

5th CEN/ISSS CDSG meeting

Oslo

2003-03-07

1000–1810

Title: Minutes CDSG meeting 2003-03-07 in Oslo

Source: CDSG Secretary

Document for: Approval

1 Meeting arrangements

The Secretary welcomed the participants to Oslo and NTS. Apologies had been received from Mr James Boyd, Mr Erkki Kolehmainen, Ms Man-Sze Li, and Ms Catherine Chen. An attendance list is attached as Annex A.

Action CDSG 05/01	All participants wish James Boyd a speedy recovery from his skiing accident!
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2 Approval of draft agenda

Under item 6.1 a new document was tabled by the Chair.

The draft minutes were approved as given in document CDSG05(2003)01Rev3.

3 Minutes of the last meeting

3.1 Approval of the minutes

Document CDSG04(2002)11 — In Annex C, under items 6.4.1, 6.4.2, 6.4.3, 6.4.5, 6.4.6, 6.4.7, and 6.4.8 on page 18–19 action items were minuted as “Mr Arfvidson to draft a new BP for reviving CEN/TC304 to be submitted through a NSB”. This does not reflect the discussion and decision at the meeting, and the text shall be changed to “Mr Arfvidson to draft a new BP for reviving CEN/TC304” in all cases. A revised document CDSG04(2002)11R1 shall be circulated.

There were no other comments to the minutes. The minutes were approved with the change mentioned in the previous paragraph.

3.2 Review of Action List

Document CDSG04(2002)11, Annex B — The Action List will in the future be a separate Standing Document with identifier CDSG-SD-ActL.

No	Responsible	Action	Status
CDSG 01 (2001-11-16)			
01/05	Mr Kolehmainen	To look into ways of obtaining the involvement of the Council of Europe	Initial contacts have been made; closed
CDSG 02 (2002-04-12)			
02/01	Mr Santos	To contact DGs Education and Culture and Information Society	Closed
CDSG 04 (2002-11-08)			
04/01	Chairman	To contact Keld Simonsen concerning mutual links between CDSG and CLAU sites	Done
04/02	Chairman & Secretary	To ensure final version of CDICT report is placed on CEN site	Done
04/03	Chairman	To send message to Council of Europe congratulating it on its Romani initiative and inviting mutual cooperation	Done
04/04	Mr Clews	To make contact with OSCE	To be done
04/05	Chairman & Secretary	To contact existing CDSG members about changes to membership	Ongoing
04/06	Chairman	To contact IEEE on the possibility of liaison	To be done; CDSG members are requested to try to provide contact points
04/07	Members & Secretary	To contact CEN National Standards Bodies with the aim of finding a new Secretariat for the CDSG after 2002	Done

No	Responsible	Action	Status
04/08	Mr Kolehmainen	To prepare a paper on concerns on prEN 1545-1:2002 and prEN 1545-2:2002 for consideration by CDSG to put to the Forum	Done
04/09	Secretary	To contact Mr Nordby for information on the minutes of the ETSI HF Workshop on Characters Repertoires	Done
04/10	Secretary & Chair	To send information to various email lists with an interest, such as ISO/IEC JTC1/SC2, ISO/IEC JTC1/SC35 and ISO/IEC JTC1/SC22/WG20; the Unicode list, LISA lists, and the W3C-i18n list	To be done
04/11	Chair	To liaise with CEN/WS/LT on CWA 14040	Closed for now (may be reopened later)

During the study of Action Items the following three new items were addressed:

- (1) An upcoming JTC 1 meeting in Geneva in June 2003. This item was further discussed under AOB (agenda item 12.2).
- (2) Issues regarding character sets and keyboards for mobile devices; these issues were discussed again under agenda item 10.1 (see also Action 05/26).
- (3) Cooperation issues relating to ISO/IEC JTC 1/SC 2/WG 2 were brought to the attention of the CDSG. It is felt important that European representatives to WG 2 make efforts to move the work forward.

Action CDSG 05/02 **Yves Neuville** to bring CDSG Chair/Secretary in contact with suitable European representative(s) to draft way forward.

4 CDSG Programme of work

4.1 Programme of work

Document CDSG04(2002)11, Annex C — The text of this annex will form the basis of a standing document (document identifier “CDSG-SD-Proj”), which will be updated as needed.

It is deemed to be of the utmost importance to find funding for concrete projects in the course of this year. The Chair noted that some funding sources may be: industry, public interest from eEurope etc., CEN/ISSS WorkShop involvement, participation in projects (under eEurope, eContent, FP6, etc.).

