



**SUBJECT:** Minutes of the 37<sup>th</sup> International Organization for Standardization (ISO) Technical Committee (TC) 20 Subcommittee (SC) 13 on Space data information transfer systems Meeting

**LOCATION:** INPE – MCT, São José dos Campos, Brasil

**DATE:** 10 June 2010

**SECRETARIAT:** USA (ANSI)

**ATTENDANCE:**

**1. Opening of the meeting**

The meeting was called to order by the Secretary, Mr. Mike Kearney (USA) at 08h45. The Chair, Mr. Eduardo Bergamini (Brazil), welcomed everyone to the SC 13 meeting and introduced his colleagues from INPE.

**2. Roll call of delegates**

BRAZIL (P)	Eduardo Bergamini (Chairman) Luiz Antonio Chiste Brandão João B. C. Matos
CANADA (P)	Leo Hartman
FRANCE (P)	Jean-Marc Soula
GERMANY (P)	Martin Pilgram
UNITED KINGDOM (P)	Peter Allan
UNITED STATES (P)	Mike Kearney (Secretary) Adrian Hooke (CCSDS) Nick Tongson (Secretariat)

**Absent P and O Members:**

**P-Members:** Russian Federation, China, India, Israel, Italy, Japan, Kazakhstan, and Ukraine.

**O-Members:** Argentina, Republic of Korea, New Zealand, Poland, Romania, and Sweden.

A copy of the List-of-Attendance to the meeting is provided in **Attachment 1**.

The current membership of ISO/TC 20/SC 13 is provided in **Attachment 2**.

### **3. Adoption of the 37<sup>th</sup> Meeting Agenda (N450)**

The draft agenda for the 37<sup>th</sup> meeting was reviewed and approved. See **Attachment 3** (N450).

### **4. Appointment of the drafting committee**

Mr. Nick Tongson (Secretariat) was appointed to the drafting committee.

### **5. Approval of Draft Minutes of the 36<sup>th</sup> meeting (Noordwijk, NL)**

The Draft Minutes from the 36<sup>th</sup> meeting in Noordwijk, Netherlands (3 November 2009) were reviewed and approved. They are, now, the minutes of the 36<sup>th</sup> meeting, as in **Attachment 4** (N447).

The Resolutions (N448) and Action Items (N449) derived from the 36<sup>th</sup> meetings, as in **Attachment 5**, were reviewed and discussed under the “Review of the current Action Items” of the Agenda, as being presented in one of the following sections of these minutes, of the 37<sup>th</sup> meeting.

### **6. Report of the secretariat**

Mrs. Erin Kahn and Mr. Nick Tongson reported on the two following items:

- Review of the Program of Work with ISO
- Report on ISO Systematic Review Process

These two items are reported in the two following sections of these minutes.

### **7. Review of the Program of Work with ISO**

Mrs. Kahn provided the Program of Work of ISO TC20/SC 13 in a spreadsheet (**Attachment 6**). There are 37 active documents which are undergoing a Systematic Review under the stage: Of a Draft International Standard, or of a Final Draft International Standard. The results of some of the Systematic Review imply in the review of the corresponding documents which are forwarded to CCSDS for appropriate consideration by the associate CCSDS WG which produced the document.

The Secretariat reported that the ODM document (ISO 22644) is still part of the program of work of ISO TC20/SC13 and will remain so until the publication of the planned standard ISO 26900, which is also under the program of work of Subcommittee ISO/TC 20/SC 14. It was noted that the coordination of the liaison between CCSDS NAV WG and ISO TC20/SC14 WG 3, should report to Subcommittee ISO TC20/SC13 (besides to CCSDS-CMC) and ISO TC20/SC14, on the status of their associated cooperation work, as part of the ongoing, trilateral (CCSDS-SC13-SC14) liaison effort.

It was noted that there are some CCSDS documents that are still in need for submission to ISO Central Secretariat (ISO/CS) as a Draft International Standard (DIS), for ISO processing. This is the case of the RAC document, currently registered as ISO 16363,

which the Secretariat will verify its status for proper submission to ISO Central Secretariat, for ISO DIS vote.

Some CCSDS documents (Blue Books) need ISO numbers and the Secretariat was instructed to update the spreadsheet which correlates CCSDS and ISO documents for an updated distribution to the ISO TC20/SC 13 members. This updating compilation work in a single file will be jointly performed by Mr. Tongson, Mr. Gannett and Mrs. Kahn.

