

CEN/ISSS Cultural Diversity Steering Group

08

CDSG(01)nn

J Boyd

16 November 2001

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**1st CEN/ISSS CDSG meeting
CEN, 36 Rue de Stassart, 1050 Brussels
Room Marie Curie – 3rd Floor
16 November 2001
10.00 – 17.00**

Source: Secretary
Title: Draft Minutes
Document for: Approval by correspondence

1 Meeting arrangements and introduction by John Ketchell, Director CEN/ISSS

Mr Ketchell welcomed participants to the first meeting of the Cultural Diversity Standards Group (CDSG). The object was to prepare acceptable proposals for standardization in this area. He agreed that there had been substantial problems with delays in the Commission. However, now, it was necessary to go forward with the PriceWaterhouseCooper's report and the TC 304 response.

There was no denying that cultural diversity issues are vital. This was confirmed in ICTSB, where W3C admitted that it has not paid enough attention to the cultural aspects. It might be these issues were best done in specific groups addressing particular problems - e.g in the Learning Technology, E-sign and eBES Workshops and certainly it is clear that a general localisation group cannot the address the particular issues.

The delegates introduced themselves and apologies for absence were received from Mr Eric Duval (WS/LT), Dr Gottlobe Fabisch (ANEC), Mr Knut Nordby (ETSI) and Mr A. Freytag (Unicode).

In the meantime, Mr. Ksar (Microsoft) has been named observer on behalf of the Unicode Consortium.

2 Approval of draft agenda 01

The agenda was approved with the addition of an item 5.5 on existing work elsewhere on localisation, and cultural diversity and the division of item 5.1 into two with the general introduction to CEN/TC304 as the first part.

3 Meeting Administration

3.1 Appointment of Chairman

Mr Küster was appointed Chairman by acclamation.

3.2 Terms of Reference of CDSG

The Terms of Reference were noted but it was agreed that the timescales should be altered as below:

1. Draft ToRs of steering group for Forum approval by correspondence by end August 2001
2. Announcement of Steering Group (mid September 2001)
3. Approval of PT TOR by Steering group at first meeting by 15 November 2001
4. Issue of call for experts (start of project) 1 December 2001 with deadline of end of January 2002
5. Selection of experts by Selection Committee: beginning February
6. Start of the work: mid March
7. 1st Milestone – consideration of table of contents – early to mid April 2002
8. Availability of report with draft programme of work: early June 2002
9. Approval of report by CDSG late June 2002
10. Approval of report by CEN/ISSS Forum: July 2002

4 PriceWaterhouseCoopers report

4.1 Preliminary consideration of the recommendations of the PriceWaterhouseCoopers report and PWC annex on TC304

Among other things the PriceWaterhouse report had identified the following issues:

- Need for accessibility to work on cultural diversity
- Lack of awareness in CEN and ETSI work on cultural diversity

- Need to identify the players and assemble the information that is available
- Need for a co-ordination mechanism

The CDSG could help in all of these areas but it was recognised that it was not a place for doing technical work.

In terms of providing information and visibility for the work on cultural diversity, it was agreed that the CDSG should operate with an open web-site which is publicised in various publications. It was recognised that this would need to be maintained and that this would require resources.

At the moment there were limited resources for support of the CDSG. In the absence of an offer from a member body, CEN/MC was operating the Secretariat. There were however funds available for a Project Team to help prepare the work of the CDSG. The main purpose of the Project Team was to prepare a report on "new structures" and a programme of work for standardization in the area of cultural diversity but it should also:

- List the resources available
- map the findings of the PriceWaterhouseCooper's Report on to existing work
- make recommendations including work items

The chief value of the CDSG would be:

- to co-ordinate and allocation of resources,
- to advertise the importance of the subject.
- to give the CEC a place to focus on these questions.
- to co-ordinate the work of European experts and their input globally
- to give an overview of cultural requirements.

Promotional activity is already being done by large organisations such as LISA and Unicode but the European perspective should be highlighted by CDSG. Mr Kolehmainen agreed to prepare a first draft of a promotional position paper from the CDSG.

Action CDSG 01/01 Mr Kolehmainen to draft a promotional paper.

