



ISO/IEC JTC 1 Special Working Group on Accessibility (SWG-A)

JTC 1 SWG-A N 503

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Document Type: Future Maintenance of ISO/IEC TR 29138 Parts 1-3

Title: **JTC 1 Approved Plan for the Future Maintenance of ISO/IEC TR 29138 Parts 1-3**

Source: JTC 1 Secretariat

Requested Action: Resolution 23 from the November 2011 JTC 1 Plenary details the approved plan for the future maintenance of ISO/IEC TR 29138 Parts 1-3.

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Resolution 23 – Future maintenance of ISO/IEC TR 29138-1, ISO/IEC TR 29138-2 and ISO/IEC TR 29138-3

JTC 1 notes that the ISO Central Secretariat has agreed to publish updated versions of the SWG on Accessibility documents (TR 29138-1, TR 29138-2, TR 29138-3) as ISO/IEC JTC 1 Publications with no ISO/IEC number designation and that these documents will be made available at no cost.

JTC 1 approves the following plan regarding how the three existing publications will be transitioned from technical reports to ISO publications, how these publications will be maintained by the SWG on Accessibility and how any future works may be initiated, undertaken and approved.

- Transition of the Standards Inventory (ISO/IEC TR 29138 Part 2) will use the Publication Process for Type A documents (see below) with the addition of the request for withdrawal of Part 2 of the TR and a request for pointers from the ISO and IEC web stores to the new publication. The transition of the Standards Inventory is currently at procedures step b (see below).
- Transition of the User Needs Summary (ISO/IEC TR 29138 Part 1) and Guidance on User Needs Mapping (ISO/IEC TR 29138 Part 3) will use the Publication Process for Type B documents with the addition of the request for withdrawal of the parts of the TR as they are replaced and request for pointers from the ISO and IEC web stores to the new publications. The transition of the User Needs Summary is currently at procedure step b (see below).
- The transition of the Guidance on User Needs Mapping has not yet been initiated.

Future work will be handled by Publication Process for Type A documents, Publication Process for Type B documents or a new publication process to be proposed in the future, if appropriate Publication Processes are needed for the current work of the SWG on Accessibility:

1) Publication Process for Type A documents

Applicable to collecting, presenting, cataloging, classifying and providing references to existing information (e.g., specifications and standards, such as the existing Standards Inventory).

Procedures for development of Publication Process Type A Documents:

- a) Decision to initiate and identification of interested parties
- b) Drafting within the SWG
- c) Submission for review by the SWG members and other interested parties, for corrections and/or additions
- d) Potential redrafting and re-review until the SWG decides that the document is mature
- e) Recommendation by the SWG that JTC 1 Secretariat request ISO/IEC publication of document and establishment of a maintenance cycle target date
- f) Publication by ISO/IEC based on the SWG recommendation
- g) Initiation of maintenance cycle no later than the target date identified (in step e)

2) Publication Process for Type B documents

Applicable to providing information, background and context to a topic area (e.g., such as the existing User Needs Summary or Guidance on User Needs Mapping).

Procedures for development of Publication Process Type B Documents:

- a) Decision to initiate and identification of interested parties
- b) Drafting within the SWG
- c) Initiation by the SWG of a review cycle, including a call to the existing SWG members and other interested parties
- d) Potential redrafting and re-review until the SWG decides that the document is mature
- e) Initiation by the SWG of a final review call to the existing SWG members and other interested parties and establishment of a maintenance cycle target date
- f) Recommendation by the SWG that JTC 1 approve publication of the document
- g) Decision by JTC 1 on approval
- h) Publication by ISO/IEC based on JTC 1 decision
- i) Initiation of maintenance cycle no later than the target date identified (in step e)

JTC 1 would welcome additional guidance from ISO or IEC on their experience in producing and publishing information documents and expresses its thanks to ISO and IEC staff for their assistance in making this new publication process possible.

JTC 1 encourages other SWGs to consider using these procedures for their publication needs.

Unanimous