an NP on the subject of ICT Governance resulting from the work of the ICT Governance study group or the disposition of comments on the fast-track of AS 8015.</p> <p>If the ballot is successful, JTC 1/SC 7 instructs its Secretariat to create a new Working Group and to assign responsibility for the resulting work item to the new Working Group.</p> <p>The working group shall be convened by Alison Holt (New Zealand) with the secretariat supervised Ed Lewis (Australia).</p> <p>National Bodies are encouraged to name additional members of the Working Group within 90 days of the announcement of its creation.</p>	BPG
991	<p>JTC 1/SC 7 instructs its Secretariat to circulate a New Work Item Proposal "Software engineering – Software product quality requirements and evaluation (SQuaRE) – Evaluation module – Evaluation module for recoverability" and associated documents for letter ballot, once available.</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 6.</li> <li>• Appoint Peter Shum (Canada) as editor.</li> <li>• Appoint Vipula Godamunne (Australia), Danilo Scalet (Brazil) and Jorgen Boegh (Denmark) as co-editors.</li> </ul> <p>Allocate standard number 25045.</p>	WG6
992	<p>JTC 1/SC 7 instructs its Secretariat to circulate a New Work Item Proposal on the revision of TR 25021: Software engineering – Software product Quality Requirements and Evaluation – Quality measure elements and associated documents for letter ballot, once available</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 6.</li> </ul> <p>Allocate standard number 25021.</p>	WG6

	<p>If the New Work Item Proposal on Software Testing (N3701) is approved, JTC 1/SC 7 instructs its Secretariat to assign the New Work Item to a new Working Group (WG 26) with Dr. Stuart Reid (UK) as convener and Ms. Ursula Parker (IEEE CS) as project editor. In addition, the following appointments are to be made:</p> <ol style="list-style-type: none"> <li>1. Mr Alphonse Philippe (France) as document editor for Part 1 (Concepts and Vocabulary).</li> <li>2. Dr Stuart Reid (UK) as document editor for Part 2 (Testing Process).</li> <li>3. Ms Ursula Parker (IEEE CS) as document editor for Part 3 (Testing Documentation).</li> <li>4. Ms Tafline Murnane (Australia) as document editor for Part 4 (Testing Techniques).</li> </ol> <p>Dr Alastair Walker (South Africa) is to be appointed as the advisor on SC 7 and JTC 1 processes and procedures.</p> <p>JTC 1/SC 7 instructs the Working Group to co-locate its interim meetings with Working Group 7 and Working Group 10. The project will be coordinated with the IEEE Computer Society under the terms of the coordinated development process (sections 3 and 4 of SC 7 N2860).</p>	BPG
993	JTC1/SC7 instructs its Secretariat to issue a ballot for the creation of a new work item (NWI) titled “IT Service Management Benchmarking Framework“as soon as the related support documents become available. The NWIP shall explain the relationship of IT service management benchmarking to process assessment.	WG10
994	Shall the balloting lead to the creation of a NWI for IT Service Management Benchmarking Framework, JTC1/SC7 instructs its Secretariat to assign this NWI to WG10 and nominate Tom McBride (Australia) as editor and the following individuals as co-editors: Risto Nevalainen (Finland), Carol Dekkers (USA). <u>Abstention:</u> Japan	WG10
995	JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents for a standard for a Process Reference Model describing processes, with the guidance of ISO/IEC TR 24774 for process definition, in ISO/IEC 20000 Part 1. If and when the NP is approved, JTC 1/SC 7 instructs its Secretariat to: <ul style="list-style-type: none"> <li>• Assign the project to Working Group 25</li> <li>• Appoint as project co-editors : Béatrix Barafort (Luxembourg), Melanie Cheong (South Africa)</li> <li>• Allocate standard number 20000-4.</li> <li>• Liaise with the project dealing with 15504-8 in WG10 and with WG7.</li> </ul>	WG25
996	JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents for a technical report for a Process Assessment Model related to the Process Reference Model of ISO/IEC 20000-4. If and when the NP is approved, JTC 1/SC 7 instructs its Secretariat to: <ul style="list-style-type: none"> <li>• Assign the project to Working Group 10</li> <li>• Appoint as project co-editors : Jyrki Lahnelahti (Finland), Antonio Coletta (Italy),</li> <li>• Allocate standard number 15504-8</li> <li>• Liaise with the project dealing with NWI 20000-4 in WG25.</li> </ul>	WG25
997	JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents for new standards and Implementation Guidelines, or Profiles allowing incremental conformity based on ISO/IEC 20000-1 and ISO/IEC 20000-2. If and when the NP is approved, JTC 1/SC 7 instructs its Secretariat to: <ul style="list-style-type: none"> <li>• Assign the project to Working Group 25</li> <li>• Appoint as project co-editors : Olivier Martin (France) , Luis Rosa (Spain), Alain Renault (Luxembourg)</li> </ul> <p>This project will liaise with WG24.</p>	WG25

