

***DRAFT REPORT***  
**39th Plenary Meeting**  
**ISO/TC 20 - Aircraft & Space Vehicles**  
**11-13 June, 2003**

**1. Opening of the meeting** (11 June, 09:00)

Mr. Stan Siegel opened the meeting, and introduced TC 20 Secretary, Matt Williams.

Mr. Siegel thanked the BNAE for their hospitality in hosting the meeting.

Mr. Bruno DeBout made opening remarks and welcomed TC20 to Paris.

**2. Roll call of delegates**

Each country introduced their delegates.

**3. Adoption of the agenda**

ISO/TC20 unanimously approved and adopted the agenda N3161 with the following modifications:

- a. Address Items 16.5 and 16.8 on 13 June 2003.

**[RESOLUTION 767]**

**4. Appointment of the drafting committee**

A drafting committee was unanimously appointed, consisting of Laura Hitchcock – U.S. Delegation, John McCulloch – U.K. Delegation, and Bruno Debout – French Delegation.

**[RESOLUTION 768]**

**5. Approval of report of the 38th plenary meeting**

Docs. N3120, N3121, N3122, 3123

ISO TC20 unanimously accepted the reports and resolutions of the 38<sup>th</sup> plenary meeting as detailed in N3120-3123.

**[RESOLUTION 769]**

**6. Report of the TC 20 Secretariat**

Doc. N3153

The Secretary reviewed the report per N3153. As part of the report, the Secretary requested that the ISO/TC 20 Website be moved to the ISO/TC Server.

The report of the secretariat was unanimously approved.

**[RESOLUTION 770]**

ISO TC20 unanimously accepted the proposal to move the TC20 website from the AIA server to the ISO/TC server.

**[RESOLUTION 771]****7. Report of ISO Central Secretariat**

Doc. N3171-3173

Mr. Abram reported per N3171 - N3173. ISO/TC20 unanimously accepted the report. It was noted, during the report, that TC20 is not completing periodic reviews of standards in a timely manner.

**[RESOLUTION 772]****8. ISO/TC 20 liaison activities not covered elsewhere****8.1 ISO concerns on consortia (F. Abram)**

F. Abram explained that if there is a potential risk that an organization external to ISO may undertake some work as a standard writing organization (at an international level), it would be appropriate to look to the possibility of agreeing on the establishment of a Memorandum of Understanding (MOU) between the ISO and that organization. He further noted that the discussions between the ISO/TC20/SC14 and the IADC on Space Debris is a good example of what can be done.

**9. Electronic development and delivery of standards****9.1 ISO plans for electronic business processes (F. Abram)**

F. Abram noted that ISO/TC20 and its SCs are increasing their use of the ISOTC Server. He invited all SC secretaries and conveners to use the ISOTC server in the future, adding that training is available at ISO/CS.

**10. ISO designator/Coversheet method**

Doc. N3182, N3183

L. Hitchcock reported on the history of the issue per N3182 and reviewed a proposed appeal letter to the TMB regarding dual designation per N3183.

ISO TC20 unanimously requested that the TC20 Secretary submit the draft appeal letter which clarifies the business case for the aerospace industry's request for dual designation.

**[RESOLUTION 773]**

**11. Use of Standards Developed by ISO/TC20 (TC20 Secretary)**

The TC20 Secretary discussed with delegates the possibility that some of the documents that have been developed by TC20 may not be getting used, such as documents that were developed by subcommittees that have been inactivated by the TC.

The Chairman requested that the documents of the inactivated subcommittees be reviewed by the entire committee.

**12. "Recognized" international aerospace standards (TC20 Secretary)**

Doc. N3185

ISO TC20 requested that the TC20 Secretary circulate the list of standards approved by TC20 for the recognition process. TC20 further requested that the ISO Central Secretariat forward to the TC20 Secretariat information on how and where access to this list is available as part of the ISO Catalogue in accordance with the terms of the aerospace recognition process.

**[RESOLUTION 774]**

Secretary's Note: F. Abram circulated document N3185, during the meeting, listing the recognized standards and indicating where they can be found on the ISO Server.

**13. National and/or regional standardization actions impacting international standardization activities**

The TC20 Secretary reported that the Mil Spec conversion activity that had been occurring in the USA over the past few years is completed.

**14. Study group on standards and certification (Convener)**

No activity has occurred since the 38<sup>th</sup> plenary meeting.

