SPCG – Standardization Programme Coordination Group

Report from the 18th SPCG meeting, Virtual meeting – 2023-04-03 (12.00-14.00 hours CEST)

1 Welcome and introductions

The SPCG Chair, Mr Christian Gabriel, opened the 18th SPCG meeting and welcomed all participants, including the new SPCG members who joined in 2023, as contained in SPCG/01-v9.

The attendance list is provided in Annex A. Mr Antoine Morin (ISO/CS) sent apologies and could not participate. Mr Chandan Bahl and Mr Liang Zhang were absent.

The meeting was assisted by the SPCG Secretary, Ms Mikaela Sampson (ISO/CS).

2 Adoption of the agenda

The agenda was adopted as circulated in SPCG/158.

3 Report and actions from the 17th SPCG meeting (5 December 2022)

The meeting report SPCG/152 from the 17th SPCG meeting (5 December 2022) was approved.

Participants reviewed the status of action items from previous SPCG meetings in SPCG/155.

Status of action items from previous SPCG meetings

AI (nth SPCG -#)	Actions from 11th, 12th, 13th, 14th, 15th, 16th and 17th SPCG meetings	Owners
11-03	Provide regular updates on SPCG to WSC as requested and in line with the assigned activities **Status:** Update in parallel to report to boards. This is a standard procedure, so item could be deleted.	Chair
11-04	Members to review the follow-up to recommendations listed in SPCG/08 [list of recommendations] on a 6-month basis **Status:** Follow-up is standard procedure (standing item), could be deleted, see also 16-03	Secretary
12-03	The SPCG agreed for the SPCG leadership team to prepare a written response to J-SCTF for their raised questions along the lines of the views expressed during the meeting **Status:** action is outdated, J-SCTF co-operation is ongoing, item could be deleted	SPCG leadership
13-03	SPCG COMMs to consider how to communicate the landscape document to the technical communities? How do technical communities get access of the landscape document for their regular usage? To solicit comments (completeness?) on the landscape document. **Status:** on the #18 top agenda for discussion	SPCG COMMs

14-06	A small team (Mr Vimal Mahendru, Mr Steven Cornish, Mr Martin Euchner) to draft a short paper (1-pager) elaborating on how SPCG could consider the systems approach. **Status: IEC provided a presentation on the systems approach. This was in the ToRs of the SPCG but might not be 'relevant' for ISO and ITU).** Close this item.	Mr Vimal Mahendru, Mr Steven Cornish, Mr Martin Euchner
16-07	SPCG leadership (Chair, Secretary, Secretaries of ISO TMB and IEC SMB) to organize a meeting with the leadership of the ISO, IEC, ITU-T core AI technical groups to discuss various questions (such as coordination problem, effectiveness, information sharing, platform/mechanism etc). Status: clear concept needed, deferred for action after SPCG webinar	SPCG Leadership
16-08	SPCG members to liaise and consult with their relevant stakeholders on AI or AI community and feed back to the SPCG Secretary. **Status:** clear concept needed, deferred for action after SPCG webinar	SPCG members
16-09	Develop questions (such as coordination problem, effectiveness, information sharing, platform/mechanism etc) for AI leadership meeting. **Deferred for action to after the SPCG WS.** clear concept needed, deferred for action after SPCG webinar	SPCG Chair, SPCG Secretary
17-03	ISO/TMB will send a request to IEC/SMB for IEC to join the joint ISO/IEC Standardization Evaluation Group (JSEG) on metaverse (pending approval of the revised joint ISO and IEC Directives by JDMT). **Status: Done.**	Mr Antoine Morin

Action items 13-07, 14-04, 15-03, 16-01, 16-02, 16-03, 16-04, 16-05, 17-01, 17-02, 17-04, 17-05, 17-06, and 17-07 were closed. In addition, the items highlighted in grey in the table above were closed: 11-3, 11-04, 12-03 and 14-06.

4 ToRs – Neutrality of chair and editorial changes

During the last election process and nomination of new members some confusion emerged regarding the situation of the chair: is the chair neutral? Is the chair member of the IEC, ISO or ITU team? The ToRs are not clear about this situation.

Indeed, these questions were raised during the Subgroup 2 meetings (see SPCG/159) and the conclusions were as follows:

Subgroup 2 had an extensive discussion about the neutral position of the Chair. As a result, the subgroup agreed on the following items:
- It is assumed that the Chair has an impartial/neutral role.
- This assumption is a basic expectation and needs no explicit statement in the ToRs. Rationale: a core part of SPCG's mission is gaining trust and understanding between the three institutions. Highlighting the need of the Chair's impartiality is in contradiction to the underlying trust and understanding.
- It is understood that the maximum number of SPCG members of each organization is 5 and the Chair is a position on its own. So once a member gets elected as Chair it is up to the respective board to fill up the remaining member's position. There is no need to explicitly encourage the boards for doing so via the ToRs.
[..]

