

Systematic Review Process

- Beginning in 2007, ISO instituted the following changes to the systematic review process
 - As of January 2007, the SR-ballot will be initiated by the ISO Central Secretariat through its electronic balloting application. The representatives of member bodies having the permission to vote will be notified by email that certain SR-ballots have been opened. The committee secretaries will consequently no longer have to initiate SR-ballots. We ask you therefore not to initiate SR-ballots after January 2007. ISO's electronic balloting application shall be used to access the SR-ballots and to submit votes and comments. Subject to SR-ballots are International Standards, Technical Specifications and Publicly Available Specifications.
 - Pursuant to a decision by the TMB (see Resolution 76/2003), the first SR-ballot will be three years after publication of the standard. Any subsequent SR-ballot will take place by default five years after the conclusion of the previous SR- ballot (3 years - 8 years - 13 years etc.). Also note that the TMB has decided that the duration of the ballot be reduced from six to five months (the same duration as a DIS-ballot). A consequence of this decision is that for the next two years the systematic review will comprise ballots on standards which have been published three and five years ago.
- What this means for SC13
 - Central Secretariat will initiate all systematic review votes on a quarterly basis
 - Starting with documents published for the first time in 2005, all published documents will be reviewed on a 3-5-5 cycle unless the WG requests an earlier review

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- Secretariat Recommendations to CMC/SC13
 - Option A - CCSDS Procedures are revised to reflect the new 3-5-5 ISO timeline for review
 - Option B - 3 Year ISO review is conducted and then the 5 year CCSDS review is conducted separately; if changes need to be made to the ISO document, the WG either waits 3 more years for the next systematic review or asks the Secretariat to send out the documentation for a special review
- Recommendation is that OPTION A is chosen since it will be less work for everyone involved (only one review instead one review for ISO and one review for CCSDS) and the procedures are already under revision.