ISOT Guidance Note 2014-01 – What is the AIF?

As a US/TAG administrator or US delegated ISO secretary, you have probably received notices from ISOT with AIF documents. But have you ever wondered what the AIF is all about?

The ANSI ISO Forum (AIF for short) is responsible for reviewing ANSI draft positions on technical coordination and procedural issues of the ISO Technical Management Board (ISO/TMB) and advising the ANSI TMB representative on stakeholder viewpoints. AIF input is based on the contributions from ANSI constituents who must implement the results of ISO/TMB decisions on those issues. It also provides opportunities for ANSI to inform and educate US stakeholders on relevant matters, and for the AIF members to network on issues of common concern and share best practices. Some examples of the AIF topics are as follows:

- ISO procedural and technical coordination matters
- Operations of ISO committees and related US/TAGs
- Networking on best practices for operations of ISO committees and US/TAGs

The AIF is open for participation to anyone serving as a US/TAG administrator, US/TAG chairperson, US delegated ISO secretary or US ISO chairperson. The AIF meets 3 times per year prior to the ISO/TMB meetings. The meeting locations rotate around the US and online meeting and conference call options are usually available. The fall AIF meeting is held in conjunction with the ANSI ISO Council (AIC) meeting to boost participation and enrich the discussions. The fall meeting takes place prior to the ISO General Assembly meetings.

The AIF reports to the AIC, which is a group of ANSI members that have strong interests/participation in ISO standardization and related conformity assessment activities. These individuals, with support from others in their organizations as necessary, have the appropriate knowledge and experience to participate in decision making on ANSI positions related to a broad range of ISO policy issues.

AIF meeting dates are posted to the ANSI calendar. Please search for AIF to bring up a list of the upcoming meeting dates.
You can always access AIF documents on our website here.
To learn more about the AIF please click here.
To learn more about the AIC please click here.

What this means to you as an ISO secretary:
The AIF is one of the best places for you to learn about upcoming changes to the ISO Directives and discuss with others how the changes will affect your committee’s operations. It is also a great
opportunity to learn about issues other committees face and how different committees operate. In addition, the AIF provides you with a forum to network with ANSI’s TMB representative, key ISOT staff and other ISO secretaries. Discussions held at AIF meetings and the consensus positions help influence ANSI positions on both ISO technical and policy matters.

**What this means to you as a US/TAG administrator:**
The AIF is one of the best places for you to learn about upcoming changes to the ISO Directives so you can better inform your TAG members. It is a great opportunity to see how other US/TAGs operate and meet other US/TAG administrators. In addition, the AIF provides you with a forum to network with ANSI’s TMB representative, key ISOT staff and other US/TAG administrators. Discussions held at AIF meetings and the consensus positions help influence ANSI positions on both ISO technical and policy matters.

**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.