ISO/IEC JTC 1/SC 34/WG 4 N 0288

**[DAY 2 Draft] Minutes of the Kyoto Meeting of**

**ISO/IEC JTC 1/SC 34/WG4, 2014-09-23/25**

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**2014-06-25**

**Opening remarks**

The meeting started at 09:10. The convener, Murata-san, welcomed everyone to the 21st face-to-face meeting of WG4.

1. **Roll call of delegates**

The following members were present during part or all of the meeting:

|  |  |  |
| --- | --- | --- |
| Name | Affiliation | Employer/Sponsor |
| Sam Oh | SC 34 Chair | Sungkyunkwan University |
| Toshiko Kimura | SC 34 Secretariat | Japan Standards - ITSCJ |
| Makoto Murata | WG4 Convener, JP | International University of Japan |
| ChunYan Fang | CN | China Electronic Standardization Institute |
| Xia HOU | CN | Beijing Information Science and Technology University |
| Mario Wendt | DE | Microsoft |
| Rex Jaeschke | Ecma, Project Editor | Consultant |
| Jim Thatcher | Ecma, US | Microsoft |
| John Haug | Ecma, US | Microsoft |
| Chris Rae | Ecma | Microsoft |
| Francis Cave | GB | Francis Cave Digital Publishing |
| Alex Brown | GB | Griffin Brown Digital Publishing Ltd. |
| Gareth Horton | GB | Datawatch |
| Jaeho Lee | KR | University of Seoul |
| SangBeom HAM | KR | Microsoft |

Present were 15 people from 6 NBs, and 1 liaison.

1. **Adoption of the agenda**

The agenda (SC 34 N 2085) was adopted as published, with the following changes:

* Added “Processing Comments on the DIS Ballot for ISO/IEC 29500-3 (MCE)”

1. **Administration**

**Approval of Previous Meeting Minutes [WG4 N 0287]**

The draft minutes were approved, as circulated, with the following changes:

* In 5. ”Revising Part 2 (Open Packaging Conventions)”, Metadata, add the following: The consensus was that introducing a specific new part for arbitrary rich metadata would be problematic, but that introducing a new relationship type might be appropriate. Francis offered to do a test (on which he reported to the email list several days later).
* In 5. ”Revising Part 2 (Open Packaging Conventions)”, The Status of the Use of “IRI”, add the following clarification: Members on the call have not followed these developments in detail. As in Murata-san's current draft, we will use RFCs 3986 and 3987 as the basis for specification of the syntax for part names and for the pack: scheme.

**Outstanding Action Items**

* Caroline will send email to the list on her thoughts re “content type” and “media type”. **Done**

**Report from the WG4 Secretariat**

The following NBs and liaisons have registered delegates to WG4: BR, CA, CH, CI, CN, CZ, DE, DK, Ecma, FI, FR, GB, IN, IT, JP, KR, NL, NO, OASIS, PL, US, W3C, XML Guild, and ZA. All requests for additions, deletions, and changes to the delegate list should be sent to the WG4 Secretariat ([rex@RexJaeschke.com](mailto:rex@RexJaeschke.com)).

The WG4 email list is [e-SC34-WG4@ecma-international.org](mailto:e-SC34-WG4@ecma-international.org). The document repository is now at <http://isotc.iso.org/livelink/livelink?func=ll&objid=8912947&objaction=ndocslist>.

Rex reminded members that new documents will no longer be posted to the Japan-hosted website. Going forward, only the LiveLink site will be updated. Members must get themselves added to the LiveLink Global Directory through their National Body.

1. **Processing Comments on the DIS Ballot for ISO/IEC 29500-3 (MCE)**

See SC 34 N 2101, “Summary of voting on ISO/IEC DIS 29500-3 (Ed 4)”.

The vote was for unanimous approval (13 Yes, 0 No, 25 Abstain).

Four comments were submitted: three from GB and one from JP. The SC 34 Secretariat forwarded to WG4 a detailed explanation of Japan’s third comment.

We discussed the comments with the resolutions being recorded in the combined-comment document, which will be circulated as a separate WG4 document. <A couple things need to be completed this week>

Several of JP’s comments proposed the consolidation of some informative clauses, which would mean changing the numbers of subsequent clauses. While this is not problematic for Part 3, if we wish to be consistent and apply the same approach to the other Parts, such a number change would potentially confuse readers who have come to know certain clauses by number, and it would negatively impact existing documents that point to 29500 Parts by Clause number.

**Action**: Rex will investigate whether a clause can remain as an empty placeholder, to avoid such clause renumbering.

Separately, it was reported privately to the Editor that when §1, “Scope”, was rewritten, the text “Office Open” was inadvertently replaced with “Open Office”. This will be fixed in the version submitted for publication.

1. **Revising Part 2 (Open Packaging Conventions)**

Review of the Wiki-Based Draft

See <https://www.assembla.com/spaces/IS29500/documents>, OfficeOpenXMLPart2-OpenPackagingConventionsMM0915.docx.

We walked through Murata-san’s latest draft. <More details to come later>

Long-Term Digital Signature

Members of the Japan Network Security Association (JNSA) who participate in the development of XAdES presented an overview of digital signatures, XAdES, and their application to document containers.  These experts and WG 4 then held a wide-ranging discussion about possible applications to the OPC revision.  The following conclusions were drawn with regard to the impact on the revision.