5 Existing work in CEN/ISSS on cultural diversity

5.1 CEN/TC 304 – European Localisation Requirements

The Chair of CEN/TC 304, Mr Arvidson, gave a presentation on the work of CEN/TC 304.

He sketched its history and achievements noting in particular its change of scope from character sets to focus on localisation issues. He acknowledged the support that had been forthcoming from the Commission and stated that the deliverables achieved – both by the TC and the Workshops had been of considerable importance. One other notable feature of CEN/TC304 work had been its close contacts with industry.

5.2 CEN/ISSS WS/EC – Electronic Commerce

Ms Man-Sze Li gave a presentation of the work of the CEN/ISSS Workshop on Electronic Commerce, which provides an overview of EC work. She stressed that the works was entirely voluntary. 58 organizations were members.

Nobody can deal with Electronic Commerce on their own. For this reason, extensive liaisons are necessary. She agreed that CDSG should look at EC issues from a cultural diversity point of view.

She reported that there were 8 projects within the frame of WS/EC. Those of direct relevance to CDSG were:

- eWallet information content and linguistic issues
- Consumer-EC: - Standardization issues for consumer facing e-commerce services. Output is expected to be, amongst others, a contribution to the e-commerce standardization efforts being proposed by ISO COPOLCO.
- E-Commerce Integration Meta-Framework (ECIMF): - to develop a generic meta-framework modelling standard, which allows the domain experts, system integrators and e-commerce parties to define precisely what is needed for the different frameworks to interoperate.

- Multilingual Upper-Level Electronic Commerce Ontology (MULECO): - To research the most efficient means of developing a multilingual upper-level ontology for describing and identifying the relationships between electronic commerce applications and the ontologies used to describe them. In particular to investigate how information related to business processes can be integrated with existing techniques for classifying businesses, their products and services.,
- Directory project (DIR-EC): - two project proposals, respectively on Use of Directories for providing efficient Yellow Pages services and an Overview of Use of Directory functions in e-commerce.

and possibly:

- Open source project : - the identification of commonalties amongst a set of operational European RTD projects in the 5th Framework Programme, in the wider area of E-Commerce, aiming to harmonize efforts for the establishment of some methodological and technological building blocks in the area of smart organizations

Ms Li agreed to draft a short contribution in relation to the above in consultation with the relevant project group chairs for Workshop comment prior to transmission to CDSG.

Action CDSG 01/02	Ms Li to draft a paper on relevant WS/EC projects.
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5.3 CEN/ISSS WS/MMI/DC – Dublin Core

Mr Van den Berghe introduced the work of the Dublin Core Workshop, which was mainly an awareness platform for the international Dublin Core activity.

There were two places where MMMI is related to CDSG:

- Translation of labels
- Controlled vocabularies

Future work was defined as:

- eGovernment applications
- also organising European involvement in international activity (possibly with joint working with WS/EC)

- Geographic Information and input into the ISO TC.

As the Dublin Core expanded to be used for eGovernment it would need need cultural elements. Already the Workshop had a sub-group on cultural elements

5.4 CEN/ISSS WS/LT – Learning Technology

Mr Van den Berghe introduced the work of the Learning Technology Workshop. He stressed that it did not duplicate the IEEE work. The Learning Object metadata (LOM) would be approved by the end of year in IEEE. The Workshop was looking at three work items concerning LOM.

- LOM metadata should enable internationalism
- different language versions
- national translations of LOM

5.5 International work

Mr Neuville reported that at the ISO/IEC JTC1 Plenary meeting in Hawaii in October 2001, there has been an ad-hoc meeting on the future of ICT chaired by Mr Hartmann. Mr Neuville felt that there needed to be European input into this policy discussion
ISO Hawaii meeting BP. 2.2.7 JTC1 increases its cultural activities by increasing its liaisons.

He reported on the activities of JTC1 CLAUI (cultural, linguistic and user interface) which co-ordinates between SC2, SC35 and SC22/WG20. SC35 WG5 on cultural and linguistic requirements - preparing a report on Assessment of cultural and linguistic adaptability in software products.

One of the weakest points was that there were many experts but they go to 30 different groups with insufficient co-ordination. Therefore there was a waste of money. In particular there was a lack of support from the south of Europe.

6 Approval of Project Team Terms of Reference

6.1 CDSG Project Team TOR

Resolution 1:2001, adopting the TOR of the Project Team and instructing the Secretariat to launch the PT call was taken – see Annex B.

