



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

JTC 1 SWG-A N 521

2012-06-14

Document Type: Meeting Report and Recommendations

Title: Meeting Report and Recommendations for the 16-17 April 2012 Meeting of the JTC 1 Special Working Group on Accessibility (SWG-Accessibility) - Lexington, Kentucky, USA

Source: JTC 1 SWG-Accessibility Convenor and Secretariat

Due Date: n/a

Requested Action: For action and information as indicated in the meeting report and recommendations.

JTC 1 SWG on Accessibility Secretariat
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Meeting Report and Recommendations for the 16-17 April 2012 Meeting of the JTC 1 Special Working Group on Accessibility (SWG-Accessibility) - Lexington, Kentucky, USA

Meeting Location:

Lexmark International

Building 082

740 New Circle Road

Lexington, Kentucky 40550

USA

Telephone: 1-859-825-4125 (host contact - Dwight Lewis)

Meeting Schedule:

Monday	16 April 2012	9:00 to 17:00 EDT**
Tuesday	17 April 2012	9:00 to 17:00 EDT**

****NOTE: EDT is equivalent to UTC-4 hours.** Teleconference participants should use a time zone converter (such as <http://www.timeanddate.com/>) to determine the corresponding meeting times in their respective time zones.

1. Opening of Meeting (9:00 - 16 April) Mr. Li

Mr. Li, Convenor of the JTC 1 SWG on Accessibility welcomed the participants to the April 2012 meeting. Mr. Dwight Lewis from Lexmark International gave brief welcome remarks and provided an overview of the meeting venue's logistics.

2. Convenor's Remarks and Introduction of Participants Mr. Li

The following people participated in at least some portion of the 15-17 April 2012 meeting of the JTC 1 SWG on Accessibility:

Organization	Representative	Attended	Joined By Teleconference
Canada	Jim Carter	x	
France	Josée Auber		x
Japan	Toshihiro Suzuki	x	
	Shigetoyo Nomura	x	

Republic of Korea	Jaeil Song		x
United Kingdom	Chris Francis	x	
	Andy Heath		x
United States	Andi Snow-Weaver	x	
	Dwight Lewis	x	
	Glenn Meyer	x	
JTC 1/SC 35	Jim Carter	x	
W3C/WAI	Judy Brewer		x
SWG on Accessibility Convenor	Alex Li	x	
SWG on Accessibility Secretariat	Jennifer Garner	x	

2.1 Appointment of Drafting Committee

The following participants volunteered to serve on the drafting committee:

- Ms. Jennifer Garner - Secretariat, JTC 1 SWG-Accessibility
- Dr. Jim Carter - Canada
- Mr. Glenn Meyer - US
- Mr. Shigetoyo Nomura - Japan

3. Adoption of Agenda

Mr. Li

The draft agenda was adopted as presented. Mr. Li noted that the schedule would be adjusted as needed.

DOCUMENT: [SWG-A N 515](#)

4. Review of November 2011 JTC 1 Plenary Issues Related to SWG-Accessibility: Mr. Li

- Resolution 19 - Appointment of Officers (Alex Li as SWG-Accessibility Convenor through 2014 JTC 1 Plenary)
- Resolution 59 - Request to ITU-T for JTC 1 Participation in ITU-T Activities

Mr. Li reported that the November 2012 JTC 1 Plenary in San Diego had been very successful for the JTC 1 SWG on Accessibility. Mr. Li was authorized to represent JTC 1 in ITU-T FG-AVA activities.

DOCUMENT: [SWG-A N 489](#)

4.1 Resolution 23 - Future Maintenance of ISO/IEC TR 29138-1, ISO/IEC TR 29138-2 and ISO/IEC TR 29138-3

Mr. Li reported that the proposal was accepted with minor changes: Type 1 and 2 became Type A and B.

DOCUMENT: [SWG-A N 503](#)

4.1.1 Report on Investigation of Unique Identifiers for JTC 1 SWG on Accessibility Publications

Mr. Li reported that ISO and IEC management have stated that unique identifiers cannot be used for JTC 1 SWG on Accessibility publications.

4.1.2 Maintenance Plan for [ISO/IEC TR 29138-3](#), Guidance on user needs mapping

The participants discussed the maintenance plan options for Part 3. The JTC 1 SWG on Accessibility participants expressed a preference for postponing the update of Part 3 until the User Needs Summary and Guide 71 updates have been completed.

