

SUBJECT: Minutes of the 32nd International Organization for Standardization (ISO) Technical Committee (TC) 20 Subcommittee (SC) 13 on Space data information transfer systems Meeting

LOCATION: ESA/ESOC – Darmstadt, Germany

DATE: 08 October 2007

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)

ATTENDANCE:

<u>Country</u>	<u>Name</u>
Brazil	Eduardo W. Bergamini (HoD for ABNT and Chairman, SC13)
France	Jean-Marc Soula
Germany	Martin Pilgram
Italy	Loredana Bruca
Japan	Kaneaki Marita (HoD) Tarsuya Makia Ikno Nohara

Russia	Vladimir Grishin (HoD) Alexey Mutafyan Vladimir Starostin Georgy Tkachenko Marina Gouztovaia (Translator, appointed. by ESA/ESTEC)
United Kingdom	Peter Allan
United States	Mike Kearney (Secretary, SC13 and CCSDS) Adrian J. Hooke (HoD, ANSI) Erin Cliggett Kahn (Drafting Committee) Craig Day (CCSDS Secretariat Staff)
ISO	François Abram (invited, ISO Stds. Dept.)

1. Opening of the Meeting

After the opening welcome of the meeting by Mr. Mike Kearney, Secretary, Chairman Dr. Eduardo Bergamini called the meeting to order.

2. Roll Call of the Member Delegates

The following P-Member nations were represented at the meeting: Brazil, France, Germany, Italy, Japan, Russia, the United Kingdom and the United States. P-Member representatives from Canada, 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 to the appointment of a drafting committee, the subcommittee resolved that Ms Erin Cliggett Kahn, 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 2006 Fall Meeting (Colorado Springs)

The draft minutes from the previous meeting for 2006 Fall, held in Colorado Springs, were approved by the attendees with comments but with no written modification in its original contents.

b. Review of ISO TC20/SC13 Programme of Work: See [Attachment 02](#).

The Programme of Work was presented by Ms. Erin Kahn. As an invited attendant to the meeting, Mr. François Abram took the opportunity for reminding the secretariat on the routine need of registration by the SC 13 Secretariat with ISO Central Secretariat after the systematic review votes of each document have been closed.

c. Review and Status of Action Items from 2006 Fall Meeting. See [Attachment 03](#).

6. Report of Delegates

a. Brazil – See [Attachment 04](#).

b. France – See [Attachment 05](#).

c. Germany – See [Attachment 06](#).

d. Italy – See [Attachment 07](#).

e. Japan – See [Attachment 08](#).

f. Russian Federation – See [Attachment 09](#).

g. United Kingdom – See [Attachment 10](#).

h. United States – See [Attachment 11](#).

7. Report of TC20/SC13 Liaison Activities

7.1 ISO TC20/SC14 report

Ms. Erin Cliggett Kahn, as the TC20/SC14 Secretary, spoke on behalf of Mr. Larry Schultz, Chairman of TC20/SC14, who was, after an invitation from TC20/SC13 Chairman, unable to attend the meeting. Ms. Kahn mentioned that TC20/SC14 looks forward to the continued formalization of the liaison with TC20/SC13 through shared programmes of work, subcommittee and working group meeting minutes, and through the coordination between national member body contacts from both subcommittees. The programme of work from TC20/SC14 was shared with the committee ([Attachment 12](#)), at the occasion.

7.2 ISO TC20/SC13 and ISO TC20/SC14 cooperation activities

GENERAL OVERVIEW

The Chairman of SC13 addressed a brief report on the general status of the on going cooperation with SC14. His comments were related to the recent correspondence which was produced by SC13. The SC13 correspondence is documented under the following references: N404 and N405, signed jointly by SC14 as well, and the pair N406 and N413, both of them addressed by SC13 to SC14. See [Attachment 13](#).

ADDRESSING BY MR. FRANCOIS ABRAM (ISO STANDARDS DEPT.)

The Chairman of ISO TC20/SC13 welcomed Mr. François Abram, Technical Program Manager of ISO Standards Department, who kindly accepted the invitation to attend this meeting. At the occasion, Mr. Abram briefly addressed pertinent aspects related to the on going ISO TC20/SC13-SC14 cooperation technical work. They comprise the following aspects. The on going cooperation work is leading to a new, joint version of an ISO Orbit Data Messages (ODM) standard, which is also expected to be fully compliant with the new version of the CCSDS Recommendation for standard CCSDS 502.0-B-2. Subsequently, the mentioned CCSDS Recommendation for standard is expected to be formally published by ISO TC20/SC14 as an ISO Standard, under the ISO “cover-sheet” process, after the pre-established agreement which has been made among the involved CCSDS-SC13 and SC14 parties, with the explicit support which is being given in that direction by (Mr. F. Abram) ISO Standards Department. At the same occasion, Mr. Abram also expressed his wishes that such a cooperation effort may lead to other initiatives which may increase the cooperation between ISO TC20/SC13 and ISO TC20/SC14, over the wide scope of their respective areas of competence. In sequence, Mr. Abram also expressed that a continuing cooperation effort between ISO TC20/SC13 and ISO TC20/SC14 Subcommittees may reach a state of maturity that may opportunely justify the merging of their technical competences under a new TC, in this case, to be dedicated to Space Systems. The Chairman of ISO TC20/SC13 thanked Mr. Abram for his very opportune attendance and important contribution to the meeting.