**15. Reports of working groups****15.1 WG13, Integrated Data Processing Materials Management, (U.S.A.)**

Doc. N3174

The WG13 Convener reported per N3174.

ISO TC20 unanimously accepted the report of WG13, Integrated Data Processing Materials Management.

**[RESOLUTION 781]**

ISO TC20 also unanimously approved three resolutions as follows:

- a. In view of the use of the ATA SPEC 2000 Part Marking methodology in multiple industries and in accordance with ISO Directive, WG 13 is directed to ensure they do not use any words in the ongoing revision of 21849 which would inhibit the use of 21849 by any industry or company who desires to follow 21849.

**[RESOLUTION 782]**

- b. Recognizing that ISO 21849 will be moved from TC 20 to TC 184 upon publication of the ongoing revision to ISO TS 21849 and the adoption of 21849 by TC 184/SC4 to support ISO 10303, AP 239, WG 13 is directed to include appropriate TEIs to support AP 239 needs.

**[RESOLUTION 783]**

- c. ISO TC 20 approves a Liaison relationship with JTC 1/SC31 "Automatic identification and data capture techniques" with Dr. King Yee (TC 20/WG 13 Chair) and Mr. Frank Goodell (USA) as its representatives and a Liaison relationship between TC 20/WG 13 and JTC1 SC 31/WG 2 with Dr. King Yee and Mr. Frank Goodell as the representatives. TC 20 requests its Secretariat to take the necessary actions to implement Liaison arrangements as soon as possible.

these

**[RESOLUTION 784]**

## 16. Reports of TC 20 subcommittees

### 16.1 SC 1 Aerospace electrical requirements (China)

Doc. N3146 & N3147

ISO TC20 unanimously accepted the report and master plan of SC1 per N3146 and N3147. TC20 strongly urged Germany to seek appropriate representation for SC1 and encourages other members to also participate.

**[RESOLUTION 776]**

### 16.2 SC 4 Aerospace fastener systems (Russian Federation)

Doc. N3175, N3176

TC20 unanimously accepted the report of SC4 per N3175 and N3176. TC20 acknowledged the Russian secretariat's request that a new secretariat with closer ties to the fastener community be found. TC20 strongly urged the members to consider assuming the SC4 Secretariat. TC20 joined SC4 in recognizing the outstanding contributions of Dominique Maillard to the work of SC4.

**[RESOLUTION 777]**

### 16.3 SC 6 Standard atmosphere (Russian Federation)

Doc. N3177, N3184

ISO TC20 unanimously accepted the report and master plan of SC6 per N3177 and N3184. TC20 encourages O members of SC6 to consider becoming P members to help progress the work of SC6.

**[RESOLUTION 778]**

### 16.4 SC 8 Aerospace terminology (Russian Federation)

Doc. No. N3178

ISO TC20 unanimously accepted the report of SC8 per N3178. TC20 shared SC8's concern over the lack of participation by English speaking countries and urged the USA and UK to seek appropriate representation.

**[RESOLUTION 779]**

**16.5 SC 9 Air cargo & ground equipment (U.S.A.)**

Doc. N3158

ISO TC20 unanimously accepted the report of SC9 per N3158. TC20 further thanked France for considering assuming the secretariat position for SC9 which was relinquished by the USA. TC20 also joined SC9 in urging Brazil and Canada to become P members to ensure the needs of regional aircraft are appropriately met.

**[RESOLUTION 780]****16.6 SC 10 Aerospace fluid systems & components (U.S.A.)**

ISO TC20 commended Germany for assuming the Secretariat for SC10 as relinquished by the USA.

**[RESOLUTION 785]****16.7 SC 13 Space Data and Information Transfer Systems (U.S.A.)**

Doc. N3154 &amp; N3155

ISO TC20 unanimously accepted the report and revised master plan of SC13 per N3154 and N3155, with the addendum that the USA and Brazil should be listed as P members.

**[RESOLUTION 786]****16.8 SC 14 Space Systems and Operations (U.S.A.)**

Doc. N3164

ISO TC20 unanimously accepted the report of SC14 per N3164 and approved the creation of a new SC14 working group on Space Debris.

**[RESOLUTION 787]**

Gael Squibb, SC14 Chairman, reported on the activities at the SC's most recent plenary meeting. This report included a resolution for the SC to transition to a full TC.