998	JTC 1/SC 7 instructs its Secretariat to circulate for letter ballot, once available, a New Work Item Proposal and associated documents for an amendment to ISO/IEC 24744 –Software Engineering - Metamodel for Development Methodologies to add an informative annex for notation. If and when the NP is approved, JTC 1/SC 7 instructs its Secretariat to: Assign the project to Working Group 19 Appoint as project editor: Dr Brian Henderson-Sellers	WG19
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### Maintenance of SC7 terms and definitions (ISO/IEC 24765)

999	JTC 1/SC7 instructs its Secretariat to provide to the ISO/IEC 24765 Project Editor a copy of each new standard and TR upon approval of its final ballot, to allow its terms and definitions to be added to 24765 and its database. JTC 1/SC7 also instructs its Secretariat to notify the ISO/IEC 24765 project editor whenever SC7 standards are withdrawn or stabilized.	WG22
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### IEEE Std 1028

1000	JTC 1/SC 7 invites IEEE-CS to contribute IEEE Std 1028 <i>IEEE Standard for Software Reviews</i> and its draft revision for study with a view to possible cooperative development.	WG7
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### Contribution to development of the standard on Requirements Engineering

1001	JTC 1/SC 7 requests that the following organizations consider contributing material for the development of the standard on ISO/IEC xxxxx <i>Requirements engineering</i> (process and product): IEEE-CS INCOSE BSI and any other interested parties with suitable material.	WG7
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### AS 8015-2005 Fast Track Disposition of Comments

1002	JTC 1/SC 7 instructs its Secretariat to create an ad hoc group to review the results of the fast-track ballot on AS 8015, prepare a disposition of comments, and a revised draft for publication. The comment disposition meeting will be held concurrently and co-located with the interim meeting of SC 7 working groups, 2007-10-29/11-02 in Montreal, Canada.  The ad hoc group shall be chaired by Alison Holt (chair of the ICT Governance Study Group). Each national body which submitted a vote is requested to provide a representative to attend the comment disposition meeting.  The Australian National Body is requested to prepare a draft disposition of comments and a draft revision of the DIS reflecting that disposition of comments to the SC 7 Secretariat prior to 2007-08-31. If implementation of some changes is to be deferred to a subsequent revision, then a draft NWIP for the planned revision is also requested.	BPG
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### Response to the liaison statement from ITU-T Q.14/17 regarding the NWI on software testing

1003	JTC 1/SC 7 requests its Secretariat to respond to the liaison statement from ITU-T Q.14/17 regarding the NWI on software testing (N3718) by inviting them to name a liaison representative to SC 7.	WG19
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## Resolution responding to SC 27/WG 4

1004	<p>JTC 1/SC 7 instructs its Secretariat to respond to the <i>JTC 1/SC 27/WG 4 Liaison Statement to JTC 1/SC 7 on Collaborative work on Application Security</i> (N3714) as follows:</p> <p>JTC 1/SC 7 appreciates the interest of SC 27/WG 4 in its work program. SC 7 suggests that the following SC 7 documents and projects may be of interest to SC 27/WG 4:</p> <ul style="list-style-type: none"> <li>• ISO/IEC PDTR 24748, Life cycle management</li> <li>• ISO/IEC 15288:2002 (and FCD 15288), System life cycle processes (including processes relevant to system development and testing)</li> <li>• ISO/IEC 12207:1995 (and FCD 12207), Software life cycle processes (including processes relevant to software development and testing)</li> <li>• ISO/IEC 15504 (multiple parts), Process assessment</li> <li>• ISO/IEC 16085:2006, Risk management</li> <li>• ISO/IEC 15939:2002 (and FDIS 15939), Measurement</li> <li>• ISO/IEC 15026:1998, System and software integrity levels, and the project to revise it, CD 15026, System and software assurance</li> <li>• ISO/IEC 42010:2007, Architectural description</li> <li>• ISO/IEC 23026:2006, Internet web site engineering, web site management, and web site life cycle</li> <li>• ISO/IEC 250xx (several standards), Software product quality requirements and evaluation (SQuaRE)</li> <li>• The anticipated new work item on Software testing</li> </ul> <p>The approved new work item on Requirements engineering</p>	BPG
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## Risk Management Standards