1. No need to specify anything regarding the grace period for applying archive signatures.  This is important for implementers, but not relevant to the file format.
2. No need to mandate or prohibit signing any particular parts/relationships.  This leaves scenarios open for implementers.
3. No need to mandate or prohibit use of any XAdES levels.  Provide recommendation such as BES/EPES and ISO profile (-T, -A) via a normative “should” or informative note.
4. No need to mandate signing a relationship that targets a part that is signed.  This leaves scenarios open for implementers.
5. Need to decide what additional requirements to make regarding things that are optional in XAdES (and possibly XMLDSig).
6. Possibly mention RenewedDigests (new mitigation being worked on for next edition of XAdES).  New edition is expected within the next year.
7. OPC can reference the new edition of XAdES since it should only contain additions since v1.4.2, which only contained minor document bug fixes since v1.4.1.  We should double-check that no additional changes are in the published standard.  New features should be in new namespaces and old features should remain in old namespaces, so the new edition should be backward compatible.

Copies of the presentations will be made WG4 documents.

1. **DCORs for Parts 1 and 4**

At the Prague meeting in 2014-06, Rex proposed the following timeline, which was accepted in principle. And while he’s prepared draft CORs (see N 0285 and N 0286), WG4 will hold off committing to a cut-off date and in deciding which closed DRs will be included.

Below is an estimate for the completion of the ballot on COR3 for Parts 1 and 4, their integration into a new edition of 29500, and its subsequent publication by ISO.

1. 2014-09-23/25 — WG4 meets in Kyoto, where it freezes the contents of the COR3 set
2. 2014-10-2x — Project editor delivers the COR3 set to WG4 for review
3. 2014-11-06 — Via a teleconference, WG4 authorizes 3-month SC 34 letter ballots on the COR3 set
4. 2014-12-01 — Project editor prepares and submits the final draft of the COR3 set to the SC 34 Secretariat
5. 2014-12-15 — 3-month SC 34 letter ballots on the COR3 set start
6. 2015-03-15 — 3-month SC 34 letter ballots on the COR3 set end
7. 2015-03-2x — Via one or more teleconferences, WG4 processes any comments from the COR3 set ballots
8. 2015-05-01 — Project editor circulates the consolidated version to WG4 for review
9. 2015-06-01 — The consolidated version is submitted to ITTF for processing
10. 2015-11-30 — The consolidated version is published as IS 29500-1/-4:201x

There was general agreement that we closeout these DCORs at this meeting even though if won’t be able to complete all the pieces of a family of related DRs.

<We’ll make a final decision near the end of this meeting.>

1. **Defect Reports**

The public, online DR log is now at <https://onedrive.live.com/?cid=c8ba0861dc5e4adc&sc=documents&sa=501765342&id=C8BA0861DC5E4ADC%21105>. Access individual DRs via the hyperlinks contained within the spreadsheet’s left-most column.

**DR 13-0003 “General: Parts 1 and 4 Miscellaneous Editorial Nits”**

Closed new Issues #18 and #19, to go in COR3.

**DR 13-0013 “WML: omissions and inconsistencies in the specification of attributes”**

Chris presented the proposals he (and others) have been working on. During the discussions, some wording was adjusted, and all remaining issues were resolved. Chris will identify the XML schema changes needed. From those, Murata-san will produce a corresponding set of RELAX NG schema changes. Once all this information is circulated to WG4, we’ll be able to review it. It is likely we’ll hold off closing out the DR COR set to allow this new information to be included.

Rex will include in the DR log some information from the email thread on this DR, but not the various versions of proposals, as they are lengthy and already out of date. The final version will eventually be included in the log.

**DR 14-0002 “WML: use of “if this element is omitted” in the specification of attributes”**

We reviewed Chris’ latest proposal, and after a minor edit, we agreed to adopt that proposal. (A copy of the final proposal will be posted to the email list during this meeting.) Moved to “Closed in COR3”.

**DR 14-0006 “General: Values that exceed the Specification”**

On 2014-08-26, Chris posted to the email list, a message titled “DR 14-0006: four more”. We reviewed his latest proposal. Moved to “Closed in COR3”.

**DR xx-0xxx “xxx”**

xx

**DR xx-0xxx “xxx”**

xx

1. **Other Business**

Thanking Host

We thanked JISC/ITSCJ for hosting the meeting and for the social event.

1. **Future meetings**

**Face-to-Face Meetings:**

* 2015-02-23/27 or 2015-03-02/06, US location to be determined (with other WGs) [Expected to be the Seattle, Washington, US area 2015-02-23/27]
* 2015-06-15/17, BSI, London, UK (possibly with other WGs)
* 2015-09-21/25, Beijing, CN (with other WGs, and Opening/Closing Plenaries)

**Teleconferences:**

* 2014-11-06 (Thu/Fri), 21:00 GMT (US/PT 13:00, GB 21:00, DE/DK/FR/CZ 22:00, JP 06:00 next day)
* 2014-12-11 (Thu/Fri), 21:00 GMT (US/PT 13:00, GB 21:00, DE/DK/FR/CZ 22:00, JP 06:00 next day)
* 2015-01-15 (Thu/Fri), 21:00 GMT (US/PT 13:00, GB 21:00, DE/DK/FR/CZ 22:00, JP 06:00 next day)

1. **Adjournment**

Adjourned by unanimous consent at xx:xx on 2014-09-25.