



SUBJECT: Minutes of the 34th International Organization for Standardization (ISO) Technical Committee (TC) 20 Subcommittee (SC) 13 on Space data information transfer systems Meeting

LOCATION: DIN – Berlin, Germany

DATE: 21 October 2008

SECRETARIAT: USA (ANSI)

MEMBERSHIP:

P-Members:	Brazil (ABNT)	O-Members:	Argentina (IRAM)
	Canada (SCC)		India (BIS)
	China (SAC)		Korea (KATS)
	France (AFNOR)		Poland (PKN)
	Germany (DIN)		Sweden (SIS)
	Israel (SII)		
	Italy (UNI)		
	Japan (JISC)		
	Russian Federation (GOSTR)		
	Ukraine (DSSU)		
	United Kingdom (BSI)		
	United States (ANSI)		

ATTENDANCE:

<u>Country</u>	<u>Name</u>	<u>Country</u>	<u>Name</u>
Brazil	Eduardo Bergamini (Chairman)	Russia	Vladimir Grishin Alexey Mutafyan
Canada	Leo Hartman	United Kingdom	Peter Allan
France	Jean-Marc Soula	United States	Mike Kearney (Secretary) Craig Day (Secretariat Staff)
Germany	Martin Pilgram		
Italy	Loredana Bruca		
Japan	Kaneaki Narita Tatsuya Mukai Ikuro Nohara		

1. Opening of the Meeting

After the opening welcome of the meeting by Mr. Mike Kearney, the Secretary, Mr. Eduardo Bergamini, the Chairman, called the meeting to order and conducted it to proceed with the proposed Agenda, which naturally included its submission to approval.

2. Roll Call of the Member Delegates

The following P-Member nations were represented at the meeting: Brazil, Canada, France, Germany, Italy Japan, Russia, the United Kingdom and the United States. P-Member representatives from China, Israel, and Ukraine were not present. There was no O-Member attendance to this meeting.

3. Adoption of the Agenda

The agenda for the meeting was approved as presented. See [Attachment 01](#).

4. Appointment of a Drafting Committee

In compliance with the ISO requirement of a drafting committee, the subcommittee requested to Mr. Craig Day, who accepted this appointment, in support to the TC20/SC13 Secretariat, and also to act as the responsible for drafting and for distributing the meeting minutes.

5. Report of the Secretariat

5.1 Approval of Draft Minutes and Resolutions and Action Items resulting from the 33rd Meeting (Tsukuba)

The Draft Minutes, Resolutions and Action Items from the previous meeting held in Tsukuba were approved by the attendees, after their review.

5.2 Review Program of Work with ISO

The current status of the Programme of Work of the Subcommittee was presented by Mr. Craig Day. See [Attachment 02](#).

5.3 Report on ISO Systematic Review Process

Mr. Day presented the changes made by ISO Central Secretariat to the systematic review process as outlined in [Attachment 03](#). The change institutes a new review timeline for all published ISO standards. In the future the initial review of a published document will begin at the third anniversary of publication. This review used to occur at the five year point. This change impacts SC13 in that the CCSDS operating procedures continue to call for a published book to be reviewed at the five year anniversary.

The SC13 plenary resolves to recommend to the CCSDS Secretariat reconsideration of the current CCSDS operating procedures that may desirably lead to an adequate timeline synchronization of the CCSDS systematic review schedule with that of the new ISO process.

6. Report of Delegates

- a. **Brazil** – See [Attachment 04](#)
- b. **Canada** – See [Attachment 05](#)
- c. **France** – See [Attachment 06](#)
- d. **Germany** – See [Attachment 07](#)
- e. **Italy** – See [Attachment 08](#)
- f. **Japan** – See [Attachment 09](#)
- g. **Russia** – See [Attachment 10](#)
- h. **United Kingdom** – See [Attachment 11](#)
- i. **United States** – See [Attachment 12](#)

7. Report and discussions on the current status of Resolutions and Action Items

The Resolutions and Action Items (AIs) which resulted from the previous (33rd) meeting (Tsukuba) were reviewed and discussed by Mr. Bergamini with the plenary. Section 12 of the current minutes contains further comments on this fundamental aspect of the meeting.

8. Report and discussions regarding SC13 liaison activities

8.1 Overall review of ISO TC20/SC13 and ISO TC20/SC14 cooperation activities

Mr. Day reported on the specific cooperation between SC13 and SC14 on the Navigation WG Orbit Data Message project. The Formal Agency Review has been concluded with RIDs received from SC14. Those RIDs were dispositioned, with SC14 participation, during the Navigation WG meeting in Berlin. The two groups are now cooperation on the required test implementations before submitting the document to the CMC for formal approval as a CCSDS Blue Book. Following CCSDS publication, the document will be submitted to ISO for approval through SC14.