1005	<p>As stated previously in Resolution 880, JTC1/SC7 is concerned about the proliferation of risk management standards projects within JTC1, IEC and ISO. These projects include work in:</p> <ol style="list-style-type: none"> <li>1. ISO Technical Management Board (N3454)</li> <li>2. ISO/IEC JTC 1/SC 27 (N3530)</li> <li>3. Other Technical Committees and Subcommittees of ISO, IEC, and JTC1 (N3532, N3533).</li> </ol> <p>JTC 1/SC7 is also concerned that these projects are not acknowledging existing SC7 standards in this area, notably ISO/IEC 16085.</p> <p>JTC 1/SC7 thus mandates Antonio Coletta to:</p> <ol style="list-style-type: none"> <li>1. Serve as the SC7 liaison officer to these projects</li> <li>2. Consult with appropriate officers of SC7</li> <li>3. Provide timely comments to these organizations on their documents (with copies to the SC7 Secretariat)</li> </ol> <p>JTC 1/SC7 mandates its Chairman to do whatever is necessary to ensure that the future SC27 standard in this area (ISO/IEC 27005) recognizes the existence of SC7 published standard ISO/IEC 16085.</p>
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## Application of up-to-date terms and definitions within SC7

1006	<p>SC7 instructs its Working Groups to support JTC1 directives on terminology by referring to previously defined terms and definitions in new standards wherever feasible. As the compilation of definitions from ISO JTC 1 SC7 standards is now available at <a href="http://www.computer.org/sevocab">www.computer.org/sevocab</a>, SC7 instructs Project Editors to review drafts of standards and omit terms and definitions from new standards that are already available.</p>
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## Study Groups

### Study Group on the Relationship of Processes and IT Services

1007	<p>JTC 1/SC 7 instructs its Secretariat to establish a Study Group on the Relationship of Life Cycle Processes and IT Service Management and Governance to investigate two items:</p> <ul style="list-style-type: none"> <li>• Various alternative technical approaches for representing the relationship between life cycle processes and the provision of IT services.</li> <li>• The case for perceiving increased end-user value in a tighter relationship among the standards addressing IT service management, IT governance, and life cycle process definition and assessment.</li> </ul> <p>Contributions to the study group are invited from national bodies or liaison organizations. Via its membership, the group shall liaise with the following groups: WG 7, WG 10, WG 25 and the study group on IT governance.</p> <p>The study group shall be chaired by Antonio Coletta (Italy). Its membership shall consist of:</p> <p>Teresa Doran and Anatol Kark (WG 7)          Alastair Walker and Alec Dorling (WG 10)          Jenny Dugmore and Melanie Cheong (WG 25)          Alison Holt (IT Governance Study Group)</p> <p>The study group shall submit an interim report by 2007-09-15 for the interim meeting of SC 7 working groups and a final report by 2008-04-15 for the plenary meeting of SC 7. The group is authorized to conduct its work by correspondence, telephone conferencing, web conferencing and meetings.</p>	WG7
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### Study Group on ICT Governance

1008	<p>JTC1/SC7 instructs its Secretariat to re-establish a study group to continue the investigation into the possibility of additional standards or guidance in the area of ICT Governance.</p> <p>As part of the scope of this study group, the direction of future activities will be determined. This scope is contained in the area of software and systems engineering.</p> <p>The Study Group shall take into consideration:</p> <ul style="list-style-type: none"> <li>• ISO/IEC 16085</li> <li>• ISO/IEC 20000</li> </ul> <p>And:</p> <ul style="list-style-type: none"> <li>• ISO 9000</li> <li>• ISO 27000</li> <li>• ISO 14000</li> </ul> <p>And:</p> <ul style="list-style-type: none"> <li>• AS 8015 (N3463)</li> <li>• AS/NZ 4360</li> <li>• COBIT</li> </ul> <p>There are several organizations that are working in this area that should be investigated for possible liaisons:</p> <ul style="list-style-type: none"> <li>• ISACA and ITGI</li> <li>• OECD</li> <li>• OCEG</li> <li>• TC 207</li> </ul>	BPG (ICT Governance SG)
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- itSMFI
- Other interested SCs within JTC1 – specifically SC 27.