SPCG agreed to keep the ToRs unchanged and to include the clarification regarding the Chair in the SPCG guidance. The SPCG decided to revive Subgroup 2 (Amanda, Frank, Lynne, Ivano, Ajit, Martin, Christian) to discuss the amendment to the SPCG guidance document. The SPCG Chair volunteered to lead this group.

Action 18-01: Amend guidance to ToRs regarding the Chair's neutral position. Subgroup 2 is tasked with this amendment and will report back for June 28th, 2023 meeting.

5 Update of SPCG response to recent proposals for new fields of activities

Participants reviewed the list of recent and current proposals for new fields of activity as provided by IEC, ISO, and ITU-T in document SPCG/8-v7.15.

Since the 17th SPCG meeting, four new proposals were received:

- SPCG/149: ISO/TMB (SNV) proposal for a new ISO International Workshop Agreement IWA on 'Recycled Gold with Requirements for precious metals management systems & certification schemes'.
- SPCG/150 IEC/SMB (from the Austrian NC) proposal for a new PC on 'Rotating electrical machines for the traction of road vehicles'
- SPCG/153: ISO/TMB (AFNOR) proposal for a new technical committee on 'Specialty metals and minerals'.
- SPCG/154: ITU-T Focus Group on 'costing models for affordable data services (FG-CostingData)'

The SPCG has prepared and shared one recommendation (since the 17th meeting):

- SPCG/151: SPCG Recommendation on ISO/TMB proposal (from SNV) for IWA on 'Recycled Gold with Requirements for precious metals management systems & certification schemes'

The two most recent proposals; SPCG/153 and SPCG/154 are under ongoing review and consultation until mid-April 2023.

It was mentioned that the TMB established an ISO Smart Farming Coordinating Committee (SFCC) at its March 2023 meeting following the recommendation in the final report of the ISO Strategic Advisory Group (SAG) on Smart farming. In the resolution, the ISO/TMB also invited IEC and ITU-T to confirm their interest in collaborating with ISO on this topic and discuss establishing a Joint Smart Farming Landscape Group (JSFLG) with the proposed Terms of reference presented in General Recommendation clause 3.1.5 (ISO SAG Smart farming final report).

The SPCG Secretary presented an overview (PowerPoint presentation) of the proposals that had received a recommendation from the SPCG and the reactions from the boards. The SPCG maintains a process that tracks the reaction of a Board upon a received SPCG recommendation. With this process the SPCG is able to understand the outcome of the Board reaction or the decision upon the proposal and the SPCG recommendation. The SPCG Chair reminded the secretaries to provide the reactions of their boards to the SPCG secretariat, for inclusion into the SPCG excel sheet on proposals (SPCG/8-v7.15) and for addition in this presentation, which will be presented at each SPCG meeting.

Action 18-02: Gilles to share results of SMB vote (closing on 2023-04-07) regarding the joint ISO/IEC Standardization Evaluation Group (JSEG) on metaverse.

Action 18-03: SPCG Secretary to share the final report and TMB Resolution on the ISO SAG Smart farming with the SPCG.

6 AI/ML a) Updates to SPCG landscape, and to AI/ML field landscape

The SPCG members discussed the landscape document and agreed that it is a very good document and should be shared and promoted as few are aware of its existence.

It was suggested to inform and consult with the boards before reaching out to the technical community. A suggestion was made to ask the TOs/TPMs/Counsellors to add the landscape document as a standing item at the committee meetings.

Action 18-04: For more awareness of the landscape document the secretariats shall inform the TOs/TPMs/Counsellors about the landscape document for introducing this document to the technical committees.

7 Key Performance Indicators (KPIs) for effective coordination

At the #17 meeting, the SPCG agreed on the following:

KPI #1 (number of new proposals, monitoring): kept, but is not considered as a real KPI of the performance of SPCG

KPI #2 (number of proposals of common interest, monitoring): kept, but is not considered as a real KPI of the performance of SPCG

KPI #3 (number of recommendations submitted, success): kept, but split to have a differentiated measurement on the coordination for technical groups (TCs, SGs etc) vs strategic groups (SAGs, SEGs, FGs)

KPI #4 (number of recommendations taken forward, success): kept, may benefit from some amendments or clarification to reflect the situation when boards rejected a proposal (but not the SPCG recommendation)

KPIs #5 - #9 discarded

New KPI: measure the further impact of the board's decision (and resulting coordination results) upon the SPCG recommendations

New KPI: outcome based using a focused approach and to measure outreach and promotion activities of the SPCG

See also action item 17-05: *SPCG members and SPCG leadership to revise existing KPIs and develop new suitable KPIs.* The SPCG Chair suggested creating a Subgroup (3) to deal with the amendment of KPIs #3 and #4 and possible new KPIs with the aim of clarity, measurability and usefulness. Franck Lebeugle (AFNOR), Ivano Visintainer (CEI), Atsuko Saruhashi (JISC), Martin Euchner (ITU-T TSAG Secretary), Christian Gabriel (SPCG Chair) and Lynne Gibbens (SCC) volunteered to join the sub group with Amanda Richardson (BSI) as the convenor.