4.2 Resolution 24 - Revised Terms of Reference for the SWG on Accessibility

Mr. Li reported that JTC 1 had approved the revised ToR for the JTC 1 SWG on Accessibility.

DOCUMENT: [SWG-A N 502](#)

5. ISO Guide 71 Update

Mr. Li

Mr. Li presented the ISO Guide 71 update in document [SWG-A N 517](#). He reported that the activity was between Tasks 2 and 3:

- Task 2: Initiation of the revision / development of a draft revision
- Task 3: Finalization of the draft within the JTAG

Five Task Forces were created:

- TF 1: Principles and concepts - led by Dr. Carter of Canada
- TF 2: Models: medical, social, universal reference and human right - led by UK
- TF 3: Use of Guide 71 in standards development process (process step-by-step description), including survey of standards developers - led by ANEC
- TF 4: Review/update of the clauses “Factors to consider” and “Detail about human abilities and the consequences of impairment” - led by Germany and Sweden
- TF 5: Promotional aspects - led by Ireland

Dr. Carter reported that Task Force 1 was removing the table and increasing focus on how to use Guide 71 from a procedural standpoint. Dr. Carter observed that the work in Task Force 1 and the new Guide 71 structure may lead to the identification of new user needs.

The JTAG’s goal is to have a rough first draft available by spring 2013.

DOCUMENT: [SWG-A N 517](#)

6. UK Contribution Proposing the Establishment of a New Ad Hoc Group C. Francis

Dr. Francis, the UK Head of Delegation, presented the UK National Body proposal in [SWG-A N 509](#). The UK delegation agreed to prepare an updated proposal for consideration on Tuesday, taking into consideration Monday's discussion.

The JTC 1 SWG on Accessibility reviewed the updated UK proposal in document [SWG-A N 518](#).

The following related JTC 1 SWG on Accessibility recommendation was approved during the Plenary session:

see **[Recommendation 1: Establishment of Ad Hoc 17 on Individualization/Personalization for or Related to Accessibility](#)**

DOCUMENTS: [SWG-A N 509](#) (UK proposal), [SWG-A N 518](#) (revised UK proposal)

7. Ad Hoc Sessions

7.1 Ad Hoc 13 - Interactions with JTC 1 Entities on Accessibility Matters Ms. Auber

Scope: The ad hoc was reconstituted with an expanded scope that will allow the ad hoc to study requests from JTC 1 entities (when transmitted via a recommendation or resolution) and report to SWG-A. Ad Hoc 13 will also:

- *Work with JTC 1 to make accessible versions of promotional videos where possible.*
- *Continue interaction with the JTC 1 Ad Hoc on Enabling Tools to ensure accessibility is appropriately addressed in their activities*

Ad Hoc 13 Leader: Ms Josée Auber. Participants: Mr. Alex Li (SWG-A Convenor), Mr. Shadi Abou-Zahra (W3C/WAI), Dr. Gregg Vanderheiden (JTC 1/SC 35), Mr. Andy Heath (UK and JTC 1/SC 36), Dr. Kate Grant (UK and JTC 1/SC 29), Ms. Janina Sajka (Linux Foundation), Mr. Toshihiro Suzuki (Japan), Dr. Chris Francis (UK) and Mr. Dwight Lewis (US).

Ms. Auber gave an update on Ad Hoc 13's activities since the December 2011 teleconference, reviewing the group's scope in detail:

Ad Hoc 13 - Interactions with JTC 1 Entities on Accessibility Matters

Scope: The ad hoc was reconstituted with an expanded scope that will allow the ad hoc to study requests from JTC 1 entities (when transmitted via a recommendation or resolution) and report to SWG-A. Ad Hoc 13 will also:

- *Work with JTC 1 to make accessible versions of promotional videos where possible.*
- *Continue interaction with the JTC 1 Ad Hoc on Enabling Tools to ensure accessibility is appropriately addressed in their activities*
- Requests from JTC 1 entities: Nothing is happening here for Ad Hoc 13. Ad Hoc 16 is in charge of handling the interactions with JTC 1 SWD-Directives and SC 29/WG 1 about Guidance for Accessible Production of Accessible Formats.

