



## Secretariats of ISO/TC20/SC13 and ISO/TC20/SC14

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### Agreement for Definition of a Joint Work Procedure for Identification and Exploration of Liaison Work Related to ISO Standards in Space Systems

This document expresses an agreement between Subcommittees ISO/TC20/SC13 on Space Data and Information Transfer Systems and ISO/TC20/SC14 on Space Systems and Operations. The purpose of this agreement is to improve and maintain cooperation between the two subcommittees in areas of standardization of Space Systems where they have common and complementary interests. This cooperation is expected to be practiced in a way that, while each of the two Subcommittees shall be observing the technical work prescribed by its own charter, jointly, they may also, on a continuous basis, adjust their respective technical activities not only for avoiding the potential of duplication of efforts but, also, for guaranteeing that they may reflect technical activities of complementary nature between them. So that, to the best possible extent, the standardization of Space Systems may be completely covered, by the overall context of the activities of both Subcommittees.

Under the context of this Agreement, it is opportune to observe that, from its inception, ISO/TC20/SC13 Subcommittee has a common identity and very close correspondence with the Consultative Committee for Space Data Systems (CCSDS), based on other ISO agreements. For this reason, this Agreement refers to ISO/TC20/SC13 and CCSDS in a way that, depending on the specific context, they may be considered to be synonymous of each other.

This agreement outlines communication and the interaction mechanisms which are to be used by the subcommittees to foster their desired cooperation. To the extent that the two subcommittees may develop improved methods of communication between them, the details of their resulting interactions may change to more sophisticated mechanisms than those basic ones which are described below. Regardless, this agreement establishes the intent of the two subcommittees to communicate and to interact effectively, using the described basic mechanisms or similar, but more evolved ones that may prove to be required, in a later time.

Given the above, introductory terms, ISO/TC20/SC13 and ISO/TC20/SC14 Subcommittees and CCSDS agree to the following basic procedures for guiding their joint activities:

1) On an agreed-to periodic basis (initially monthly), the subcommittees shall communicate their activities by issuing a **'Technical Report'** that may permit to both Subcommittees and CCSDS to be kept aware of each other's Program-of-Work, including any changes in the status of projects (initiated, in work, cancelled, etc.). In the case of CCSDS and ISO/TC20/SC13 Subcommittee, they will issue a single, joint Technical Report;

2) In recognizing that the flow of **technical information must be guaranteed**, a pair of experts, referred to as the ISO/TC20/SC13//CCSDS and ISO/TC20/SC14 **'Technical Report Contacts'** shall produce and transmit each subcommittee's Technical Report to the other subcommittee on the agreed-to periodic basis;

3) The Technical Report Contacts will examine the report from the other subcommittee (including CCSDS), and insure that it is distributed to the pertinent working groups leads, so that they may be able to: **3.1)** Identify potential areas or topics of collaboration that may promise further, joint exploration of standardization in Space Systems, and; **3.2)** Avoid potential areas of duplication in the standardization of Space Systems. The Technical Report Contacts will also augment the distribution list to other recipients (Committee management, Area Directors, Working Group Chairs, etc.) as found to be needed, for insuring that the goals of the cooperation commitment are met;

4) When working group leads identify potential topics or endeavors that may lead to the joint exploration of one or more work items that may naturally require the collaboration or coordination between ISO/TC20/SC13//CCSDS and ISO/TC20/SC14 domains, then, on a 'Ad-Hoc' basis, a related '**Joint Technical Group**' (JTG) may be proposed to ISO/TC20/SC13 (and CCSDS) and SC14 managements, for their respective considerations;

5) If ISO/TC20/SC13, associated to CCSDS, and ISO/TC20/SC14 managements agree that a JTG activity is warranted, they will produce for each specific work item a corresponding joint agreement, to be expressed in terms of a '**Liaison Agreement for Work Item**', or a "LAWI". The LAWI has, then, to be approved as a joint document by the two Subcommittees, including also CCSDS. The LAWI agreement will include a basic "Plan-of-Work", or "PoW". After the joint approval of the LAWI and of its corresponding PoW, its execution will be authorized in the domain of each of the two Subcommittees, including CCSDS.

To the extent that agreements are established, other mechanisms for supporting routine business (like scheduling of meetings, etc.) in the same basic way as they are currently used by the subcommittees, in separate, are also expected to be employed in support to the execution of joint Plans-of-Work (PoWs).



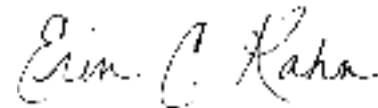
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