

How To Vote on an ISO WG Ballot on the ISO site

Guidance for U.S. experts



ANSI's ISO Team

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Background

ISO Working Group leadership has the option of launching ballots, which are referred to as “Expert Ballots” or “Working Group Consultations”, to the Working Group’s membership.

Working Group Consultations can be used to gather a working group’s input, automatically collect and collate comments, and provide documentation of the group’s consensus on issues with the group.

This brief presentation will show you how to vote for an ISO Working Group Consultation on the ISO Ballots platform.



What is needed - Membership

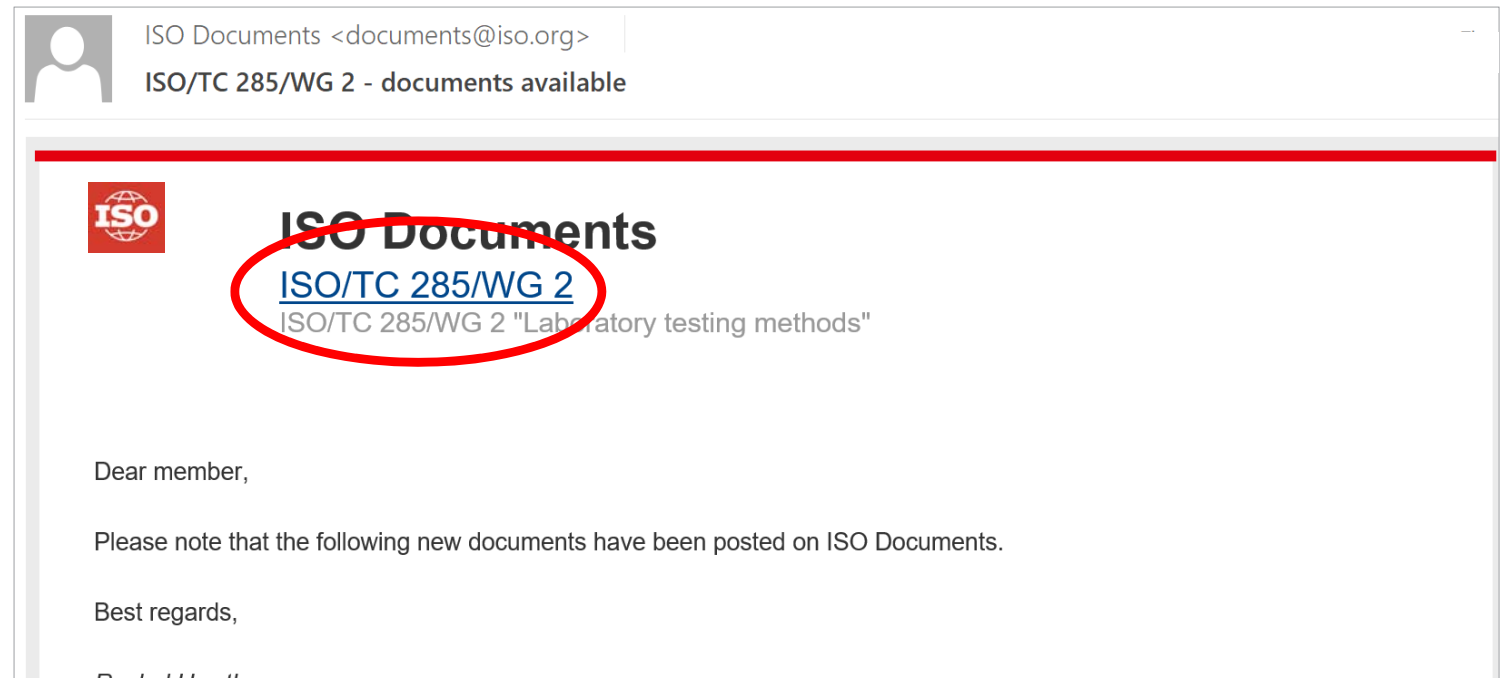
First, you must be officially registered as a member of the ISO Working Group by ANSI.

- ◆ If you receive document notifications from an ISO Working Group, you are officially registered as a member. You can vote on ISO Working Group Consultations.
- ◆ If you are not a member, contact your U.S. TAG Leadership. They would be able to advise you on how to be approved as a member, and they would make the official notification to ANSI to add you as a member of the Working Group. (Note that a Working Group Convenor or Secretary are not able to add you to their membership.)