- Accessible versions of promotional videos: Have not received any additional information on promotional videos in more than one year and it is no longer an action listed in JTC 1 resolutions and as such, should be dropped from the Ad Hoc 13 scope.
- Continue interaction with the JTC 1 Ad Hoc on Enabling Tools to ensure accessibility is appropriately addressed in their activities: This activity is in progress. Several members of the SWG on Accessibility participate on the JTC 1 Ad Hoc on Enabling Tools on behalf of their National Bodies.

The Japanese and US delegations questioned the need to reconstitute Ad Hoc 13 as the interaction with the JTC 1 Ad Hoc on Enabling Tools could be handled by the SWG on Accessibility Convenor and Ms. Auber.

Ad Hoc 13 was not reconstituted. The following related JTC 1 SWG on Accessibility recommendations were approved during the Plenary session:

see [Recommendation 2](#): **JTC 1 SWG on Accessibility Representatives to the JTC 1 Ad Hoc on Enabling Tools**

see [Recommendation 9](#): **Updates on Scope and Status of ISO and IEC Publication Tool Chain**

7.2 Ad Hoc 14 - Updates to the Accessibility User Needs Summary Mr. Øverby

Scope: The ad hoc was reconstituted to consider updates and a potential new structure of the User Needs Summary. The JTC 1 SWG on Accessibility requests input from its liaison representatives on their organizations' experiences with the User Needs Summary. The input will be submitted for consideration by Ad Hoc 14.

Ad Hoc 14 Leader: Mr. Erlend Øverby (Norway). Participants: Dr. Hajime Yamada (Japan), Mr. Andy Heath (UK and JTC 1/SC 36), Ms. Judy Brewer (W3C/WAI), Mr. Ken Salaets (ITI), Ms. Helle Bjarnø (Denmark), Ms. Andi Snow-Weaver (US), Dr. Jim Carter (Canada and JTC 1/SC 35), Dr. Kate Grant (UK and JTC 1/SC 29) and Mr. Shadi Abou-Zahra (W3C/WAI).

In the absence of the Ad Hoc 14 Leader (Mr. Øverby), Dr. Carter referred the participants to document [SWG-A N 519](#) and reviewed the ten accessibility principles identified at the March 2012 Guide 71 meeting. Mr. Li provided the JTAG document related to accessibility principles - [SWG-A N 520](#) for discussion. The participants conducted a preliminary review of the SWG-Accessibility User Needs against the JTAG accessibility principles.

Ad Hoc 14 was reconstituted with an updated scope. The following related JTC 1 SWG on Accessibility recommendation was approved during the Plenary session:

see [Recommendation 3](#): **Reconstitution of Ad Hoc 14 on Updates to the Accessibility User Needs Summary**

DOCUMENTS: [SWG-A N 451](#) (call for updates), [SWG-A N 466](#) (Model for Understanding Categories of Needs), [SWG-A N 470](#) (Ad Hoc 14 report from Sept 2011 meeting), [SWG-A N 500](#) (call for additional user needs especially within new categories), [SWG-A N 501](#) (call for additional user needs especially within application areas) , [SWG-A N 506](#) (ETSI

TC-HF contribution), [SWG-A N 507](#) (Spanish contribution), [SWG-A N 511](#) (JTC 1/SC 37 contribution - WD 29194), [SWG-A N 519](#) (Guide 71 - Accessibility Principles), [SWG-A N 520](#) (JTAG N 0077 - Accessibility Principles)

7.3 **Ad Hoc 15** - Evolution of the Standards Inventory

Dr. Carter

Scope: The ad hoc was reconstituted with the updated title "Evolution of the Standards Inventory". Ad Hoc 15 will evolve the existing standards inventory and evolve SWG-A N 452 proposing that a database be established for the Standards Inventory. Ad Hoc 15 will develop a detailed proposal for evolution of the standards inventory and creation an online, accessible database preferably hosted on the ISO or IEC site, and will provide logistical and financial information for consideration at the next full meeting of the SWG on Accessibility. Ad Hoc 15 Leader: Dr. Jim Carter (Canada and JTC 1/SC 35). Participants: Ms. Jean Baronas (IEC/TC 100), Dr. Kate Grant (UK and JTC 1/SC 29), Mr. Andy Heath (UK and JTC 1/SC 36), Ms. Beverly Milligan (Canada), Mr. Shigetoyo Nomura (Japan) and Mr. Peter Wallack (US).