The study group will make recommendations on changes to existing standards/guidance and/or the creation of new standards or TR. Its membership will consist of:

- Alwyn Smit, South Africa
- Alison Holt, New Zealand
- Melanie Cheong, South Africa
- Jyrki Lahnelahti, Finland
- Ed Lewis, Australia
- Craig Pattison, itSMFI/New Zealand
- Darcie Destito, United States
- Gargi Keeni, India
- Sushil Chatterji, ISACA/ITGI
- Brian Cusack, New Zealand
- Christophe Feltus, Luxembourg
- Yoshiyuki Hirano, Japan
- K.T. Hwang, Korea
- Bill Powell, United States
- Dennis Ravenelle, itSMFI
- Hella Shrader, United Kingdom
- Mark Toomey, Australia
- Mikhail Pototsky, Russian Federation/itSMFI
- Max Shanahan, ISACA/ITGI
- Luis Rosa, Spain
- Jenny Dugmore, (UK).

Additional members can be added until 2007-06-15. Nominations must be sent to the SC7 secretariat.

The study group will be chaired by Alison Holt (New Zealand) and co-chaired by Ed Lewis (Australia) and will submit an interim report by 2007-09-15 and a full report by 2008-04-15. The study group will meet concurrently with WG 25.

## Study Group on Market interest in Assessing the SAM Process

1009	<p>JTC 1/SC7 instructs its Secretariat to establish a study group to investigate the possibility of additional standards or guidance in the area of Process Capability / Maturity Assessment for SAM (Software Asset Management).</p> <p>As part of the scope of this study group, the direction of future SC7 activities will be determined. This scope is contained in the area of software and systems engineering. The Study Group shall take into consideration:</p> <ul style="list-style-type: none"> <li>• Preparation of a survey document to determine the current practices and future needs in assessing capability or maturity of the SAM process</li> <li>• Consistency with existing and upcoming SC7 standards</li> <li>• Analyzing results of survey in order to formulate detailed proposals for the way forward and revision of existing standards.</li> </ul> <p>The study group shall make recommendations on scope and direction for SC7 activities in this area of interest. Initial membership will consist of:</p> <ul style="list-style-type: none"> <li>• WG21</li> <li>• Antonio Coletta, Italy</li> <li>• Jenny Dugmore, UK</li> </ul> <p>Additional members can be added until 2007-09-15. Nominations must be sent to the SC7 Secretariat.</p> <p>This study group will be chaired by Dave Phillips (UK).</p> <p>The study group may invite as guests additional member to the committee including from outside the standards community.</p> <p>The study group will co-locate with WG21. The group is authorized to conduct its work by correspondence, telephone conferencing, web conferencing and meetings.</p>	WG21
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## JTC1/SC7 MANAGEMENT

### Resolution on update of SC7 Terms of Reference

1010	<p>JTC 1/SC7 reaffirm its resolution 935 on the update of its term of references to better reflect its Program of Work as explained in document N3512, JTC 1/SC7 thus mandates its Chairman and Secretariat to do whatever is necessary to update its Terms of References to:</p> <p><i>Standardization of processes, methods and supporting technologies for the engineering and management of software and systems throughout their life cycles.</i></p> <p><i>Note: The processes and technologies are within the scope of JTC1 terms of reference and exclude specific technologies that have been assigned by JTC1 to other of its SCs."</i></p>	BPG
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### Closure of WG12

1011	<p>JTC1/SC7 thanks the members of WG12 for their contribution to developing 10 documents (IS and TR) during its existence, and, as per its Resolution 928, instructs its Secretariat to close the Working Group at the conclusion of the 2007 Moscow Plenary.</p> <p>JTC 1 / SC7 instructs its Secretariat to transfer to WG6 all of the WG12 remaining projects and category C liaisons.</p>	BPG
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### SWG1 - BPG

