

**3rd CEN/ISSS CDSG meeting  
CEN, 36 Rue de Stassart, 1050 Brussels  
Room Marie Curie – 5th Floor  
12 July 2002  
10.00 – 17.00**

**Source: Secretary**

**Title: Draft Agenda**

**Agenda item: 2**

**Document for: Approval by correspondence by 19 August 2002**

**1 Meeting arrangements**

Apologies for absence were received from Mr Kolehmainen, Ms Li, Mr Rietveld and Mr Nordby.

An attendance list is attached at Annex A.

**2 Approval of draft agenda**

The agenda was approved

**3 Minutes of the last meeting**

**3.1 Approval of the minutes**

The minutes of the previous meeting (CDSG2(01)13) were approved. It was noted that they needed to be amended to take into account Mr Ksar's comment on section 5.4 as follows:

*I emphasized during the meeting that the report that Yves distributed is only a draft it specifically says that it should not be distributed outside the JTC1 special group on futures (SGF). So the statement that you have in your minutes that it had been accepted by JTC1 should have said that it was "submitted for review" rather than accepted.*

**3.2 Review of Action List**

# **CEN/ISSS Cultural Diversity Steering Group**

**CDSG3(02)01R3**

J Boyd

10 July 2002

Page 2 of 2

The action list was reviewed and it was noted that the actions were fulfilled except the following:

No	Responsible	Action	Status
<b>CDSG 01</b>			
01/02	Ms Li	to draft a paper on relevant WS/EC projects	Ongoing
01/05	Mr Kolehmainen	to look into ways of obtaining the involvement of the Council of Europe.	Ongoing
<b>CDSG 02</b>			
02/01	Mr Santos	to contact DGs Education and Culture and Information Society	
02/04	Secretary and Chair	to look into how to keep the TC 304 documents available	
02/05	Ms Chen	to make the report of the February EC/WS meeting available for the CDSG	Available with these minutes

## **4** Project Team report

### 4.1 Review interim report

The following documents were considered:

CDSG3(02)02 – Version of PT report of 2002-07-03

CDSG3(02) 03 – Comments from Mr Ketchell

CDSG3(02)05 – Version of PT report of 2002-07-03 with amendments from Mr Ketchell

CDSG3(02)07 – Comments from Ms Chen

CDSG3(02)09 –Executive Summary

CDSG3(02)10 – Comments from Dr Neuville.

It was agreed to work from the version of the report amended by Mr Ketchell (document CDSG3(02)05).

The discussion addressed the document in order as follows:

*Executive summary*

This should reflect the revisions agreed below and should be much shorter.

*Table of contents*

Section 4 should be removed.

Section 2 should include ECMA and ECMA script which uses UNICODE

Add references in section 2 to WS/EC, WS/LT, WS/EBES , WS/MMI

Care should be taken to ensure that the bodies identified in section 2 are at the correct level. CLAU1 should not be on same level as JTC1.

Add Annex F – deliverables from CEN/TC304

The reference to eEurope should be adjusted to include eEurope 2005. Unfortunately no interface has yet been established with the 2005 subject areas. Therefore if was decided to leave the structure as it is and add a paragraph on 2005.

The recommendations must contain a clear and structured identification of what new work should be undertaken – how, by whom and by when.

There should be a section identifying user requirements

*Introduction*

Mr Ketchell's comments were accepted. Mr Ksar felt that more emphasis should be placed on implementation, usage and possible new standardization.

*Section 1: Strategy for Standardization of Cultural Diversity in ICT systems*

It was agreed that there was a need for something on pros and cons of national representation. Some of the existing text was contentious and there should be recognition of the fact that national body memberships are very useful in dealing with strategic issues for generally representing the market players (industry, users and administrations) at national level.

Section 1.1.3 on overlapping concerns should be deleted.

*Section 2: Review of current situation*

Members were invited to send additions and comments as soon as possible to the PT leader so they can be included in the next draft , which is due at the end of July.

Action CDSG 03/01	Members to send additions and comments as soon as possible to PT leader.
-------------------	--

Mr Arvidson said that more information should be included in this section about CEN/TC304.

New text was supplied on disc by Dr Neuville.

*Section 3: Scope of Cultural Diversity in ICT: inclusions, exclusions.*

Section 3.2 "How much should CEN/ISSS do" should be deleted.

*Section 4: Consensus building*

The whole of this section should be deleted.

*Section 5: Recommended structures arising from the above.*

It was agreed that identification of how the work should be done was part of the brief of the Project Team but the structures should follow from the recommendations in section 7.

The structures currently outlined were too heavy and bureaucratic. The PT was asked to review the whole of this section in the light of the detailed recommendations that they would make in section 7.

*Section 6: Developing a programme and allocating work*

The Secretary agreed to provide a text on eEurope 2005.

Action CDSG 03/02	Secretary to provide a text on eEurope 2005.
-------------------	--

*Section 7: Recommendations*

The aim of this section was summarised as to:

- Identify the programme of activities (including an action plan) within Europe to support Cultural Diversity
- Propose structures to enable and undertake these activities:

Mr Ksar suggested that one recommendation might be for CEN/ISSS to organise implementation training courses.

The value of the current identification of area groupings (section 7.6.3) was challenged. This should either be removed or made more rationale and inclusive.

The Chairman summarised the overall discussion as follows:

***Structure:***

- There is a need for a strategy group to oversee the implementation of the programme (perhaps like CDSG)
- There will be a need for, as yet undefined, technical groups to undertake the work as defined in the work programme

***Work Programme***

Recommendations should be listed in the current section 7, which should be specific and also have an action plan and sketch of the Business Plan. It needs to identify what work should be done, how, by whom and in what timescale.