The Secretariat was instructed to investigate on a possible liaison of Subcommittee ISO TC20/SC13 with OMG, under the motivation that may lead to a conclusion that may indicate whether they are submitting ISO TC20/SC13 (and CCSDS) related documents to ISO domain and, if so, what would be the procedure that they would be observing. The Secretariat is asked to report to the ISO TC20/SC13 members on the result of this investigation.

In view of the current need of CCSDS to discuss over a possible retirement of the package of the 4 SCPS Blue Book documents, it is being also identified later consideration that ISO TC20/SC13 may give for a possible retirement of the corresponding, SCPS related ISO standards.

#### **8. Report on ISO Systematic Review Process**

The Secretariat reported on the Systematic Review process and also provided an update on the CMC poll on some CCSDS documents (for Blue and Magenta books). Once a Blue or Magenta book is approved (including revisions) for submission to ISO, the Secretariat sends it to ISO Central Secretariat for processing.

#### **9. Report of delegates regarding their member activities**

- a. Brazil: Reported by Mr. Bergamini, as in **Attachment 7**
- b. Canada: Reported by Mr. Hartman, as in **Attachment 8**
- c. France: Reported by Mr. Soula, as in **Attachment 9**
- d. Germany: Reported by Mr. Pilgram, as in **Attachment 10**
- e. U.K.: Reported by Mr. Allan, as in **Attachment 11**
- f. U.S.A.: Reported by Mr. Hooke, as in **Attachment 12**

#### **10. Review of the current Action Items**

Mr. Bergamini went over each of the Resolutions and Action Items of ISO TC20/SC 13, which were reviewed and discussed in the plenary, departing from the contents as presented in **Attachment 5**, under Ref. N449, derived from the previous 36<sup>th</sup> meeting. As a result, an updated version of Resolutions (N448) and Action Items (N449) have prepared, as presented in **Attachment 13**. The new Resolutions (N459) and Action Items (460) will be object of review and discussion in the coming meeting of the Subcommittee, to be held in London, in the Fall of 2010.

As part of the review of the Action Items, the following considerations were addressed by Mr. Bergamini in the discussions with the plenary:

- In view of the attendance of the Chinese delegation to the CCSDS CMC meeting held in the two preceding days the CNSA HoD was asked to consider with the SAC authorities of China on the possibility that the CNSA HoD to CCSDS may represent SAC on an Ad-Hoc basis, should SAC be impeded to have its own HoD to attend the ISO TC20/SC13 meeting;
- New considerations on the ISO Livelink and CCSDS Website interface were discussed based on the schemes of **Attachment 14**. Mr. Bergamini mentioned the contacts he held earlier in the year (2010) with officials of ISO (Linda Zaech, David Ratcliff and Jan-Henrik Tiedmann) for obtaining support from them to instrument the planned interface, in a structured, gradual fashion. The same type of understanding was held between Mr. Bergamini and CCSDS Website secretariat support (Erin Kahn and Nick Tongson), earlier to this meeting.
- A complete review of the liaisons of the Subcommittee, existing ones and potential new ones will be under consideration, as listed in the following lines of the current minutes.

Other discussions related to the review of the Action Items were also held, although their corresponding comments are presented under the context of the Program of Work with ISO of these minutes, in the above lines.

## **11. Review on existing and possible new Liaisons**

ISO TC20/SC13 maintains currently the following liaisons:

- CCSDS: Consultative Committee for Space Data Systems;
- ESA: European Space Agency;
- ISO TC20/SC14 Subcommittee on Space Systems and Operations;
- ISO TC20/SC14/WG3 on Space Operations and Ground Support.

The formalization of the following, new liaisons are currently under consideration:

- OMG: Object Management Group;
- ISO TC46/SC 11 Subcommittee on Information and Documentation
- ISO TC211 Committee on Geographic Information

## **12. New Business**

There was no new business presented to this plenary of the Subcommittee.

### **13. Planning of the 38<sup>th</sup> meeting (London, U.K.): Formal or informal**

The Subcommittee agreed to hold an informal meeting in London (October 2010) to provide updates on the activities of SC 13. In principle, the informal meeting will be limited to the presentation and discussion over the Resolutions (N459) and Action Items (460) derived from the 37<sup>th</sup> meeting, as in **Attachment 13**.

### **14. Adjourn**

There being no other business for discussion, the meeting was adjourned at 11h05 by Mr. Bergamini.