The participants reviewed the contributions proposing updated to the Evolution of the Standards Inventory. Ad Hoc 15 was reconstituted with an updated scope. The following related JTC 1 SWG on Accessibility recommendations were approved during the Plenary session:

see [Recommendation 4](#): **Reconstitution of Ad Hoc 15 on Evolution of the Inventory of Accessibility and Accessibility-related Standards and Specifications**

see [Recommendation 5](#): **Update and Publication of the Inventory of Accessibility and Accessibility-related Standards and Specifications**

see [Recommendation 5A](#): **Withdrawal of ISO/IEC 29138-2**

DOCUMENTS: [SWG-A N 485](#) (call for updates to Inventory of Accessibility and Accessibility-related Standards and Specifications), [SWG-A N 483](#) (SC 17 contribution), [SWG-A N 486](#) (SC 17 participant's contribution), [SWG-A N 497](#) (CEN/BT/WG 213 contribution), [SWG-A N 511](#) (JTC 1/SC 37 contribution - WD 29194)

7.4 **Ad Hoc 16** - Guidance for Accessible Production of Documents in Accessible Formats

Dr. Grant

Scope: The ad hoc was established in response to SWG-D Recommendation 6 and the request from SC 29/WG 1:

Recommendation 6:

The SWG-Directives requests SWG-Accessibility work with ISO TC 171 and ITU-T and provide input on the accessible format noted in line 75 of the SD 12 on Electronic Document Preparation, Distribution and Archiving (JTC 1 N 10575) to the February 2012 meeting of the SWG-Directives in Japan.

Ad Hoc 16 will identify sources of guidance on accessible production of documents in accessible formats and produce a report on its findings to the next meeting of the SWG on Accessibility. This may involve producing a taxonomy of guidance on accessibility for document and graphic formats (and may expand to other formats, e.g., e-books).

Noting the 3 January 2012 deadline for the February 2012 meeting of the SWG-Directives, Ad Hoc 16 will:

- Request specific references and context of use of the incomplete references in SD 12, e.g., doc, docx, odt, pdf, html
- Work with ISO TC 171 and ITU-T to provide input as request by 3 January 2012

Ad Hoc 16 will research and respond to the JTC 1/SC 29/WG 1 request for clarification on lines 153 to 155 of SD 12 (N10575): "SVG and PNG should be preferred over JPEG and GIF".

Ad Hoc 16 Leader: Dr. Kate Grant (UK). Initial participants: Ms. Andi Snow-Weaver (US), Dr. Chris Francis (UK), Ms. Josée Auber (France), Mr. Shadi Abou-Zahra (W3C/WAI), Ms. Janina Sajka (Linux Foundation), Mr. Andy Heath (UK), Mr. Toshihiro Suzuki (Japan), Mr. Alex Li (SWG-A Convenor), Ms. Mary Frances Laughton (Canada), Ms. Betsy Fanning (ISO/TC 171), Ms. Cherie Ekholm (ISO/TC 171), Mr. Duff Johnson (ISO/TC 171), Mr. Greg Pisocky (ISO/TC 171), Ms. Andrea Saks (ITU JCA AHF), Ms. Cynthia Waddell (ITU JCA AHF) and Ms. Alexandra Gaspari (ITU JCA AHF).

In the absence of the Ad Hoc 16 Leader (Dr. Grant), Dr. Francis gave an update on Ad Hoc 16 activities ([SWG-A N 512](#)) and reported that the JTC 1 SD-12 on *Electronic Document Preparation, Distribution and Archiving* was currently undergoing JTC 1 ballot ([SWG-A N 514](#)).