ISO TC20 advised SC14 that it will take under consideration the request of SC14 to transition to an ISO TC. TC20 recommended that each of the national delegations review this request with their national standards bodies, appropriate space agencies and impacted industry members. TC20 will then address this issue at their next meeting.

**[RESOLUTION 788]****16.9 SC15 Airframe bearings (U.S.A.)****16.9.1 Overlap of AECMA and ISO standards on airframe bearings**

ISO TC20 noted that no report was submitted by SC15. The TC20 Secretary was requested to re-affirm the leadership of SC15 and determine the status of current work items. The Secretary will then forward this information to AECMA-STAN so that it can be determined if there is any overlap in the respective programs of work.

**[RESOLUTION 789]****17. ISO/TC 20 Business Plan****17.1 Review of ISO/TC20 Business Plan**

Doc. N3161

ISO TC 20 unanimously requested that the TC 20 Secretary incorporate the recommended changes to the TC 20 Business Plan suggested at the 39<sup>th</sup> meeting. TC20 further requested that the SC and national delegates reassess the plan to ensure it accurately reflects the current business, economic and political situation and forward any necessary changes electronically to the TC20 Secretary within 60 days.

**[RESOLUTION 775]****17.2 Review of strategic tasks - not covered elsewhere****17.2.1 Status of TC 207 – Environmental Issues (Russia)**

The country responsible for reporting on this item was changed from Canada to Russia for future meetings.

**17.2.2 SI Conversion (Japan)**

Doc. N3179

ISO TC20 unanimously accepted the report on SI Conversion as prepared by the Japanese delegation per N3179.

**[RESOLUTION 793]****18. TC 20 liaison with other aerospace standards organizations**

18.1 ABMA (USA) <http://www.abma-dc.org>

18.2 AIA (USA) <http://www.aia-aerospace.org>  
Doc. N3166

ISO TC20 unanimously accepted the liaison report from the Aerospace Industries Association per N3166.

[RESOLUTION 791]

18.3 AIAA (USA) <http://www.aiaa.org>

18.4 ARINC (USA) <http://www.airinc.org>

18.5 ASTM (USA) <http://www.astm.org>

18.6 EUROCAE (France) <http://www.eurocae.org/>

18.7 IATA (Canada) <http://www.iata.org>

18.8 ICAO (Canada) <http://www.icao.int>

18.9 IEEE (USA) <http://www.ieee.org>

18.10 IFATCA (USA) <http://www.ifatca.org>

18.11 JAA (AECMA) <http://www.jaa.nl>

18.12 RTCA (USA) <http://www.rtca.org>

18.13 SAE (USA) <http://www.sae.org>

18.14 IAQG (USA) <http://www.iaqg.org>  
Doc. N3159

ISO TC20 unanimously accepted the liaison report from the International Aerospace Quality Group per N3159.

[RESOLUTION 790]

18.15 IEC (USA) <http://www.iec.ch>

18.16 AECMA-STAN (AECMA) <http://www.aecma.org>  
Doc. N3180



ISO TC20 unanimously accepted the liaison report from AECMA-STAN per N3180.

**[RESOLUTION 792]**

**19. TC 20 liaison with other ISO TC's**

Doc. N3148, N3149, N3150, N3151

The liaison reports were reviewed by the committee.

**20. Work program items making slow or no progress**

All SC Secretaries were asked to work with ISO/CS and the TC20 Secretary to follow-up on this information.

**21. Requirements concerning a subsequent meeting**

ISO TC20 would welcome the opportunity to hold their next meeting in Russia to forge closer ties with our Russian members. TC20 is pleased that the Russian delegation will look into the possibility of hosting the next ISO TC20 meeting in October 2004.

**[RESOLUTION 794]**

**22. Any other business**

F. Abram reported on the terms of the TC20 SC Chairmen per N3181.

**23. Approval of resolutions and statement of results**

The resolutions (767-797) taken during the meeting were reviewed and unanimously approved by TC 20. See Documents N 3170 and N 3186.

**24. Appreciation**

ISO TC20 acknowledged the years of outstanding contribution by Mr. John McCulloch of the UK and wished him many happy years in his retirement.

**[RESOLUTION 796]**

ISO TC20 expressed their sincere thanks and appreciation to our French hosts, BNAE, and Mme Klein for their warm and gracious hospitality and kindness during the 39<sup>th</sup> Plenary Meeting of ISO TC20.

**[RESOLUTION 797]**

**25. Adjournment**

There being no further business, the meeting was adjourned.