The discussion resulted in some input to the text in Annex C, which can be found in the first version of CDSG-SD-Proj. In these minutes are recorded the Action Items that were identified during the discussion. References to projects use the new identifiers in the Project List, followed by the old ones in brackets (e.g. “2.1 [6.1.3]”).

Discussion and action relating to projects 1.1 [6.1.1] and 1.2 [6.1.2] (eGovernment & eAdministration):

A potential champion had previously been identified, but he is now unable to commit. A champion needs to be found.

It was clarified that the heading should be “eGovernment and eAdministration”, and not just “eGovernment”, as this may have an undesired limitation in some languages. Also included is eProcurement.

Action CDSG 05/03	John Clews to contact relevant bodies in the UK concerning eGovernment and eAdministration.
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Discussion and action relating to project 2.1 [6.1.3] (eLearning):

No champion has been identified so far. However, it might be possible to find a champion within ISO/IEC JTC 1/SC 36, that meets in Paris in March.

Action CDSG 05/04	Yves Neuville to identify champion for the eLearning project Learning Object Metadata (LOM).
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Discussion and actions relating to project 3.1 [6.1.4] (eHealth):

Other potential contact points were mentioned. These will be followed up. Also ETSI HF has relevant activities that need to be studied. It may be feasible for the CDSG to initiate the submission of project proposals. A very important aspect is personal names, with obvious links to ID cards etc. Discussion and actions under item 4.3 on the agenda are relevant. There may be a ground for a WorkShop on names and personal ID.

Action CDSG 05/05	Yves Neuville to provide contact information relevant to eHealth.
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Action CDSG 05/06	John Clews to provide contact information relevant to eHealth in the UK.
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Action CDSG 05/07	Knut Nordby to keep the CDSG informed about eHealth activities in ETSI HF.
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Discussion and actions relating to project 3.2 [6.2.1] (eAccessibility):

The Chair reported on contacts that have been made with EDeAN – *European Design of All e-Accessibility Network* – and its Secretariat Manager Cathy Toscan. (Contact information: <http://www.e-accessibility.org/>, edean AT hmi DOT dk & c.toscan AT hmi DOT dk.)

Action CDSG 05/08	Chair and Secretary to develop joint project proposal with EDeAN within the field of eAccessibility for submission as soon as possible.
Action CDSG 05/09	Knut Nordby to make contact and provide contact information for organizations within the field of eAccessibility.

Discussion and actions relating to projects 4.1 [6.2.3], 4.2 [6.2.4], and 4.3 [6.2.5] (Data elements/referential systems):

John Clews and the Secretary reported briefly on a meeting they had on 2003-03-06 with Lars Marius Garshol and Steve Pepper of the Oslo-based company Ontopia. (Contact information: <http://www.ontopia.net/>, larsga AT ontopia DOT net, pepper AT ontopia DOT net.) Their work with topic maps seems to be highly relevant in connection with projects 4.1 and 4.2.

Action CDSG 05/10	John Clews and Secretary to modify project descriptions under heading 4 “Data elements/referential systems”.
Action CDSG 05/11	Chair to provide German contact information relating to topic maps.
Action CDSG 05/12	Chair and Secretary to draft “summary paper” for the purpose of a wider spread of information about CDSG activities.

Discussion and action relating to projects 5.1 [6.3.1] through 5.4 [6.3.4]:

Terminology work for individual standards domains fields may be dealt with in future CDSG meetings. If no action is proposed within the end of 2003, these projects should be dropped from the CDSG work programme. However, project 5.1 [6.3.1] should lead to a projects proposal as soon as possible.

Action CDSG 05/13	Secretary to take initiative to the drafting of Business Plan and project proposal for project 5.1 [6.3.1] “Administrative nomenclature”.
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Projects 6.1 [6.3.7] through 6.7 [6.3.13] were discussed under agenda item 4.2.

Projects 7.1 [6.4.1] through 7.8 [6.4.8] were discussed under agenda item 5.1.

4.2 Potential WS: Browsing and matching

Documents CDSG03(2002)06 and CDSG05(2003)10 — The Chair presented the proposal. The heading has been changed from “Browsing and matching” to

“Information retrieval”. It was noted that the topic also includes eAccessibility issues.

The proposed WorkShop will need funding for a secretariat. It would be desirable to establish a WS without membership fee (arguing that it is a “public interest WS”). However, it may be necessary to ask for a fee of 80–500 EUR per year for participation. It is likely that the WS will exist for two years.

Action CDSG 05/14	Chair and Secretary to clarify economic issues relating to a proposed CEN/ISSS WS on Information retrieval, including costs and membership fees, <u>and</u> to submit a new version of the proposal to the CDSG by 2003-03-20 for a two week commenting period, <u>and</u> to subsequently submit a final proposal to CEN/ISSS.
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4.3 Action CDSG 04/08

Document CDSG05(2003)04 — The action relates to names in travel documents.

