

TO THE TC/SC SECRETARIES AND CHAIRMEN

IMPORTANT: TO READ CAREFULLY AND TO INFORM YOUR
CONVENORS/PROJECT LEADERS
ACCORDINGLY

You will find hereafter the ISO TMB resolution 30/2003 taken during the last
27th TMB meeting held on the 2-3 June 2003.

Please read it carefully as TMB Resolution 30/2003 concerns the new timeframes for the
technical work , of direct relevance to your Technical committee and to be implemented as
from the 1st SEPTEMBER 2003 FOR ALL NEW
PROJECTS (IS) .

As usual, the next TMB communiqué (to come) will explain this resolution as well as some
other TMB decisions . The TMB Communiqué is the official channel to provide all ISO
member bodies and TC/SC secretaries with the information from the ISO TMB and you are
encouraged to read it carefully. I'll send you an electronic version when available. However
the following is just to help you understand (and prepare) to the new rules, soon to be
implemented.

Technical Management Board resolution 30/2003
Timeframes for the technical work in ISO

The Technical Management Board,

approves the final version of the document with timeframes for the technical work of ISO
committees as contained in TMB working document 35/2003, (extract of TMB
WD35 attached, to be read)

thanks its member Mr. E.-P. Ziethen (DIN) for the preparation of this document and
recalls Resolution 3/2003 as given below:

Technical Management Board resolution 3/2003
Monitoring of the standards development process
The Technical Management Board

thanks its task force for the proposals concerning possible improvements of
the efficiency of the standards development process, considers it to be of highest importance
to reduce the time frames for the development of International Standards,

approves the proposals in principle, with the following amendments:

- the proposals shall be discussed at the TC/SC chairs' conference in June
2003 with a view to identifying means to achieve the objectives of the proposals
requests that the proposals be implemented by 1 September 2003,

invites the task force leader, Mr. Ernst-Peter Ziethen (DIN - Germany), to
modify the proposals with a view to including the above amendments by 25 February 2003
and to circulating the modified proposals to the TMB for approval,
further decides for existing work items

- to reduce from 3 to 2 years the permitted time period during which a project can be stagnant prior to cancellation

- to reduce from 7 to 5 years the permitted time period for a project to advance to publication stage failing which it shall be cancelled,

asks the Central Secretariat to implement these new time periods as of 1 September 2003 and to amend its alert system to provide one year's notice of the possibility of cancellation.

To summarize :

As from the 1st September 2003:

1/ For all new projects intended to become International Standards (not for TS, PAS, TR): You will have to choose and indicate the timeframe (also called track) chosen for these projects to be registered on your WP as indicated in the attached document

- Recommended timeframe (see Table 1): 36 months – This is the preferred timeframe for developing International Standards.

- Accelerated timeframe (see Table 2): 24 months – This timeframe may be agreed if there is an urgent market need or if a suitable document is available that can be submitted directly to enquiry.

- Enlarged timeframe (see Table 3): 48 months – In exceptional cases, an enlarged timeframe may be agreed if appropriate justification is given (e. g. in the case of terminology or innovative test methods).

Actions to be taken by ISO/CS and TMB

A project is cancelled automatically:

- if the target date for DIS (stage 40.00) is not met and if the TC/SC has not taken and implemented a decision within 6 months after the target date has expired,

- if the target date for FDIS (stage 50.00) is not met and if the TC/SC has not taken and implemented a decision within 6 months after the target date has expired,

- if the maximum timeframe (5 years) is not met and if the TC/SC does not provide appropriate justification which would allow TMB to grant an exception,

- if there is no visible progress within 2 years (i. e. no change of stage code) and if the TC/SC does not provide appropriate justification which would allow TMB to grant an exception.

Note – A cancelled project may be continued if a new enquiry among the ISO members has shown that there is still a market need to develop an International Standard.

Some target dates are given as guidelines in the 3 tables provided in the attached document.

2/ For all other existing WIs already on your WP, and as from the 1st September 2003:

Only the new TMB automatic cancellation rules will apply:

- to reduce from 3 to 2 years the permitted time period during which a project can be stagnant prior to cancellation
- to reduce from 7 to 5 years the permitted time period for a project to advance to publication stage failing which it shall be cancelled,