Action CDSG 01/03	Secretariat to launch call for PT.
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7 Further actions

7.1 Identification of further actions and possible interested parties

Apart from the actions noted above, the following actions were also agreed

Action CDSG 01/04	Mr Santos agreed to identify other Commission .DGs which could be interested in the work of CDSG
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Action CDSG 01/05	Mr Kolehmainen agreed to look into ways of obtaining the involvement of the Council of Europe.
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All the actions are listed in Annex C.

8 Next meeting

The next meeting of CDSG will be on Friday 12 April 2002

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Group**

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Annex A

<p>1st CEN/ISSS CDSG meeting 16 November 2001 Attendance</p>
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NAME	Phone & Fax	SIGNATURE
CEN/ISSS		
Mr James BOYD james.boyd@cenorm.be	Tp : +32-2-5500933 Fx : +32-2-5500966	Present
Mr John KETCHELL john.ketchell@cenorm.be	Tp : +32-2-5500846 Fx : +32-2-5500966	Present
CEN/TC 304		
Mr Wolf ARFVIDSON wolf.arfvidson@statskontoret.se	Tp : +46-8-4544699 Fx : +46-8-4544693	Present
Mr Erkki KOLEHMAINEN erkki.kolehmainen@tieke.fi	Tp: +358-9-47630301 Fx: +358-9-47630399	Present
Mr Marc KÜSTER kuester@saphor.net	Tp: +49 7472 949100 Fx: +49 7472 949114	Present
CEN/WS EC		
Ms Man-Sze LI mqli@icfocus.co.uk	Tp: +44 208 347 7355 Fx: +44 208 347 7356	Present
Ms Catherine CHEN cchen@fr.ibm.com	Tp: +01 49 05 65 61 Fx: +01 49 05 55 38	Present
CEN/WS MMI/DC		
Mr Ian CAMPBELL GRANT ian.campbell-grant@icl.com	Tp : +44-1344-472382 Fx : +44-1344-473007	Absent
CEN/WS LT		
Mr Eric DUVAL erik.duval@cs.kuleuven.ac.be	Tp : +32 16 32 70 66 Fx : +32 16 32 79 96	Apologies

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CEN/ISSS Forum		
Mr Jan RIETVELD jan.rietveld@nen.nl	Tp : +31-15-2690376 Fx : +31-15-2690242	Present
ICTSB		
Mr Knut NORDBY knut.nordby@telenor.com	Tp : + 47 900 49 903	Apologies
ISO/IEC JTC1/SC35		
Mr Yves Neuville yn@ifrance.com	Tp :+33-1-46334060 Fx : +33-1-43255060	Present
ANEC		
Dr Gottlobe FABISCH g.fabisch@anec.org	Tp : +32-2-7432470 Fx : +32-2-7369552	Apologies
EC/DG ENTR		
Mr Cesar SANTOS cesar.santos@cec.eu.int	Tp : +32 2 2951670	Present
EFTA		
Mr Jóhannes THORSTEINSSON johannes.thorsteinsson@efta.int	Tp : +32-2-2861741 Fx : +32-2-2861750	Absent
LISA		
UNICODE		
Mr A. FREYTAG e0104@unicode.org Note: Mr Mike KSAR was subsequently named observer by the Unicode Consortium mikeksar@microsoft.com		Apologies

Annex B

<p>1st CEN/ISSS CDSG meeting 16 November 2001 Resolutions</p>

CDSG Resolution 1: 2001

CDSG adopts the Terms of Reference of the Project Team as set out in document CDSG(01)05 and modified during the meeting. CDSG instructs the Secretariat to issue an open call based on these TOR by 19 November.

Annex C

<p>1st CEN/ISSS CDSG meeting 16 November 2001 Action List</p>

No	Responsible	Action	Status
CDSG 01			
01/01	Mr Kolehmainen	to draft a promotional paper	
01/02	Ms Li	to draft a paper on relevant WS/EC projects	
01/03	Secretariat	to launch call for PT	
01/04	Mr Santos	to identify other Commission .DGs which could be interested in the work of CDSG	
01/05	Mr Kolehmainen	agreed to look into ways of obtaining the involvement of the Council of Europe.	