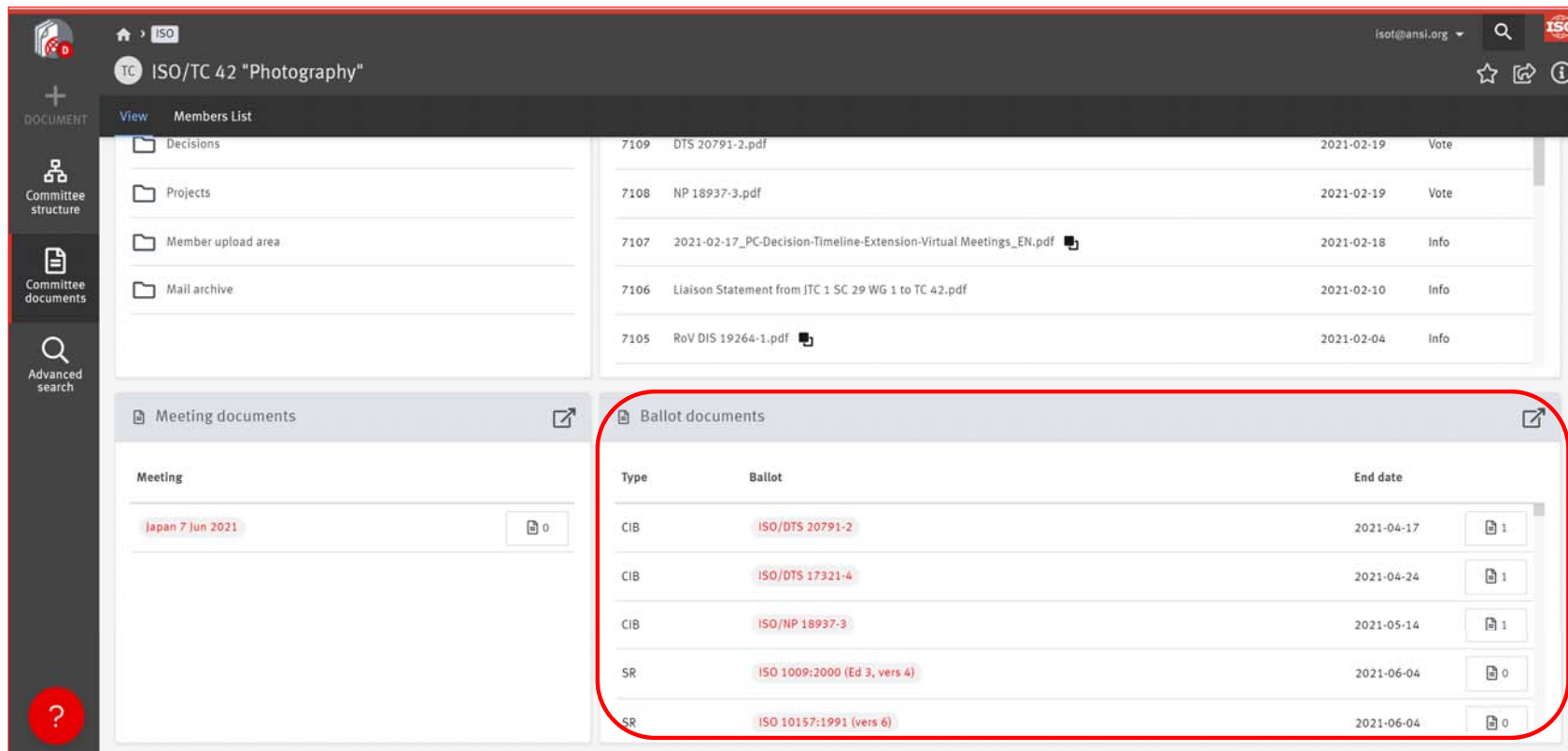
Navigate to the Ballots portal

From any document notification, click on the highlighted link to go to the Committee Homepage.



Navigate to the Ballots portal

From the Committee Homepage, click one of the ballots in the highlighted section to go to the ISO Ballots portal.




Type	Ballot	End date	
CIB	ISO/DTS 20791-2	2021-04-17	1
CIB	ISO/DTS 17321-4	2021-04-24	1
CIB	ISO/NP 18937-3	2021-05-14	1
SR	ISO 1009:2000 (Ed 3, vers 4)	2021-06-04	0
SR	ISO 10157:1991 (vers 6)	2021-06-04	0



Navigate to the Ballots portal

Or - from the Ballot events email, click on the highlighted link to go to the Ballots portal.

ISO Event Notifications <biznotif@iso.org>
ISO Electronic balloting portal - Ballot events

 **ISO Electronic balloting portal**
Ballot events

Dear Expert,

You are informed of the following ballot-related events.

See [here](#) for more detailed information on what to do.

