INCITS 2022 Symposium

The InterNational Committee for Information Technology Standards - INCITS

INCITS Organization Policies and Procedures

June 2022

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INCITS PBC Chair
The revisions to 2022 draft of INCITS OP&P have been made and a draft is ready to be circulated out.

USNC Annex A is also going to be updated with same changes as noted in INCITS OP&P
Major Changes in 2022 INCITS OP&P

- Expert Group (EG) Voting
- U.S. TAG Letter Ballot Resolution Process

**Note:** These changes are still under review and have not yet been approved.
Expert Group (EG) Voting

- Clarification that, with the exception of EB EGs serving as U.S. TAGs, all other EGs do not have voting members or formal voting.
- EGs establish consensus by taking informal meeting votes on an individual basis.
New Voting Table 8.6, EB EG Voting Method and Approval Criteria

<table>
<thead>
<tr>
<th>Executive Board EGs Serving as U.S. TAGs</th>
<th>Voting Method</th>
<th>Approval</th>
<th>Cross Reference</th>
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<tr>
<td>International - Organization/Administrative</td>
<td>meeting vote</td>
<td>Majority</td>
<td>7.15</td>
</tr>
<tr>
<td>Vote on U.S. Delegation</td>
<td>meeting vote</td>
<td>2/3 voting</td>
<td>7.13, 7.14</td>
</tr>
<tr>
<td>Nomination of Project Editors</td>
<td>meeting vote</td>
<td>2/3 voting</td>
<td>7.13</td>
</tr>
<tr>
<td>Recommendation on Nomination for WG Convenor, SC Chair</td>
<td>meeting vote</td>
<td>Note 1</td>
<td>7.13</td>
</tr>
<tr>
<td>International - Standards Processing</td>
<td>meeting vote</td>
<td>2/3 voting</td>
<td>7.4</td>
</tr>
<tr>
<td>Vote on Contributions, Comments</td>
<td>meeting vote</td>
<td>2/3 voting</td>
<td>7.7.1</td>
</tr>
<tr>
<td>Vote on SC NP (Answers to seven questions)</td>
<td>meeting vote</td>
<td>Majority</td>
<td>7.4</td>
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<tr>
<td>Vote on JTC 1 N document (Other than NP or DTR)</td>
<td>meeting vote</td>
<td>2/3 voting</td>
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<tr>
<td>Vote on CD, PDTR, FPDTR</td>
<td>meeting vote</td>
<td>2/3 voting</td>
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<tr>
<td>Vote on Draft Technical Corrigenda</td>
<td>meeting vote</td>
<td>2/3 voting</td>
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</tr>
<tr>
<td>Recommendation to Executive Board on NP, DTR, DTS, DIS, DAM, FDIS, FDAM</td>
<td>meeting vote</td>
<td>2/3 voting</td>
<td>7.7, 7.10</td>
</tr>
<tr>
<td>Submittal of American National Standard to Executive Board as Candidate for JTC 1 Fast Track Procedures</td>
<td>meeting vote</td>
<td>2/3 voting</td>
<td>7.11</td>
</tr>
</tbody>
</table>
U.S. TAG Letter Ballot Resolution Process

- New Procedure (Section 7.11) for resolving any comments submitted with a Negative vote in response to U.S. TAG Letter Ballots
- Applies to only non-accelerated U.S. TAG LBs on:
  - NP
  - CD
  - DIS
  - FDIS
  - DAM
  - FDAM
  - DTR
  - DTS
  - Draft Technical Corrigenda
  - Other SC and JTC 1 Level items
U.S. TAG Letter Ballot Resolution Process

- Determine the need for a Resolution Meeting (RM)
- Conducting the RM
- Actions Resulting from the RM
Determine the need for a Resolution Meeting (RM)

- U.S. TAG Chair notifying the membership of any Negative votes upon close of a U.S. TAG LB.
- Negatives votes can be modified in writing as desired by the voter. If all Negative votes have been resolved, no need for RM.
- Non-substantive or non-actionable comments that could not be resolved do not require a RM – INCITS Secretariat along with U.S. TAG chair makes this decision
- INCITS Secretariat in consult with U.S. TAG Chair may determine that an international ballot due date precludes the use of an RM
Conducting the Resolution Meeting (RM)

- U.S. TAG Chair is going to appoint a RM Chair. A negative voter cannot serve as RM Chair.
- Meeting: virtual or in person, 3-5 calendar days of the LB Closing date, minimum of 1 hour meeting time, availability of negative voters is a priority for RM.
- If the Resolution Meeting develops changes by RM consensus to either (a) the text in the ballot motion, or (b) the balloted text/document referenced by the motion, the meeting attendees should determine by consensus if the changes are substantive or non-substantive. The RM chair should determine consensus.
U.S. TAG Letter Ballot Resolution Process

- Actions Resulting from the Resolution Meeting (RM)
  - If the proposed changes are non-substantive, the revised ballot motion or revised text/document can be approved by action of the RM, provided that the current U.S. TAG LB is successful.
  - Where proposed changes are substantive or the current U.S. TAG LB is not successful, the current U.S. TAG LB may be set aside, and a new U.S. TAG LB containing the revised text and the RM Meeting Report is going to be issued to the U.S. TAG.
  - RM Meeting Report is required.
Thank you