Reminding the previous understanding which was agreed upon among the involved parties, that is CCSDS-ISO TC20/SC13 on one side and ISO TC20/SC14 in the other, Mr. Bergamini mentioned to the plenary the series of interactions that he held with the main technical parties, David Berry/CCSDS, David Finkleman/SC14 and others, with the express purpose of assuring that the transition between a conclusive on going review for the CCSDS target (ODM) document CCSDS 502.0-B-2 which already has the participation of the pertinent ISO TC20/SC14/WG3 Working Group, to be followed by the subsequent, formal submission of the mentioned document to the ISO TC20/SC14 Subcommittee, with

the already pre-established intention to reach the target (ODM) document (Standard) ISO 26900, may follow, all the way, the previously planned cooperation process. The copy of a CCSDS-ISO TC20/SC13 correspondence which was addressed to ISO TC20/SC14, under Ref. N425, as of Aug. 25, 2008, as reproduced in [Attachment 13](#) reflects the conclusion of the sequence of interactions among the parties, which has just been reported.

8.2 ISO/IEC JTC1/SC29 Internal Liaison

Mr. Bergamini reported that he had expressed last July, to Mr. Ogura, Secretary to Subcommittee ISO/IEC JTC1/SC29 in Coding of Audio, Picture, Multimedia and Hypermedia Information the natural intention of ISO TC20/SC13 to maintain the status of Internal Liaison with his Subcommittee, at the same time, recognizing that it is up to CCSDS Secretariat, naturally, an external organization to ISO, what Liaison Category (A, B or C) it may eventually decide to adopt with ISO/IEC JTC1/SC29. It was reminded that ISO Liaison Category B is stated for external organizations which have indicated a wish to be kept informed of the work of the SC. Based on the current situation a Category B Liaison could be a possibility for consideration by CCSDS, in this case.

9. New Business

Mr. Bergamini introduced with a brief presentation an introductory overview of the main accesses to the ISO TC20/SC13 related Web pages, be it through the ISO “Livelink” of ISO Standards Development Home Page or, in the other possible way, through the CCSDS Home Page. The slides which were projected and commented in the brief presentation are reproduced in [Attachment 14](#). The purpose of this presentation was to propose an action that may lead to the study, identification and adequate, opportune and gradual implementation of additional ISO TC20/SC13 related information contents, departing from its current status in the Web, with the purpose of benefitting its access by the pertinent community, be it by public or by restrict access, depending on the nature of the information content being made available or being collected. Mr. Bergamini proposed a corresponding Action Item to be coordinated by him, with the support of the Secretariat. The execution of this action will be considered under a gradual sequence of implementation phases for the sake of its viability, under the existing resources.

10. ISO TC20/SC13 Acceptance of Published CCSDS Documents

It was noted that the following CCSDS books had recently been published and that SC13 needed to formally accept them for processing through the ISO system.

CCSDS 503.0-B-1: Tracking Data Messages

CCSDS 504.0-B-1: Attitude Data Messages

CCSDS 660.0-B-1: XTCE

CCSDS 661.0-B-1: XFDU

CCSDS 311.0-M-1: RASDS

The SC13 delegates resolved to accept all of the documents as new ISO projects. The SC13 Secretary was tasked to interface with OMG to determine if the XTCE document would be processed by OMG and eventually submitted to ISO through ISO TC20/SC13 or, would be jointly considered by OMG and CCSDS for a combined submission to ISO TC20/SC13 or, simply, CCSDS would be explicitly authorized by OMG to submit it to ISO TC20/SC13, as a typical CCSDS document is or, else, to be defined, in a common agreement, between CCSDS

and OMG. It was also noted that the XTCE document contains XML files. The SC13 Secretary was further tasked to determine if ISO will accept these files as part of the XTCE document.

11. Planning of the 34th ISO TC20/SC13 meeting

The next meeting of SC13 is tentatively scheduled for the week of 27 April in Colorado Springs, Colorado at the Penrose House. The final meeting date and time will be discussed in coordination with the CMC during its meeting later in the week. SC13 delegates will be apprised of the final schedule in a first opportunity.

Mr. Day was asked to send to ISO TC20/SC13 members the URL of the CCSDS CWE site where they can enter any travel constraints they may have, for possible consideration.

12. Updating of Resolutions and Action Items (Draft)

Preliminary minutes, Action Items and most of related Attachments have been compiled and produced by Mr. Craig Day, as a draft report of this meeting. Subsequently, Mr. Bergamini, departing from the mentioned draft report, identified and compiled the Resolutions of the meeting and also reviewed the mentioned preliminary minutes and Action Items, for further elaboration of their contents and set of Attachments. The resulting review, which included further interaction with the Secretary and with the Rapporteur, is compiled in a complete package which also includes all the considered pertinent Attachments. [Attachment 15](#) contains the draft of Resolutions and [Attachment 16](#) contains the draft of Action Items which resulted from the just mentioned review process. The resulting, complete package is the one to be circulated for further review, now by all the attending HoDs, for due review, eventual corrections and approval by the attending HoDs, opportunely, no later than the next meeting of the ISO TC20/SC13 Subcommittee.

13. Adjournment

Mr. Bergamini adjourned the ISO TC20/SC13 meeting, after expressing thanks from the Subcommittee to the DLR representative and to DIN for the excellent facilities, support and pleasant hosting that made this meeting possible. A formal letter will be sent by the Secretariat to thank DIN realization and DLR support for the excellent hosting of this meeting.