

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

JTC 1 SWG-A N 546

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Document Type:

Title: Transmittal of JTAG N 209 - JTAG Work Stages

Source: JTAG

Due Date: n/a

Requested Action: Per Action Item 2 from the 7 May 2013 JTC 1 SWG on Accessibility teleconference:

2. Mr. Alex Li (SWG-Accessibility Convenor) will circulate the revised schedule for the progression of the Guide 71 draft to the JTC 1 SWG on Accessibility participants when it has been issued as a JTAG document.

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JTAG Work stages

Stage No.	What to do	Deadline
1	Task Forces to make changes to the applicable clauses based on decisions from Geneva. Review within Task Force. Status report: Task Force leaders to report during a teleconference for JTAG to determine that the Task Forces have completed their work satisfactorily	17 June: Questions requiring an agenda 26 June: Conference call
2	Combine drafts into third complete draft – send for review in JTAG – receive comments from JTAG – Task Forces to review and dispose comments – distribute disposition of comments and then have a JTAG conference call to review the disposition of comments. TF 6 will lead the process of working on the bibliography, terms and definitions, and annexes.	8 July: TF drafts submitted to the Secretary. 11 July: Secretary dispatches complete draft. 12 August: JTAG members provide comments 9 September: TFs create disposition of comments 12 September: Secretary consolidates comments and circulates to JTAG 25-26 September: Teleconference
3	TFs revise drafts according to the disposition of comments : Combine drafts into fourth complete draft – send for review in JTAG – receive comments from JTAG – tfs to review and dispose comments – distribute disposition of comments and revise the draft	16 October: TF drafts submitted to the Secretary. 18 October: Secretary dispatches complete draft. 4 November: JTAG members provide comments 7 November: Secretary consolidates comments and circulates to JTAG 14 November: TFs to provide proposed disposition of comments and provide a summary of key issues for discussion at the meeting. 18 November: Circulation of proposed disposition of comments and summaries.
4	Meeting - Location to be confirmed	9-11 December