1012	<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%;">Mr. Antonio Coletta</td> <td style="width: 50%;">Dr. Dan Lee, Korea</td> </tr> <tr> <td>Mr Doug Thiele, Australia</td> <td>Dr. Annette Reilly, USA</td> </tr> <tr> <td>Mr Jean Bérubé, Canada</td> <td>Dr. Alastair Walker, South Africa</td> </tr> <tr> <td>Dr. Y. Yamamoto, Japan</td> <td>Mr. Risto Nevalainen, Finland</td> </tr> </table>	Mr. Antonio Coletta	Dr. Dan Lee, Korea	Mr Doug Thiele, Australia	Dr. Annette Reilly, USA	Mr Jean Bérubé, Canada	Dr. Alastair Walker, South Africa	Dr. Y. Yamamoto, Japan	Mr. Risto Nevalainen, Finland
Mr. Antonio Coletta	Dr. Dan Lee, Korea								
Mr Doug Thiele, Australia	Dr. Annette Reilly, USA								
Mr Jean Bérubé, Canada	Dr. Alastair Walker, South Africa								
Dr. Y. Yamamoto, Japan	Mr. Risto Nevalainen, Finland								



## SC7 Standard Management Group - Special Working Group 5

1013	<p>JTC1/SC7 reaffirms prior Resolutions and form the JTC1/SC7 Standards 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 SWG5 standing documents</li> <li>• Provide counsel to JTC1/SC7 Conveners and editors on standards management 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             <ol style="list-style-type: none"> <li>4. Availability for meetings and assignments</li> </ol> </li> <li>5. Membership, excluding the SC7 chair and the WG conveners, is limited to 9 including the SWG-5 convener.</li> <li>6. Recognized JTC1/SC7 expertise in one or more of the following areas:             <ul style="list-style-type: none"> <li>• Software &amp; Systems Engineering</li> <li>• Software &amp; Systems Process</li> <li>• Embedded Software Systems</li> <li>• Real-Time Systems</li> <li>• Transactional Systems</li> <li>• Interactive Media Systems</li> <li>• Intelligent Systems</li> <li>• IT Architecture</li> <li>• Measurements</li> <li>• Tools, Methodologies &amp; Modeling Languages</li> <li>• Software &amp; Systems Engineering Information Products</li> <li>• Enterprise Architecture</li> <li>• IT Service Management</li> <li>• IT Governance</li> </ul> </li> </ol> <p>The JTC1/SC7 Special Working Group on Standards Management will be chaired by the JTC1/SC7 Chair and convened by Ms. Cheryl Jones (USA). The SWG will consist of the following members:</p> <ul style="list-style-type: none"> <li>• Kiyoshi Ogawa (Japan)</li> <li>• Carol Dekkers (USA) (pending confirmation by the National Body)</li> <li>• Bud Lawson (Sweden, INCOSE)</li> <li>• Terry Rout (Australia)</li> <li>• James Moore (IEEE-CS)</li> <li>• Peter Fagg (UK)</li> <li>• Serge Oligny (Canada)</li> <li>• Dennis Ravenelle (itSMF)</li> </ul>
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## SC7 Study Group on Agent Technology (SWG5)

1014	<p>JTC1/SC7 instructs its Secretariat to appoint Brian Henderson-Sellers as a rapporteur to investigate the possibility of new standards or guidance in the area of software engineering that employs intelligent agents</p> <p>The scope of this investigation will be</p> <ul style="list-style-type: none"> <li>• To assess the state-of-the-art in agent-oriented software engineering in respect of potential standardization through ISO</li> <li>• To identify areas within agent-oriented software engineering ready for ISO</li> </ul>
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	<p>standardization</p> <ul style="list-style-type: none"> <li>• To investigate two ways links between IEEE/FIPA and ISO</li> </ul> <p>In addition to IEEE/FIPA, there are several other organizations working in this area that should be investigated for possible liaisons, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Object Management Group</li> <li>• GGF on semantic grid</li> <li>• W3C</li> </ul> <p>The rapporteur will make recommendations on potential new standards in the area of agent-oriented software engineering. Views will be sought from the international community</p> <p><i>Draft plan</i>  This investigation will submit a report by 2008-04-15.  Following an initial meeting at the SC7 Plenary in Moscow, May 2007, the rapporteur will identify further participants and send out invitations to all to participate. The invitation will include a document describing the draft scope and draft timeline, with input requested in a pre-specified and structured format (format TBD)</p> <p>Although most of the work will be done electronically, a physical meeting might also be advantageous. This would (likely) be to meet in parallel with the EUMAS conference in Europe in December 2007 (and/or possibly with WG interim meeting in October).</p>
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## Facilities and Events Fees