Ad Hoc 16 was reconstituted with an updated scope. The following related JTC 1 SWG on Accessibility recommendation was approved during the Plenary session:

see [Recommendation 6: Reconstitution of Ad Hoc 16 on Guidance for Accessible Production of Documents in Accessible Formats](#)

DOCUMENTS: [SWG-A N 490](#) (Ad Hoc 16 report for December 2011 meeting), [SWG-A N 491](#) (Japanese contribution), [SWG-A N 494](#) (SWG-Accessibility initial response to SWG-Directives Recommendation 6), [SWG-A N 510](#) (Transmittal of SWG-Directives Recommendation 4 from February 2012 meeting), [SWG-A N 512](#) (Ad Hoc 16 report of March 2012 teleconference), [SWG-A N 514](#) (Draft JTC 1 Standing Document on EDPDA - 3 month ballot)

8. Ad Hoc Reports Back to the JTC 1 SWG on Accessibility Ad Hoc Leaders

The participants agreed that this agenda item was not necessary given the abbreviated meeting.

9. Project Plan for the JTC 1 SWG-Accessibility Mr. Salaets

The project plan editor, Mr. Salaets, was not in attendance. The following related JTC 1 SWG on Accessibility recommendation was approved during the Plenary session:

see [Recommendation 7: Updated Project Plan](#)

10. Liaison Reports

10.1 ISO/TC 159/SC 4 Liaison Request

Dr. Carter

The JTC 1 SWG on Accessibility accepted the nomination of Dr. Carter as the ISO/TC 159/SC 4 Liaison Officer to the SWG. The following related JTC 1 SWG on Accessibility recommendation was approved during the Plenary session:

see [Recommendation 8: Acceptance of ISO/TC 159/SC 4 Liaison Officer to the JTC 1 SWG on Accessibility](#)

DOCUMENT: [SWG-A N 498](#)

10.2 ITU-T SG 16 Liaison Officer

Dr. Matsumoto

The participants were referred to the ITU-T SG 16 report in document [SWG-A N 513](#).

DOCUMENT: [SWG-A N 513](#)

10.3 ITU-T Focus Group on Audiovisual Media Accessibility (FG AVA)

Dr. Grant

The participants were referred to the ITU-T FG-AVA report in document [SWG-A N 508](#).

DOCUMENT: [SWG-A N 508](#) (Kate Grant report)

10.4 IEC/TC 100

Ms. Baronas

The participants were referred to the IEC/TC 100 report in document [SWG-A N 508](#).

DOCUMENT: [SWG-A N 508](#) (Kate Grant report)

10.5 CEN/CENELEC/ETSI JWG "eAccessibility"

Dr. Francis

Dr. Francis noted that the CEN/CENELEC/ETSI JWG "eAccessibility" had not met since the last SWG on Accessibility meeting and there was nothing to report.

10.6 W3C/WAI Update

Ms. Brewer / Mr. Abou-Zahra

Ms. Brewer gave an update on W3C/WAI activities and reported that the WCAG2.0 JTC 1 PAS ballot had closed this past Friday but the results had not yet been announced.

10.7 IEC SG5 Ambient Assisted Living

Dr. Grant

The participants were referred to the IEC SG5 Ambient Assisted Living report in document [SWG-A N 508](#).

DOCUMENT: [SWG-A N 508](#) (Kate Grant report)

11. Future Meetings

Mr. Li

It was agreed that the JTC 1 SWG on Accessibility Convenor and Secretariat would prepare the report and presentation to the November 2012 JTC 1 Plenary.

The following future meetings were scheduled:

- 28 November 2012 - 13:00 to 15:00 UTC - for purpose of reporting on the status of the October 2012 meeting of the JTAG to Revise Guide 71, the results of the November 2012 JTC 1 Plenary and planning the schedule for upcoming activities (including scheduling a spring 2013 meeting and determining whether that meeting will be face-to-face or a teleconference)
- spring 2013 meeting - face-to-face or teleconference

see [Recommendation 10: Future Meetings](#)

12. Approval of Recommendations

Ms. Garner

The approved recommendations and appreciation resolutions from the April 2012 JTC 1 SWG on Accessibility meeting are as follows:

Recommendation 1: Establishment of Ad Hoc 17 on Individualization/Personalization for or Related to Accessibility

The JTC 1 SWG on Accessibility establishes Ad Hoc 17 on Individualization/Personalization for or Related to Accessibility to:

1. Identify ongoing personalization/individualization work that may provide or is providing opportunities to embed accessibility considerations, or which may present accessibility challenges. This should include identifying:
 - User needs relating to individualization/personalization
 - Existing and in process standards relating to individualization/personalization that could be added to the standards inventory
2. Report findings and recommendations back to the SWG on Accessibility.