Action 18-05: The revision of the KPIs and development of new KPIs to be presented by Subgroup 3 at the next SPCG meeting on 28th of June 2023.

8 Status update on the preparation of IEC-ISO-ITU-T webinar (tentative title: "Fostering more effective IEC/ISO/ITU-T standards coordination and collaboration")

Martin Euchner, former SPCG Secretary and member of the workshop steering team, provided a status update on the planned workshop and the outcome of the survey that was carried out to the registered participants. The SPCG Chair proposed to keep it simple and to organize a 2-hour webinar, where SPCG presents its task and mission, with best practice examples and a Q&A session. He suggested reviving the steering team and invited those that were already on the workshop steering team to continue and invited other SPCG members to join the group. He offered to lead the work and suggested sending a doodle to find a suitable date for a first meeting in mid-April to decide on the format and proceedings of the webinar. He further suggested that a second webinar could be organized, possibly in the autumn 2023.

Action 18-06: SPCG Chair to send out doodle to the workshop steering team for a first meeting in mid-April to decide on a webinar format as soon as possible.

9 Brainstorming on future SPCG work priorities, objectives

During the #17 SPCG meeting, members brainstormed on the future SPCG work priorities and objectives. Action 17-06 reads: *The SPCG leadership will be post-processing the outputs from the brainstorming session and make them actionable.*

The SPCG Chair presented the outcome of the brainstorming session, see document SPCG/157.

A discussion followed on the actions to be taken. The SPCG Chair reminded that many of the brainstorming items are dealt with by the actions items. With regards to the brainstorming item 'Consultive groups to coordinate among themselves; expand SPCG', the SPCG agreed not to expand the mandate and scope. Instead, the SPCG agreed to focus on delivering on its mandate.

10 Communication workplan

The SPCG Chair suggested having a conversation with Lynne Gibbens, outside of the meeting on who needs to do and what. The communication workplan is a living document and should not be in the guidance document.

Action 18-07: SPCG Chair to set up a meeting with Lynne, the leader on the communication workplan and to report back to the SPCG at the meeting on 28th of June 2023. Annex 3 (SPCG Communications Work Plan 2020-2021) of the guidance document will be withdrawn.

9 Next meetings

Ivano Visintainer (CEI) kindly offered to host the SPCG physical meeting in Milano on 27th of November 2023. The meeting will be a hybrid meeting to allow for remote participation for those that cannot join the meeting physically.

Action 18-08: SPCG Secretary to send out calendar invite for physical meeting on 27th of December 2023.

10 Any other business

The SPCG video, published at the end of January 2023 on the SPCG page on the World Standards Cooperation website (https://www.worldstandardscooperation.org/), was shared with the SPCG.

11 Close of meeting

The Chair thanked all members for their active participation during the meeting and closed the meeting.

Annex A – Participants

Chair: Mr Christian Gabriel (IEC/SMB)
Secretary: Ms Mikaela Sampson (ISO/CS)

IEC SMB representatives

Mr Gilles Thonet – SMB Secretary
Lynne Gibbens
Hae Choe
Thomas Korssell
Ivano Visintainer
Liang Zhang (not present)

ISO TMB representatives

Mr Antoine Morin – Head of technical policy
Amanda Richardson
Franck Lebeugle
Atsuko Saruhashi
Petra Scharf
Chandan Bahl (not present)

ITU TSAG representatives

Mr Martin Euchner - ITU-T/TSB
Mr Per Fröjdh
Mr Ajit Jillavenkatesa
Ms Miho Naganuma
Olivier Dubuisson
Zhicheng (Robert) Qu

Annex B – Action items

#	Actions from the 18th meeting	Owners
18-01	Amend guidance to ToRs regarding the Chair's neutral position. Subgroup 2 is tasked with this amendment and will report back for June 28th, 2023 meeting.	Subgroup 2
18-02	Gilles to share results of SMB vote (closing on 2023-04-07) regarding the joint ISO/IEC Standardization Evaluation Group (JSEG) on metaverse.	Mr Gilles Thonet
18-03	SPCG Secretary to share the final report and TMB Resolution on the ISO SAG Smart farming with the SPCG.	SPCG Secretary
18-04	For more awareness of the landscape document the secretariats shall inform the TOs/TPMs/Counsellors about the landscape document for introducing this document to the technical committees.	Board Secretariats (SMB/TMB/ITU-T)
18-05	The revision of the KPIs and development of new KPIs to be presented by Subgroup 3 at the next SPCG meeting on 28th of June 2023.	Subgroup 3
18-06	SPCG Chair to send out doodle to the workshop steering team for a first meeting in mid-April to decide on a webinar format as soon as possible.	SPCG Chair
18-07	SPCG Chair to set up a meeting with Lynne, the leader on the communication workplan and to report back to the SPCG at the meeting on 28th of June 2023.	SPCG leadership
18-08	SPCG Secretary to send out calendar invite for physical meeting on 27th of December 2023.	SPCG leadership