

This Implementation Guide accompanies the ISO/IEEE PSDO Agreement and provides the procedures to be followed for the projects being developed under this agreement, both jointly and by adoption. This Implementation Guide may be updated as needed by agreement between ISO/CS and IEEE staff in consultation with each organization's stakeholders.

1. Terms and definitions

For the purposes of this agreement, the following terms and definitions apply:

1.1 ISO Members

ISO member bodies and correspondent members

1.2 IEEE Participant

An individual or entity participating in IEEE standards development activities

1.3 ISO Committee

ISO Technical Committee (including ISO/IEC JTC1) or Subcommittee

1.4 IEEE Committee

IEEE Sponsor committee as defined in the IEEE-SA Standards Board Bylaws, Clause 5.2.2

1.5 ISO

Where 'ISO' is indicated in the text, the term 'ISO/IEC' formally applies for matters concerning ISO/IEC JTC1.

2 FDIS fast-track processing of an approved IEEE standard

2.1 FDIS fast-track adoption

Either ISO or IEEE may propose that an approved IEEE standard, within the scope of the ISO committees covered in this agreement, be submitted as a final draft International Standard (FDIS). IEEE shall supply ISO with ready-for-ballot documents.

Such requests shall be submitted to the Secretary-General of ISO for acceptance. The Secretary-General shall then submit a proposal to the relevant ISO committee for a 60-day ballot which shall decide, by simple majority vote in accordance with clause 1.7.1 of the ISO/IEC Directives Part 1, on:

(a) the need for an ISO International Standard on the subject; and (b) submission of the proposal for FDIS ballot. Where an ISO committee confirms the need for an ISO International Standard, but determines that the proposed IEEE standard should not be submitted for FDIS ballot, IEEE shall be consulted on its interest to proceed with the project.

Upon acceptance by the relevant ISO committee, the IEEE standard shall be circulated to the ISO member bodies for a five-month approval vote (to also allow for national public review and, where necessary, translation). Requirements for acceptance shall be those pertaining to the FDIS approval stage in the *ISO/IEC Directives*. FDIS approval is required in all cases of fast-track adoption of a standard already published by IEEE.

2.2 Maintenance of fast-track adoption

2.2.1 Initiating the revision

Either the relevant ISO committee or IEEE committee may request to revise such ISO/IEEE Standards adopted by ISO under the FDIS fast-track process. The intention is to coordinate the initiation of

revisions and to maintain, to the greatest extent possible, one common ISO/IEEE Standard on a given subject.

If an IEEE committee initiates a revision to the document and the relevant ISO committee decides not to participate in the revision process, ISO shall ensure that the ISO/IEEE Standard is not revised until IEEE has completed its revision. Once the document has been revised, IEEE may submit the document to ISO for FDIS fast-track approval to supercede the earlier ISO/IEEE Standard. Should the revised document not be submitted by IEEE, or accepted by the relevant ISO committee, the original ISO FDIS fast-track Standard shall be withdrawn, unless otherwise agreed by both organizations.

If ISO initiates the revision and IEEE decides not to participate in the process, then ISO may continue to revise the Standard. However, any material used from the original ISO/IEEE Standard will require a separate agreement with IEEE.

If both the ISO committee and IEEE committee agree to jointly revise the standard, a maintenance group (MG) is established consisting of experts from the relevant IEEE committee and nominated experts from the relevant ISO committee. ISO and IEEE mutually agree on a Convener for the MG.

2.2.2 Maintenance Process

The MG prepares a draft revision for comment. Once consensus is reached within the MG, the draft is developed in accordance with each organization's procedures:

- Committee Draft (CD) in ISO; Sponsor Ballot in IEEE
- Draft International Standard (DIS) in ISO; Sponsor ballot recirculation in IEEE
- Final Draft International Standard (FDIS) in ISO; IEEE-SA Standards Board Approval in IEEE

Each organization agrees to wait for completion of the other organization's equivalent step, when necessary, before proceeding to the next step.

The original ISO/IEEE Standard is considered revised when ISO achieves the requisite FDIS approval (or unanimous DIS approval) and when the IEEE-SA Standards Board has provided its requisite approval, according to the policies and procedures of IEEE and the Directives of ISO.

Once the document has been approved by both ISO and IEEE, the document is published as a joint ISO/IEEE standard.

3 Joint development of an ISO/IEEE International Standard

In joint development, technical level support for the development of these standards is provided through the associated IEEE committee as well as the ISO member bodies and their duly appointed technical experts through the relevant ISO committee.

Either party may propose to jointly develop an ISO/IEEE standard from a new or existing ISO or IEEE standard. Such a proposal includes the originating ISO or IEEE standard or project title, scope, rationale for using this process, justification of the need for an ISO/IEEE International Standard and identification of other bodies in liaison (i.e., in accordance with ISO rules for the proposal of new work items).

If either party wishes to initiate the joint development of a new or revision of an existing ISO or IEEE standard, each party shall contact the other to discuss the project to see if there is mutual interest. If both parties agree on the need for joint development, an ISO member will submit a New Work Item Proposal to the ISO committee for approval. Concurrently, the IEEE committee will submit a Project Authorization Request (PAR) to the IEEE-SA Standards Board for approval, providing the relevant information for the project and a statement that the project is to be developed jointly with the relevant ISO committee.

If the ballot to approve the development of a joint standard is disapproved by ISO and/or the PAR to the draft standard is disapproved by the IEEE, each organization may proceed to develop the standard independently of the other.

3.1 Approval of ISO/IEEE joint development standards projects

If both the ISO committee and IEEE committee agree to jointly develop a standard, a joint working group (JWG) is established consisting of experts from the relevant IEEE committee and a similar number of nominated experts from the relevant ISO committee. The ISO committee and the IEEE committee mutually agree on a convenor for the JWG. The JWG will work cooperatively to develop a text and achieve consensus amongst the experts. Once consensus is reached within the JWG, the draft is developed in accordance with each organization's procedures:

- Committee Draft (CD) in ISO; Sponsor Ballot in IEEE
- Draft International Standard (DIS) in ISO; Sponsor ballot recirculation in IEEE
- Final Draft International Standard (FDIS) in ISO; IEEE-SA Standards Board Approval in IEEE

Each organization agrees to wait for completion of the other organization's equivalent step, when necessary, before proceeding to the next step.

The document is considered approved when ISO achieves the requisite FDIS approval (or unanimous DIS approval) and when the IEEE-SA Standards Board has provided its requisite approval, according to the policies and procedures of IEEE and the Directives of ISO.

Once the document has been approved by both ISO and IEEE, the document is published as a joint ISO/IEEE standard.

If either organization does not approve the document, then each organization may proceed to develop the standard independently of the other.

3.2 Maintenance

Revisions to joint ISO/IEEE standards can be proposed to the relevant IEEE committee or ISO committee having jurisdiction at any time by IEEE participants or the members of the ISO committee.

Minor revisions (e.g., technical corrigenda) and major revisions (e.g., amendments, full revisions) of an ISO/IEEE standard shall be jointly developed by the appropriate IEEE committee and by the ISO member bodies in accordance with each organization's procedures.

ISO/IEEE standards that have been published under this agreement shall undergo review no later than five years after their last approval date. They will be reviewed in their entirety by the responsible IEEE committee and the responsible ISO committee and a decision shall be made by both parties whether to retain ("confirm" in ISO terminology), revise, or withdraw the standard.

If either organization would like to request the stabilization of an ISO/IEC/IEEE standard, a separate agreement will be required between ISO/IEC and IEEE.