Ad Hoc 17 Leader: Dr. Chris Francis (UK). Participants: Ms. Judy Brewer (W3C/WAI), Dr. Jim Carter (Canada), Mr. Andy Heath (UK), Mr. Glenn Meyer (US), Mr. Shigetoyo Nomura (Japan).

A call for additional participants will be issued.

unanimous

Recommendation 2: JTC 1 SWG on Accessibility Representatives to the JTC 1 Ad Hoc on Enabling Tools

The JTC 1 SWG on Accessibility nominates Mr. Alex Li and Ms. Josée Auber as the SWG on Accessibility representatives to the JTC 1 Ad Hoc on Enabling Tools. The representatives will submit a written report back to the SWG on Accessibility following the meetings of the Ad Hoc on Enabling Tools.

unanimous

Recommendation 3: Reconstitution of Ad Hoc 14 on Updates to the Accessibility User Needs Summary

The Ad Hoc 14, Updates to the Accessibility User Needs Summary, is reconstituted to consider contributions submitted to the April 2012 meeting related to updates and to develop a potential new structure for the User Needs Summary taking into consideration revisions to ISO/IEC Guide 71.

Ad Hoc 14 Leader: Mr. Erlend Øverby (Norway). Participants: Mr. Shigetoyo Nomura (Japan), Mr. Andy Heath (UK and JTC 1/SC 36), Ms. Judy Brewer (W3C/WAI), Mr. Ken Salaets (ITI), Ms. Helle Bjarnø (Denmark), Ms. Andi Snow-Weaver (US), Dr. Jim Carter (Canada and JTC 1/SC 35), Dr. Kate Grant (UK and JTC 1/SC 29) and Mr. Shadi Abou-Zahra (W3C/WAI).

unanimous

Recommendation 4: Reconstitution of Ad Hoc 15 on Evolution of the Inventory of Accessibility and Accessibility-related Standards and Specifications

Ad Hoc 15 on Evolution of the Inventory of Accessibility and Accessibility-related Standards and Specifications is reconstituted to update the existing standards inventory and to further develop the proposal for a database to support the inventory.

Ad Hoc 15 Leader: Dr. Jim Carter (Canada and JTC 1/SC 35). Participants: Ms. Jean Baronas (IEC/TC 100), Dr. Kate Grant (UK and JTC 1/SC 29), Mr. Andy Heath (UK and JTC 1/SC 36), Ms. Beverly Milligan (Canada), Mr. Shigetoyo Nomura (Japan) and Mr. Peter Wallack (US).

unanimous

Recommendation 5: Update and Publication of the Inventory of Accessibility and Accessibility-related Standards and Specifications

The editor, Dr. Jim Carter, will prepare the update of the Inventory of Accessibility and Accessibility-related Standards and Specifications, based upon the April 2012 Lexington meeting. The update will be circulated to the SWG on Accessibility for two week review, and in the absence of objection, the JTC 1 SWG on Accessibility agrees that the document is mature and recommends that the JTC 1 Secretariat request ISO/IEC publication of the Inventory of Accessibility and Accessibility-related Standards and Specifications.

unanimous

Recommendation 5A: Withdrawal of ISO/IEC 29138-2

The JTC 1 SWG on Accessibility recommends the withdrawal of ISO/IEC 29138-2 upon ISO/IEC publication of the Inventory of Accessibility and Accessibility-related Standards and Specifications and requests that the ISO and IEC catalogs point to the new document.

unanimous

Recommendation 6: Reconstitution of Ad Hoc 16 on Guidance for Accessible Production of Documents in Accessible Formats

Ad Hoc 16 on Guidance for Accessible Production of Documents in Accessible Formats is reconstituted to assemble a set of best practices for the preparation of accessible documents and supplementary information as required. This may involve producing a taxonomy of guidance on accessibility for document and graphic formats (and may expand to other formats, e.g., e-books).

Ad Hoc 16 will continue research and will respond to the JTC 1/SC 29/WG 1 request for clarification on lines 153 to 155 of SD 12 (JTC 1 N 10575): "SVG and PNG should be preferred over JPEG and GIF".