1015	<p>Given the low amount of funding for Plenary and meeting hosting available from many National Bodies, and the significant facilities costs incurred in the hosting of these meetings, 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.</p> <p>JTC 1/SC7 also recognizes that this approach will also provide the opportunity to small countries and developing countries to be able to host SC7 plenary and interim meetings.</p> <p>This approach has already been used in the last thirteen years for many JTC1/SC7 interim and plenary meetings. JTC1/SC7 thus reaffirms its Resolution 625, 805 and 946.</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 shall notify the JTC1/SC7 Secretariat if any 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 shall be clearly documented in the meeting registration material.</li> <li>• The host shall use the terminology of the JTC 1 directives to describe its fees.</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 and given that accounting rules varies from country to country, a receipt bearing the name 'Facility Fees' shall be available to all delegates. Other fees such as meals should appear on the receipt in a segregated fashion.</li> </ul>
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	Facilities fees should not exceed Swiss Franc (CHF) 260, if possible.
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### Convener Certification of Documents Sent to SC7 Secretariat

1016	JTC1/SC7 re-affirms resolution 806 and instructs its Working Group Conveners to certify that all documents are complete and drafted in accordance with the "ISO/IEC Directives, Part 2, Rules for the structure and drafting of International Standards" before sending them to the SC7 Secretariat for processing.
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### Proposition from Canadian NB on the Fourth term of SC7 Chairman

1017	JTC1/SC7 instructs its Secretariat to consult SC7 National Bodies on the following items: Their support of Mr. François Coallier candidacy as Chair of SC7 for a fourth 3-year term Their interests in assuming the responsibilities of SC7 and/or SC7 Secretariat immediately or when Mr. Coallier retires. JTC1/SC7 asks the Canadian National body to complete the business case document when the results of the consultation are received. JTC1/SC7 instructs its Secretariat to circulate the business case document to SC7 NB for information, and forward it to JTC1 in time for the next JTC1 plenary.
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### Participation in the Program of Work

1018	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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### SC7 Work Program Endorsement by JTC1

1019	JTC1/SC7 instructs its Secretariat to send to JTC 1 its current Work Program for endorsement.
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### Cut-off Date for Document Issuance

1020	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)	7/3/2007	7/10/2007	10/8/2007	10/15/2007	10/29/2007
CD, PDTR, DTR, PDAM (3 months)	7/1/2007	7/8/2007	10/8/2007	10/15/2007	10/29/2007
FCD, FPDAM (4 months)	6/1/2007	6/8/2007	10/8/2007	10/15/2007	10/29/2007
FDIS, FDAM (2 months)	7/3/2007	7/24/2007	9/24/2007	10/15/2007	10/29/2007
Document Type	Cut-off Date	Ballot Start	Ballot End	Ballot Summary Report	Meeting start date

NP, WD (90 days)	1/22/2008	1/29/2008	4/28/2008	5/5/2008	<b>5/19/2008</b>
CD, PDTR, DTR, PDAM (3 months)	1/21/2008	1/28/2008	4/28/2008	5/5/2008	5/19/2008
FCD, FPDAM (4 months)	12/21/2007	12/28/2007	4/28/2008	5/5/2008	5/19/2008
FDIS, FDAM (2 months)	1/24/2008	2/14/2008	4/14/2008	5/5/2008	5/19/2008
<b>Document Type</b>	<b>Cut-off Date</b>	<b>Ballot Start</b>	<b>Ballot End</b>	<b>Ballot Summary Report</b>	<b>Meeting start date</b>
NP, WD (90 days)	6/26/2008	7/3/2008	10/1/2008	10/8/2008	<b>10/22/2008</b>
CD, PDTR, DTR, PDAM (3 months)	6/24/2008	7/1/2008	10/1/2008	10/8/2008	10/22/2008
FCD, FPDAM (4 months)	5/25/2008	6/1/2008	10/1/2008	10/8/2008	10/22/2008
FDIS, FDAM (2 months)	6/26/2008	7/17/2008	9/17/2008	10/8/2008	10/22/2008

