



**SUBJECT:** Minutes of the 30th International Organization for Standardization  
(ISO/Technical Committee (TC) 20/Subcommittee (SC) 13 Meeting

**LOCATION:** Izmajlovo Hotel – Beta, Moscow, Russian Federation

**DATE:** 28 September 2006

**SECRETARIAT:**  
USA (ANSI)

**PARTICIPATING COUNTRIES ( P - Members ):**

Brazil (ABNT)  
Canada (SCC)  
China (SAC)  
France (AFNOR)  
Germany (DIN)  
Israel (SII)  
Italy (UNI)  
Japan (JISC)  
Russian Federation (GOST R)  
Ukraine (DSSU)  
United Kingdom (BSI)  
United States (ANSI)

**OBSERVER COUNTRIES ( O - Members ):**

Argentina (IRAM)  
India (BIS)  
Korea, Republic of (KATS)  
Poland (PKN)  
Sweden (SIS)

**ATTENDACE:**

<b><u>Country</u></b>	<b><u>Name</u></b>
Brazil	Eduardo Bergamini (Chair)
Canada	Leo Hartman
France	Jean-Marc Soula
Germany	Martin Pilgram
Italy	Loredana Bruca
Russia	Alexey Mutafian Georgy Tkachenko
United Kingdom	Peter Allan
United States	Mike Kearney (Representing the Secretary, Dr. John D. Kelley) Adrian Hooke Neil Dissinger (Drafting Committee)

## **1. Opening of the Meeting**

Dr. Eduardo Bergamini called the meeting to order.

## **2. Roll Call of the Delegates**

The following nations were represented at the meeting: Brazil, Canada, France, Germany, Italy, Russia, the United Kingdom and the United States. Representatives from China, Israel, Japan, and Ukraine were not present.

## **3. Adoption of the Agenda**

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

## **4. Appointment of a Drafting Committee**

In compliance with the ISO requirement to appoint a drafting committee, the subcommittee resolved that Mr. Neil Dissinger, in support of the TC20/SC13 Secretariat, would be responsible for drafting and distributing the meeting minutes.

## **5. Report of the Secretariat**

### **a. Approval of Draft Minutes of the 2005 Spring Meeting**

Draft minutes from the previous meeting for 2005 Fall were approved by the attendees without comment or correction.

### **b. Review of ISO TC20/SC13 Programme of Work**

Mr. Dissinger presented information on the current status of the ISO TC20/SC13 Programme of Work. (See [Attachment 02](#).)

### **c. Review and Status of Action Items from 2005 Fall: See [Attachment 03](#).**

### **d. Review of Resolutions since the 2005 Fall ISO TC20/SC13 Meeting: See [Attachment 04](#).**

## **6. Report of Delegates**

### **a. Brazil – See [Attachment 05](#).**

### **b. Canada – See [Attachment 06](#).**

- c. **France** – See [Attachment 07](#). Mr. Jean-Marc Soula noted that approval for documents that will be submitted for ISO/TC20/SC13 Enquiry review has been incorporated into the CCSDS CMC e-polling process. However, he requested that better identification of this submittal to ISO in the text of the e-poll, so that the CCSDS Principal Delegates may become clearly aware that the CCSDS document is being considered for submission to the ISO Central Secretariat. This e-polling measure request to CCSDS is being expressed in these minutes by Resolution and Action Item (SC13-2006-09-01).
- d. **Germany** – See [Attachment 08](#).
- e. **Italy** – See [Attachment 09](#).
- f. **Japan** – See [Attachment 10](#).
- g. **Russian Federation** – See [Attachment 11](#).
- h. **United Kingdom** – See [Attachment 12](#).
- i. **United States** – See [Attachment 13](#).

## 7. Report of TC20/SC13 Liaison Activities

It was reported that the CCSDS Navigation Working Group and the TC20/SC14 Operations and Ground Support Working Group may be developing competing orbit data transfer standards. Both groups have assigned personnel to attend meetings as liaisons. It has been proposed to include some of the TC20/SC14 standard that is being developed into the existing TC20/SC13 standard. However, both subcommittees have not finalized an agreement on the coordination of their standards to prevent the possible publication of competing standards. The discussion of this issue is being considered with the Chairman of TC20/SC14, in the terms expressed by Action Item (SC13-2006-09-03), after the execution of resolution and Action Item SC13-2006-09-02.

## 8. New Business – Status of TC99

It was reported that the issue of combining TC20 SC13 and SC14 to form a new TC has not been brought before the TMB for a decision. TC 20 did not approve the merger. In the meantime, it was agreed that SC13 and SC14 should continue to align their work programs and to cooperate with the adoption of technical liaisons in areas of common concern whenever they may complement each other.

## 9. Future Meetings

The following schedule was agreed for the 2007 Winter ISO TC20/SC13 meeting:

Next, 31st. meeting: 2007 January 26 (Friday) – Colorado Springs, Colorado, US

Future meetings:

- 2007 September – Darmstadt, Germany
- 2008 April – USA
- 2008 Fall – UK or Germany
- 2009 Spring – USA
- 2009 October – Netherlands
- 2010 May – USA
- 2010 October – UK or Germany

## **10. Review and Approval of Resolutions and Action Items**

The draft Resolutions and Action Items were reviewed ([Attachment 14](#)).

## **11. Adjournment**

Dr. Bergamini adjourned the TC20/SC13 meeting.