Ad Hoc 16 will assemble a guidance document on best practices for the preparation of accessible documents by end of July 2012 for two week review and comment period by SWG on Accessibility. In the absence of objection, the contribution will be submitted for consideration at the September 2012 meeting of the SWG on Directives. If there are objections, the SWG on Accessibility Secretariat will notify the SWG on Directives that additional time is required to respond to February 2012 JTC 1 SWG on Directives Recommendation 4.

Ad Hoc 16 Leader: Dr. Kate Grant (UK). Participants: Ms. Andi Snow-Weaver (US), Dr. Chris Francis (UK), Ms. Josée Auber (France), Ms. Judy Brewer (W3C/WAI), Mr. Shadi Abou-Zahra (W3C/WAI), Ms. Janina Sajka (Linux Foundation), Mr. Andy Heath (UK), Mr. Toshihiro Suzuki (Japan), Mr. Alex Li (SWG-A Convenor), Ms. Mary Frances Laughton (Canada), Ms. Betsy Fanning (ISO/TC 171), Ms. Cherie Ekholm (ISO/TC 171), Mr. Duff Johnson (ISO/TC 171), Mr. Greg Pisocky (ISO/TC 171), Ms. Andrea Saks (ITU JCA AHF), Ms. Cynthia Waddell (ITU JCA AHF) and Ms. Alexandra Gaspari (ITU JCA AHF).

unanimous

Recommendation 7: Updated Project Plan

Mr. Ken Salaets, the project plan editor, will update the project plan based upon the April 2012 SWG on Accessibility meeting. The updated JTC 1 SWG on Accessibility Project Plan will be distributed for 30-day review and comment. Activities referenced in the Project Plan will be initiated. If comments are received, they will be reviewed by the Project Plan editor in consultation with the SWG on Accessibility Convenor and Secretariat, and will be incorporated into an updated version of the Project Plan.

unanimous

Recommendation 8: Acceptance of ISO/TC 159/SC 4 Liaison Officer to the JTC 1 SWG on Accessibility

The JTC 1 SWG on Accessibility accepts the nomination of Dr. Jim Carter as the ISO/TC 159/SC 4 Liaison Officer to the SWG.

unanimous

Recommendation 9: Updates on Scope and Status of ISO and IEC Publication Tool Chain

The JTC 1 SWG on Accessibility Convenor, Mr. Alex Li, will request updates on the scope and status of ISO and IEC publication tool chain. This will include whether the update will affect final publication format and whether the criteria include accessibility features and requirements.

unanimous

Recommendation 10: Future Meetings

The JTC 1 SWG on Accessibility agrees to meet by teleconference on 28 November 2012 from 13:00 to 15:00 UTC. The teleconference will be held for the purpose of reporting on the status of the October 2012 meeting of the JTAG to Revise Guide 71, the results of the November 2012 JTC 1 Plenary and planning the schedule for upcoming activities (including scheduling a spring 2013 meeting and determining whether that meeting will be face-to-face or a teleconference). Written reports are appreciated in advance of the teleconference.

unanimous

Appreciation Resolutions

- A. The JTC 1 SWG on Accessibility expresses its appreciation to the US National Body and Lexmark International for hosting the April 2012 meeting of the SWG on Accessibility. In particular, the JTC 1 SWG on Accessibility expresses its special thanks to Mr. Dwight Lewis for securing the Lexmark International venue for the meeting.

Acclamation

- B. The JTC 1 SWG on Accessibility thanks W3C/WAI for providing an IRC channel for the meeting participants.

Acclamation

- C. The JTC 1 SWG on Accessibility expresses its appreciation to the drafting committee members: Dr. Jim Carter (Canada), Dr. Chris Francis (UK), Mr. Shigetoyo Nomura (Japan), Mr. Glenn Meyer (US) and Ms. Jennifer Garner (SWG on Accessibility Secretariat).

Acclamation

- D. The JTC 1 SWG on Accessibility expresses its appreciation to its Convenor (Mr. Alex Li) and its Secretary (Ms. Jennifer Garner) for their leadership of this activity.

Acclamation

13. Close of the Meeting

(not later than 12:00 - 19 April)

The April 2012 JTC 1 SWG on Accessibility meeting adjourned at 14:30 PM on 17 April 2012.