### Next Plenaries

1021	<ul style="list-style-type: none"> <li>JTC 1-SC7 re-states its acceptance of the German invitation (SC7 N3268) to host the 2008 Plenary in Berlin, Germany, in 2008.</li> <li>JTC 1-SC7 notes India's interest in hosting its 2009 plenary.</li> <li>JTC 1-SC7 notes Japan interest in hosting its 2010 plenary.</li> </ul>
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### Next Interim Joint WG Meetings

1022	JTC 1-SC7 re-states its acceptance of the Canadian invitation to host the 2007 interim meeting in Montréal, Canada on October 29 to November 2.
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## APPRECIATIONS

	JTC 1/SC 7 extends its appreciation to Phil Cohen (Australia) for his work within WG 2 as Project Editor of ISO/IEC 26511																										
	JTC 1/SC 7 extends its appreciation to Dr Jerry Lake for his work within WG 7 and we wish him well in his retirement.																										
	JTC 1/SC 7 extends its appreciation to Mr Tom Pigoski for his work within WG 7 as Project Editor of ISO/IEC 14764.																										
	JTC 1/SC 7 extends its appreciation to Ms Cheryl Jones and Mr Garry Roedler for their work within WG 7 as Project Editor and Co-Editor respectively of ISO/IEC 15939.																										
	JTC 1/SC 7 extends its appreciation to Dr. Jonathan Earthy and Mr Jim Moore for their work within WG 7 as Project Editor and Co-Editor respectively of ISO/IEC 24774.																										
	JTC 1/SC 7 extends its appreciation to Ms Terry Doran for her work within WG 7 as Project Editor of ISO/IEC 26702.																										
	JTC 1/SC 7 extends its appreciation to the following professionals: – Prof. Juan Carlos Granja-Alvarez (Spain) resigns; co-editor of ISO/IEC 25010: Software engineering – Software product quality requirements and evaluation – Quality model																										
	JTC 1/SC 7 extends its appreciation to the following professionals for their work on the completion of ISO/IEC IS 25001: Software engineering – Software product quality requirements and evaluation – Planning and management - Prof. Motoei Azuma (Japan) – SQuaRE series project editor - Dr. Witold Surryn (Canada) – Document Editor - Mr. Tom Ipoly (UK) – Co-editor - Dr. Kazuhiro Esaki (Japan) –Co-editor																										
	JTC 1/SC 7 extends its appreciation to the following professionals for their work on the completion of ISO/IEC IS 25051: Requirements for quality of COTS and instructions for testing - Prof. Motoei Azuma (Japan) – SquaRE series project editor - Mr. Alphonse Philippe (France) - Document Editor - Mr. Michael Kress (USA) - Co-editor - Prof. Juan Carlos Granja-Alvarez (Spain) - Co-editor																										
	JTC 1/SC 7 extends its appreciation to the following professionals for their work on the completion of ISO/IEC IS 25062: Common industry format for usability test reports - Prof. Motoei Azuma (Japan) – SquaRE series project editor - Ms. Mary Theofanos – Document editor - Mr. Dean Barker – Co-editor - Dr. Nigel Bevan – Co-editor																										
	JTC 1/SC 7 extends its appreciation to Mr David Kitson for his work within WG 10 as Project Editor of ISO/IEC TR 15504-7.																										