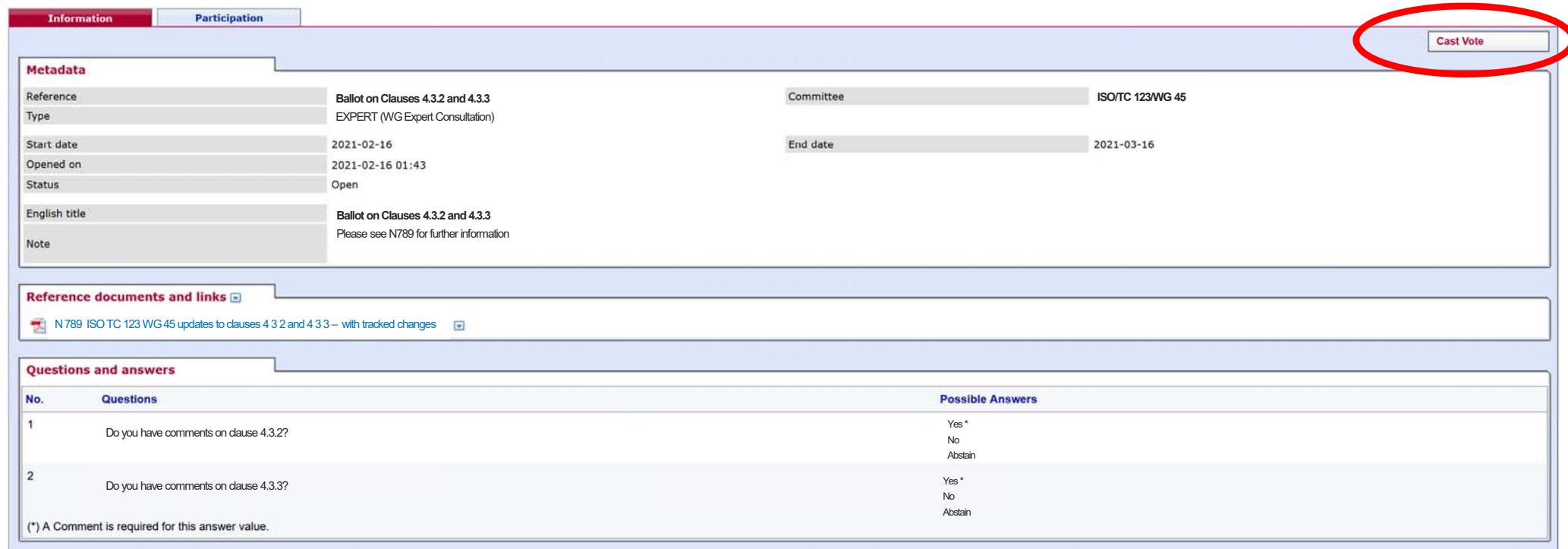
Opened ballot(s)

Project reference	Committee	External relation	Type	Due date
Ballot on Clauses 4.3.2 and 4.3.3	ISO/TC 123/WG 45		EXPERT	English title: Ballot on Clauses 4.3.2 and ... 2021-05-11



Vote on the ISO WG Ballot

On the ISO Ballots portal, click on “Cast Vote” and enter the required information to vote on the consultation. Note where comments are required and use the ISO Comments Template when appropriate.



The screenshot shows the ISO Ballots portal interface. At the top, there are two tabs: 'Information' and 'Participation'. The 'Cast Vote' button is circled in red in the top right corner. Below the tabs, there is a 'Metadata' section with the following information:

Reference	Ballot on Clauses 4.3.2 and 4.3.3	Committee	ISO/TC 123/WG 45
Type	EXPERT (WG Expert Consultation)		
Start date	2021-02-16	End date	2021-03-16
Opened on	2021-02-16 01:43		
Status	Open		
English title	Ballot on Clauses 4.3.2 and 4.3.3		
Note	Please see N789 for further information		

Below the metadata section, there is a 'Reference documents and links' section with a link to 'N 789 ISO TC 123 WG 45 updates to clauses 4.3.2 and 4.3.3 – with tracked changes'.

At the bottom, there is a 'Questions and answers' section with the following table:

No.	Questions	Possible Answers
1	Do you have comments on clause 4.3.2?	Yes * No Abstain
2	Do you have comments on clause 4.3.3?	Yes * No Abstain

(*) A Comment is required for this answer value.



Vote on the ISO WG Ballot

Note that while you are able to vote for ISO Working Group Consultations through the ISO Ballots portal, you will not be able to vote for TC or SC level ballot directly through the ISO Ballots portal.

To vote on a TC or SC level ballot, please contact your U.S. TAG Leadership. They would be able to advise you on how to vote on the U.S. TAG's ballot, and they would make the official submission to ANSI of the final U.S. consensus position on the ISO ballot on behalf of the full U.S. TAG.

