ANSI ISO Team (ISOT)

ISOT Guidance Note 2012-03 – Changes to the DIS and FDIS Process

There have been recent changes to the ISO DIS and FDIS processes. ISOT wants to take this opportunity to inform you of how these changes will affect US/TAGs ANSI delegated ISO secretariats.

**Changes to the DIS process**
The DIS voting period has been shortened from 5 months to 3 months as of July 1, 2012. However, DIS documents will be available to all national bodies 2 months prior to the 3 month balloting period to allow translation of the DIS text from English to their native language. ISOT will provide DIS documents to US/TAGs as soon as they become available; however, we will not be able to post votes or comments until the official 3 month balloting period begins.

There are a few important points to keep in mind with this new process:
1. This new procedure does not apply to projects being progressed under the Vienna Agreement. ISO and CEN are currently discussing if an abbreviated process can be arranged for VA documents.
2. During the 2 month translation period, prior to the official ballot opening, ISO member bodies can request a 1 month extension to the 3 month voting period. (NOTE: This is consistent with the existing process for requesting extensions.)

From the US perspective, this change will not impact how we process DIS. US/TAGs will still have the 5 month period to review the document; the only difference is that the ballot period for casting votes is only open during the last 3 months. ISOT encourages you to continue to use the same process in the US/TAGs that you have been using.

**Changes to the FDIS process**
As of July 1, 2012, an ISO committee may decide to skip the FDIS stage if the DIS is approved. Prior to this time, the DIS had to have 100% approval to skip the FDIS. If the committee leadership recommends skipping the FDIS stage this needs to be communicated to the member bodies via a resolution for approval by correspondence. Decisions to skip the FDIS stage should be based on the following criteria:
1. The DIS voting results and comments
2. Knowledge of the committee and subject area
3. The ISO Global Relevance Policy

The rule of thumb should be that if there are substantial technical comments on the DIS, further work should be done on the document and the committee should carry out the FDIS ballot at a minimum.

These changes are in response to many ISO members asking ISO to shorten the time it takes to publish an ISO document. ISOT believes that these changes will have minimal impact on the US/TAGs and will be beneficial to the ISO standards development process in the long run. We invite you to submit feedback to ISOT at isot@ansi.org.
What this means to you as an ISO secretary:
If your work program contains items that are being progressed via the Vienna Agreement (VA), then some of your documents will be subject to the current 5-month ballot process, and the FDIS stage cannot be skipped. This may cause confusion for your committee members, so you will need to communicate when items are being processed under the VA and remind them of the ballot period.

What this means for you as a US/TAG administrator:
As a TAG administrator, you can still send your votes into ISOT at any point in time; however ISOT will only be able to post your vote to the ISO during the official 3-month voting window. Therefore, there may be a delay between submittal of your vote to ISOT and the confirmation email you receive when ISOT posts the vote. Also, with the new FDIS procedures, please be sure that your US/TAG members are in agreement with skipping the FDIS, if the ISO committee leadership chooses this path!

For further information on these changes, please see AIF N77-2012 and AIF N90-2012 on the AIF Documents folder of ANSI online.

About the ANSI ISO Team (ISOT)
The American National Standards Institute (ANSI) is the U.S. member body to the International Organization for Standardization (ISO). To ensure a strong and effective U.S. voice in international standardization, the ANSI ISO Team (ISOT) acts as the interface between ANSI-accredited U.S. Technical Advisory Groups (US/TAGs) and/or ANSI-delegated U.S. held ISO secretariats.

ISOT daily operations include distribution of ISO documents to US/TAG administrators, processing votes on behalf of US/TAGs, accrediting delegates to attend international meetings, nominating experts to participate on working groups, coordination with key group such as the ANSI ISO Forum (AIF), ANSI ISO Council (AIC), and the ISO Technical Management Board (TMB), administering ANSI Virtual Technical Advisory Groups (VTAGs), facilitating training programs, among many other functions. In addition to daily responsibilities, ISOT is available to assist with any committee specific issues US/TAGs or U.S. held secretariats may be facing. ISOT staff is well versed in the ISO procedures, ANSI International Procedures, and has experience in all aspects of the ISO process.

For organizations that are new to ISO or want additional support with ISO related activities, ANSI’s ISOT staff provides hands-on, practical guidance on all aspects of administration of US/TAGs or ISO Secretariats through its fee-based Enhanced Services program. For more information, contact isot@ansi.org.