



ISO National Mirror Committee Training

Session 5:

Running/Strengthening an NMC

November 2, 2015

Alisa Hotel

Accra, Ghana

Presentation overview

- Consensus
- Principles and guidance
- Strategies for running/strengthening an NMC
- NWIP example
- Interactive discussion

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CONSENSUS

- Stakeholder engagement and consensus decision-making are key to successfully running/strengthening an NMC
- Consensus:
 - What is it?
 - How do we *build* it?
 - How do we demonstrate it?

ISO/IEC Directives Part 1:

“General agreement, characterized by the absence of sustained opposition to substantial issues by any important part of the concerned interests and by a process that involves seeking to take into account the views of all parties concerned and to reconcile any conflicting arguments. Consensus need not imply unanimity” (3.2G1)

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PRINCIPLES AND GUIDANCE

- Any national stakeholder may comment but the NSB determines and is responsible for its national process for developing its positions on ISO work
- A description of how the NSB determines its national positions should be publicly available or provided to stakeholders on request
- Forming a National Mirror Committee is a common and recommended approach, and at times other existing NMCs may need to be consulted
- Where possible, NSBs should rely on existing NMCs
- All stakeholders and participants should respect national consensus positions
- NSBs should have procedures for dispute resolution, abstention and appeals as needed

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PRINCIPLES AND GUIDANCE

- Arguments for and against existence of a standard are addressed at the project proposal stage, not throughout development of the standard
- NSBs should address and try to resolve all views expressed
- NSBs should keep a record of which national stakeholders were involved
- NSBs should communicate decided positions clearly to all stakeholders
- Appeals should be handled informally if possible, but any formal appeal process should be fair, transparent and neutral
- Engage different means to establish consensus (postal service, email, press releases, teleconferences/webinar meetings, web sites, social media) – be proactive and flexible

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PRINCIPLES AND GUIDANCE

- All NMC members should have equal rights to information and participation
- Attempts should be made to achieve stakeholder balance without dominance by any one stakeholder category
- NMC members should be encouraged and helped to learn about standardization procedures
- NSBs should provide information, advice and training to all NMC members
- Any participation fees for NMCs should be reasonable / fair and information on funding mechanisms for underrepresented stakeholders should be clearly communicated
- Fee waiver or fee reduction options are recommended

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ISO RULES ON PARTICIPATION

- A Secretariat shall notify ISO Central Secretariat if a P-Member:
 - Is persistently inactive and has failed to contribute to 2 successive technical committee/subcommittee meetings, or
 - Fails to vote on over 20% of the questions formally submitted for voting on the committee internal balloting (CIB) mechanism over the course of each calendar year
 - Fails to vote on a single DIS or FDIS

- What are some strategies NMC leaders can use to ensure active participation?

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STRATEGIES FOR RUNNING/STRENGTHENING AN NMC

- NMC policies and procedures:
 - Formalized and regularly reviewed
 - How is a consensus national position achieved?
 - If voting is used, who votes? When do you vote? What is the consensus threshold? How are negative votes and comments addressed?
 - How are appeals handled?
- NMC communication strategies:
 - When and how to hold meetings?
 - Communication across subgroups, entire NMC, NSB
 - Preparing for, reporting back on TC/SC meetings
- Information management strategies:
 - Gathering and dispersing ISO documents
 - Membership roster
 - Recording votes, comments, etc.

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MORE STRATEGIES FOR RUNNING/STRENGTHENING AN NMC

- NMC membership:
 - Regularly review and undertake additional stakeholder outreach as necessary
 - Delegating/sharing the responsibility for membership maintenance across NMC members
- Trainings:
 - On standardization
 - On ISO meeting participation
 - On ISO policies and procedures
- Communicate/cooperate with other NMCs:
 - “P-member twinning”

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ENCOURAGING EFFECTIVE PARTICIPATION IN ISO MEETINGS

- Who should attend?
 - Demonstrated competence in the field
 - Ability to express views in a clear, concise and persuasive manner
 - Familiar with ISO process and what's expected of them at the ISO meeting
- NMC should clearly communicate expectations for:
 - ISO delegates
 - Attend meetings, actively participate and contribute to strategy sessions
 - Represent the county well, represent the national position
 - The importance of participating in informal gatherings and social events
 - Heads of Delegation
 - Calls strategy meetings
 - Speaks on behalf of the delegation

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NEW WORK ITEM PROPOSAL EXAMPLE

- NWIPs are circulated for a 3 month ballot in ISO
- **Week 1:** Conduct a preliminary review with NMC Chair
- **Weeks 2 – 5:** Circulate document (with input from Chair) for initial review and comment by NMC
- **Weeks 6 – 7:** Collate all comments and review with NMC Chair and hold initial NMC meeting to discuss all comments received
- **Weeks 8 – 11:** Finalize NMC position
 - Includes circulation of consensus comments
 - Includes any outstanding negative votes
- **Week 12:** Send NMC position to NSB for submission to ISO

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INTERACTIVE DISCUSSION

- Does your NSB have an established policy for how it determines its national position?
- Does your NSB have an established procedure for dispute resolution?
- What are the greatest obstacles to running effective NMCs for your NSB?
- What are the greatest obstacles to running an effective NMC for TC 285 in particular?
- What best practices can your NSB share on running/strengthening an NMC?

For More Information

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