	JTC1-SC7 extends its appreciation to the members of its WG12  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Dr Alain Abran</td> <td style="width: 50%; border: none;">Ms Suraya Adam</td> </tr> <tr> <td style="border: none;">Mr Francisco Afonso Correa</td> <td style="border: none;">Mr Alain April</td> </tr> <tr> <td style="border: none;">Mr Douglas Azevedo</td> <td style="border: none;">Mr Maarten Barth</td> </tr> <tr> <td style="border: none;">Ms Mary Bradley</td> <td style="border: none;">Ms Susan Burgess</td> </tr> <tr> <td style="border: none;">Mr Mario Costamagna</td> <td style="border: none;">Mr Martin D'Souza</td> </tr> <tr> <td style="border: none;">Ms Carol Dekkers</td> <td style="border: none;">Mr Jean-Marc Desharnais</td> </tr> <tr> <td style="border: none;">Ms Debbie Dickson</td> <td style="border: none;">Mr Werner Dirlewanger</td> </tr> <tr> <td style="border: none;">Mr Peter Fagg</td> <td style="border: none;">Mr Pekka Forselius</td> </tr> <tr> <td style="border: none;">Mr Ronan Fitzpatrick</td> <td style="border: none;">Dr Loredana Frallicciardi</td> </tr> <tr> <td style="border: none;">Mr Paul Goodman</td> <td style="border: none;">Mr Juan Carlos Granja-Alvarez</td> </tr> <tr> <td style="border: none;">Mr Oliver Hague</td> <td style="border: none;">Mr Insoo Hwang</td> </tr> <tr> <td style="border: none;">Ms Raffaella Ibba</td> <td style="border: none;">Mr Kyung-Moon Jin</td> </tr> <tr> <td style="border: none;">Mr Jean-Philippe Jacquet</td> <td style="border: none;">Mr Danny Kim</td> </tr> </table>	Dr Alain Abran	Ms Suraya Adam	Mr Francisco Afonso Correa	Mr Alain April	Mr Douglas Azevedo	Mr Maarten Barth	Ms Mary Bradley	Ms Susan Burgess	Mr Mario Costamagna	Mr Martin D'Souza	Ms Carol Dekkers	Mr Jean-Marc Desharnais	Ms Debbie Dickson	Mr Werner Dirlewanger	Mr Peter Fagg	Mr Pekka Forselius	Mr Ronan Fitzpatrick	Dr Loredana Frallicciardi	Mr Paul Goodman	Mr Juan Carlos Granja-Alvarez	Mr Oliver Hague	Mr Insoo Hwang	Ms Raffaella Ibba	Mr Kyung-Moon Jin	Mr Jean-Philippe Jacquet	Mr Danny Kim
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	<p>Mr Heungshik Kim Mr Jack McGarry Mr James W. Moore Mr Risto Nevalainen Dr Domenico Natale Mr Serge Oligny Mr David Phillips Dr Eberhard Rudolph Mr Mitsuhiro Takahashi Mr Takeshi Tanaka</p>	<p>Mr Jose Lucero Mr Frank A. Mazzucco Ms Pam Morris Mr Shigeru Nishiyama Mr Kim Olsen Ms Marie O'Neill Mr John Phippen Mr Charles Symons Mr Shigeru Takeda Mr Hannu Toivonen</p>
	<p>JTC1/SC7 extends its appreciation to Mr. Kazunori Shioya and Mr. Ian Hirst for their work within WG4 as Project Co-editors of ISO/IEC TR 14471.</p>	
	<p>JTC1/SC7 extends its appreciation to Mr David Kitson as convener of WG-22</p>	
	<p>JTC1/SC7 extends its appreciation to Ms. Marie O'Neill as convener of WG-12</p>	
	<p>JTC1-SC7 extends its appreciation to the members of the Drafting Committee:</p> <ul style="list-style-type: none"> <li>• Ms. Alison Holt (New Zealand)</li> <li>• Mr. Serge Oligny (Canada)</li> <li>• Dr. Annette Reilly (USA)</li> <li>• Mr. James Moore (IEEE CS)</li> <li>• Mr. Pradeep Waychal (India)</li> <li>• Dr. Jun Ginbayashi (Japan)</li> <li>• Dr. Witold Suryan (SC7 Secretary)</li> </ul>	
	<p>JTC1-SC7 extends its appreciation to the Russian Member Body for hosting the Twentieth Plenary meeting of JTC1/SC7 in Moscow. Special thanks go to:</p> <ul style="list-style-type: none"> <li>▫ HOST <ul style="list-style-type: none"> <li>• International Centre of Informatics and Electronics (ICIE)</li> <li>• Centre of Information Technologies and Systems for Executive Power</li> <li>• General Director – Alexandr Starovoitov</li> </ul> </li> <li>▫ OFFICIAL SPONSORS <ul style="list-style-type: none"> <li>• International Centre of Informatics and Electronics (ICIE)</li> </ul> </li> <li>▫ SPONSORS <ul style="list-style-type: none"> <li>• IT-Expert</li> </ul> </li> <li>▫ ORGANISERS <ul style="list-style-type: none"> <li>• Andrey Kostogryzov, chairman of SC7 organizing committee</li> <li>• Mikhail Bezkozovainy, executive secretary of SC7 organizing committee</li> </ul> </li> </ul>	