Members of the CDSG agree that imposed limitations on character sets are undesirable. The UCS should be used for textual data whenever feasible. However, there was not full consensus on some details in the conclusions and recommendations made in document CDSG05(2003)04.

Action CDSG 05/15	Wolf Arvidson to propose a revised version of the last paragraph of document CDSG05(2003)04 within one week after the circulation of these minutes; <u>followed by</u> a short commenting period with the purpose of reaching full consensus; <u>followed by</u> the possible submission of the revised document to CEN/ISSS Forum.
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5 CEN/TC 304

5.1 New Draft Business Plan

Document CDSG05(2003)03 — Wolf Arvidson reported on the different projects. Project 7.2 [6.4.2] (OCR-B) is still ongoing. Project 7.7 [6.4.7] needs to be completed by CEN/TC 304, but no formal Working Group or paid Project Team is deemed necessary.

It was noted that some work needs to be done on the French and German versions of the new scope and title of CEN/TC 304.

The CDSG endorsed the draft Business Plan of CEN/TC 304. However, a short commenting period may be useful.

Action CDSG 05/16	All CDSG members to submit comments to document CDSG05(2003)03 to Wolf Arvidson as soon as possible.
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Action CDSG 05/17	John Clews to send comments on Fallback to Wolf Arvidson as soon as possible.
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The most important issue is the question of a secretariat for CEN/TC 304. The Secretary reported that positive contacts have been made with the Norwegian Ministry of Trade and Industry, but that no commitment has been made so far. The participants were very pleased to hear this and provided good arguments for the Secretary and NTS to bring into the talks with Norwegian authorities.

6 Various European projects

6.1 The European Convention and cultural diversity

Two versions of the draft European Convention were tabled. The version of 2002-10-28 states in Article 5, second paragraph: "... right to write to, and obtain a reply from, the European institutions in one's own language", while the version of 2003-02-06 states in Article 7, point 2, fourth item: "the right ... to write to the institutions and advisory bodies of the Union in any of the Union's languages and to obtain a reply in the same language". The present drafts do not define "the Union's languages".

One more document of high relevance was tabled: European Parliament, Directorate General for Research-Directorate A, STOA – Scientific and Technological Options Assessment, Briefing Note No 2/2001, PE nr. 297.557, January 2001: "Multilinguality and the Internet".

Action CDSG 05/18	Chair/Secretary to make contact with the authors of the document "Multilinguality and the Internet", to make the PT report available to them, and to assess future cooperation.
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Work with the upcoming European Constitution is highly relevant for CDSG and needs to be followed closely.

6.2 The Diffuse project

The Diffuse project is finished, and it seems to have been very successful.

Action CDSG 05/19	John Clews to look into information regarding a possible continuation of the Diffuse project.
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6.3 eContent

There was no discussion under this agenda item. However, see agenda item 9.

6.4 TeleCities

Nothing to report at this time.

7 Various other projects

7.1 ISO/IEC JTC 1/SC 36

There was no discussion under this agenda item.

Action CDSG 05/20	Secretary to find out if there is an interest on the part of ISO/IEC JTC 1/SC 36 or its sub-group on Culture, Language, and Function Accommodation to participate in the work in CDSG.
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8 Participation in CDSG

There was some general discussion relating to membership. A suggestion to establish a “fan club” was received with interest. Members would be added to a “second mailing list” to receive information, and to participate in a general information exchange. Members would be companies, organizations, and individuals that could potentially be consortium partners in projects initiated or joined by the CDSG.

Action CDSG 05/21	Secretary to initiate the establishment of a “second mailing list” for CDSG “fan club” members.
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8.1 European Parliament

Chair and Secretary reported on initial contacts that so far have not resulted in anything concrete.

The CDSG would welcome the European Parliament as members if they should so wish.

Action CDSG 05/22	Secretary to make available contact information for Members of the European Parliament in each CDSG member’s country.
Action CDSG 05/23	All CDSG members to contact MEPs in their respective countries.
Action CDSG 05/24	Chair and Secretary to make the necessary amendments in the CDSG Business Plan, mailing list, etc. in case the European Parliament should express a wish to join the CDSG as a member.

8.2 CEN/ISSS WS-eCAT

It was noted that as a member of the CEN/ISSS Forum WS-eCAT is invited to participate in the work of the CDSG. The CDSG Secretary is also the coordinator of the WS-eCAT Project Team, and he was asked to report both ways between the CDSG and the WS-eCAT.