***Status of the document***

This interim report was accepted as the basis for the full report taking into account the comments at this meeting.

Formal acceptance of the report may be by correspondence

***Schedule***

The schedule should be as follows:

- next version of the programme for review by the end of July
- Comments by CDSG members 3<sup>rd</sup> week of August
- Revised document by 6 September

- Final comments or Emergency date for meeting is 13 September
- Document to go to the CEN/ISSS Forum by 16 September

**Contract**

It was agreed that the last 5 days of reserve should be allocated to the Project Team for the finalisation of the report .

Action CDSG 03/03	Secretary to provide amendments to the PT contracts.
-------------------	--

**5 Reports**

5.1 Review results of Resolution BT 12/2002 on future of CEN/TC304 (target date 29 May)

Resolution BT 12/2002 was noted and it was clarified that TC304 is not yet dormant. SIS would take over the Secretariat only to fulfil the last remaining work items.

5.2 Report from CEN/ISSS Electronic Commerce Workshop

Ms Chen reported on the WS/EC activities. It was difficult to manage so many projects and therefore some of them are being merged. Therefore the web services project will include 3 existing projects.

5.3 Report from CEN/ISSS Learning Technologies Workshop

Mr Ketchell reported that there had been a successful Open Meeting on 2-3 July. It was hoped to have the final CWAs soon. However there was a delay caused by a discussion with IEEE about royalties.

Dr Neuville asked whether there was any news on the Universal Identification Number, which he said went against the European Directive on privacy.

5.4 Report from JTC1 CLAU1

Dr Neuville tabled documents which showed JTCI taking the CDICT and societal aspects seriously. These documents are circulated electronically with these minutes.

The next CLAU meeting will be on the Thursday and Friday of the week before JTC1 in October.

## **6 Promotional issues**

### 6.1 Promotional paper from Mr Kolehmainen

This was available at <http://www.cenorm.be/iss/Projects/cdsg/awareness.htm>

No comments had been received

### 6.2 Design and content of the CDSG website

The website was up and running at <http://www.cenorm.be/iss/Projects/cdsg/> No comments had been received yet but they were welcomed.

Mr Arfvidson asked who the site was aimed at?

## **7 Browsing and matching report**

The chair introduced the Browsing and matching report (CDSG3(02)06). The objective of this project was to investigate the European needs and problems with searching and browsing, in relation to character sets, transliteration, matching and ordering rules and other cultural specific elements. It had been prepared by TC304 and contained a list of concrete actions to be undertaken in the area. It was referred to the PT for information.

## **8 Date of next meeting**

Assuming that the emergency date of 13 September is not used, the next meeting will be on 8 November.

**Annex A**

<b>3rd CEN/ISSS CDSG meeting</b>
<b>Attendance</b>

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

**CEN/ISSS Cultural  
Diversity Steering  
Group**

**CDSG3(02)01R3**

J Boyd

10 July 2002

Page 9 of 2

<u>erik.duval AT cs DOT kuleuven DOT ac DOT be</u>	Fx : +32 16 32 79 96	
<b>CEN/ISSS Forum</b>		
Mr Jan RIETVELD <u>jan.rietveld AT nen DOT nl</u>	Tp : +31-15-2690376 Fx : +31-15-2690242	Absent
<b>ICTSB</b>		
Mr Knut NORDBY <u>knut.nordby AT telenor DOT com</u>	Tp : + 47 900 49 903	Apologies
<b>ISO/IEC JTC1/SC35</b>		
Mr Yves Neuville <u>yn AT ifrance DOT com</u>	Tp :+33-1-46334060 Fx : +33-1-43255060	Present
<b>ANEC</b>		
Dr Gottlobe FABISCH <u>g.fabisch AT anec DOT org</u>	Tp : +32-2-7432470 Fx : +32-2-7369552	Absent
<b>EC/DG ENTR</b>		
Mr Cesar SANTOS <u>cesar.santos AT cec DOT eu DOT int</u>	Tp : +32 2 2951670	Absent
<b>EFTA</b>		
Mr Jóhannes ÞORSTEINSSON <u>johannes.thorsteinsson AT efta DOT int</u>	Tp : +32-2-2861741 Fx : +32-2-2861750	Apologies
<b>UNICODE</b>		
Mr M. KSAR <u>mikeksar AT microsoft DOT com</u>	Tp: +1 650 693-1568 Fx: +1 425 936-7329	Present
<b>PT Leaders</b>		
Mr J. CLEWS <u>European AT sesame DOT demon DOT co DOT uk</u>	Tp: +44 1423 888432	Present
Mr H. HJULSTAD <u>havard AT hjulstad DOT com</u>	Tp: +47 64963684	Present

**CEN/ISSS Cultural  
Diversity Steering  
Group**

**CDSG3(02)01R3**

J Boyd

10 July 2002

Page 10 of 2

--	--	--

**Annex B**

**Action List**

No	Responsible	Action	Status
<b>CDSG 01</b>			
01/02	Ms Li	to draft a paper on relevant WS/EC projects	Ongoing
01/05	Mr Kolehmainen	to look into ways of obtaining the involvement of the Council of Europe.	Ongoing
<b>CDSG 02</b>			
02/01	Mr Santos	to contact DGs Education and Culture and Information Society	Ongoing
02/04	Secretary and Chair	to look into how to keep the TC 304 documents available	Ongoing
<b>CDSG 03</b>			
03/01	Members	to send additions and comments as soon as possible to PT leader	
03/02	Secretary	to provide a text on eEurope 2005	
03/03	Secretary	to provide amendments to the PT contracts	