DISCUSSIONS

It was felt from the attendants to the meeting a positive attitude that incentivates the continuation of the cooperation between ISO TC20/SC13 and ISO TC20/SC14 Subcommittees. It was also felt from the discussions held in the meeting the impression that a gradual intensification of this cooperation effort may eventually lead to a better and a complete definition of the scope of action of each of the two Subcommittees. Along this cooperation effort, it is expected that both Subcommittees may gradually be complementing each other in covering the wide scope of technical competence in Space Systems, for the development of ISO standards.

The Chairman of ISO TC20/SC13 mentioned that he had been maintaining contact with Dr. Bruce Mahone, the Chairman of ISO/TC20, since their last ISO/TC20 Plenary, held in Brazil, in October/November 2006. It was also mentioned that Dr. Mahone has consistently expressed that he is, in principle, open to the idea of a new ISO TC in Space Systems but that, at the same time, he would like to see additional work done between ISO TC20/SC13 and ISO TC20/SC14 Subcommittees that may justify, at some point in time, the possibility of a new ISO TC in Space Systems. Consistently, it is reminded that the last TC 20 Plenary explicitly proposed an increase in the joint cooperation between SC13 and SC14.

Summing it up, the Chairman of ISO TC20/SC13 expressed his concern, also shared by the ISO TC20/SC13 Secretary (Mr. Mike Kearney), that a constant joint effort with ISO TC20/SC14 may evolve from the already existing, current agreements, under a comprehensive process, to a state of maturity that may naturally justify a consequent planning and structuring of a new TC in Space Systems, in a future opportunity. The naturally existing ties of ISO TC/SC13 with CCSDS since the inception of the Subcommittee, as approved by ISO, was also remembered. At this point, it is opportune to mention that Mr. François Abram played a key role in the creation of the ISO TC20/SC13 Subcommittee. Therefore, it may also be expected that the opportune proposal of a new ISO TC in Space Systems from the part of ISO TC20/SC13 Subcommittee may also result from its full agreement with CCSDS and, at the same time, from an strictly joint action with ISO TC20/SC14 and with ISO Standards Department and TMB.

It is also opportune to remind ISO TC20/SC13 Chairman mention on the consistently cooperative attitude he has felt from the part of the ISO TC20/SC14 Chairman, Dr. Larry L. Schultz in all the recent, joint actions and correspondence which have been addressed to him by ISO TC20/SC13.

7.3 Other Liaisons

No other liaisons subject was identified for discussion, at the occasion.

8. New Business

As a change in TC20/SC13 Secretariat support, it was announced that Mr. Neil Dissinger will no longer be supporting the Secretariat and that Ms Erin Cliggett Kahn is taking his place. Dr. Bergamini expressed the acknowledgement from ISO TC20/SC13 Subcommittee for all the very professional secretariat work support received from Mr. Dissinger. The Chairman and the Secretary of TC20/SC13 also expressed their thanks to ESA/ESOC for their excellent hosting that made possible the realization of this meeting.

Otherwise, there was no new business for consideration by the Subcommittee, at the occasion.

9. Future Meetings

Due to unforeseen circumstances, the Penrose House in Colorado Springs will no longer be available for the CCSDS/CMC/SC 13 Meetings in the Spring of 2008, as originally planned. CCSDS Secretariat Staff and NASA are currently working to identify a new location for the 2008 Spring meeting, which will be opportunely announced to the Subcommittee Members.

10. Review and Approval of Resolutions and Action Items

The draft Resolutions and Action Items which resulted from the meeting are updated in view of the discussions held in the Subcommittee meeting. See [Attachment 14](#) for the Resolutions and [Attachment 15](#) for the current status of the Action Items.

11. Adjournment

Dr. Bergamini adjourned the ISO TC20/SC13 meeting.

ENCLOSURES

LIST OF ATTACHMENTS TO THE MINUTES OF THE 32nd. MEETING OF ISO TC20/SC13 MEETING (DARMSTADT, OCTOBER 08, 2007)

(Updated in December 21, 2007)

- ATTACHMENT 01 - Agenda of the meeting
- ATTACHMENT 02 - ISO TC20/SC13 reported Program-of-Work
- ATTACHMENT 03 - Action Items from the 31st. meeting
- ATTACHMENT 04 - Report by ABNT/Brazil
- ATTACHMENT 05 - Report by AFNOR/France
- ATTACHMENT 06 - Report by DIN/Germany
- ATTACHMENT 07 - Report by UNI/Italy
- ATTACHMENT 08 - Report by JISC/Japan
- ATTACHMENT 09 - Report by GOST/Russian Federation
- ATTACHMENT 10 - Report by BSI/U.K.
- ATTACHMENT 11 - Report by ANSI/USA
- ATTACHMENT 12 - ISO TC20/SC14 reported Program-of-Work
- ATTACHMENT 13 - Copy of SC13 References N404, N405, N406 and N413
- ATTACHMENT 14 - Resolutions from 32nd. ISO TC20/SC13 meeting
- ATTACHMENT 15 - Action Items from 32nd. ISO TC20/SC13 meeting