9 Modes of financing

Document CDSG05(2003)07 — In addition to the programmes that are mentioned in the document, the eEurope programme needs to be included.

It seems to be very unlikely that general funding for CDSG projects can be found, and project funding needs to be sought on a case by case basis, targeted at specific calls for proposals in the various programmes.

The CDSG secretariat and members of the CDSG may participate in project consortia.

Action CDSG 05/25	Chair and Secretary to collect all relevant information regarding Project Teams, consortia, etc. for the purpose of funding.
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10 Reports

10.1 ETSI

Knut Nordby reported in ongoing activities in ETSI.

It was pointed out that ETSI needs to take note of CWA 13873:2000 (*Multilingual European Subsets in ISO/IEC 10646*) when drawing up their specifications. There also seems to be a user-friendliness problem in particular for users that need to communicate in more than one script (Latin and Greek or Latin and Cyrillic).

Action CDSG 05/26	Knut Nordby to make the draft on “Character repertoires, ordering and assignments to the 12-key telephone keypad” available for the CDSG, <u>and</u> to provide relevant contact information.
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10.2 Sami activities

Wolf Arfvidson reported on activities relating to keyboards in the Nordic countries. There is also some activity relating to the population of the Cultural Registry with Sami data.

10.3 Cross-border and “pan European” minorities

This agenda item was not discussed at this meeting. The issue will be followed up.

10.4 eBusiness report

Document CDSG05(2003)09 — This document shall not be circulated to a general audience at this time.

The Chair, who is also the editor of the eBusiness report, reported. He wished in particular to draw the attention of the CDSG to the following points in the report:

- (1) Clauses 3.1.4 (page 20) and 4.1.4 (page 40) – Adaptability.
- (2) Clause 3.3.1 (page 27) – Test-beds.

Action CDSG 05/27	All CDSG members to submit comments on the eBusiness report (document CDSG05(2003)09) to the Chair within Friday 2003-03-14.
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10.5 CEN/ISSS WS-eCAT

The Secretary reported. He is also a member and coordinator of the Project Team under the eCAT WorkShop. He will follow up and report both ways between the CDSG and the WS-eCAT.

10.6 CEN/ISSS possible future WS: Classification

The Secretary reported briefly. He will follow up any new development relating to this activity.

11 Next meeting

The next meeting of the CDSG will be on **Friday 16 May 2003** in Brussels.

As to time and location of the subsequent meeting was proposed October 2003 in London. No decision was made.

12 Any Other Business

12.1 Document numbering

The CDSG finds the current document numbering system to be less practical than the “normal” numbering system with running document numbers.

It was decided that the present document (*CDSG05(2003)11*) will be the last document to use this numbering system. Future documents will be numbered sequentially starting at **N101** (to avoid reusing the early numbers once more).

Certain “Standing Documents” will be numbered separately with the following identifiers (followed by edition date):

- CDSG-SD-ActL – CDSG Action List
- CDSG-SD-Calls – List of EC project calls
- CDSG-SD-Memb – CDSG membership list
- CDSG-SD-Proj – List of projects
- CDSG-SD-PTrep – The Project Team report (final)

12.2 JTC1 meeting

Yves Neuville drew the participants’ attention to a ISO/IEC JTC 1 meeting that has been scheduled to take place in Geneva on 2–3 June 2003 (immediately prior to the ISO chairman’s conference on 4–6 June). See document ISO/IEC JTC 1 N7025, dated 2003-02-20, entitled “Notice of Meeting on Cooperation and Coordination of Cross Cultural and Linguistic Matters, 2-3 June 2003 at ISO Central Secretariat Offices in Geneva, Switzerland”.

Delegates to the meeting need to register no later than 2003-04-01, and topics for discussion should be sent to the JTC 1 secretariat within the same date.

Participation at this event by CDSG as such, as well as by CDSG members in national delegations, was encouraged.



CDSG

Cultural Diversity Steering Group

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|-------------------|--|
| Action CDSG 05/28 | Yves Neuville to make the necessary contacts to trigger an invitation to the CDSG to participate at the JTC 1 meeting in Geneva on 2003-06-02/03. |
| Action CDSG 05/29 | Chair to submit a contribution to the JTC 1 meeting in Geneva on 2003-06-02/03, depending on the outcome of the previous Action Item. |

Annex A – Participants

See also the Standing Document “CDSG-SD-Memb”.

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Annex B – Action List

The Action List is issued as a separate Standing Document: “CDSG-SD-ActL”.

Annex C – Projects

The list of projects is issued as a Standing Document: “CDSG-SD-Proj”.