



Secretariat of ISO/TC 20/SC 13

our date  
13 December 2006

our reference  
N395

your date

your reference

TO: Principal Delegates, ISO/TC 20/SC 13

FROM: ISO/TC 20/SC13 Secretariat

SUBJECT: Announcement of ISO/TC 20/SC 13 Meeting on 26 January 2007

The 31<sup>st</sup> meeting of the ISO/Technical Committee 20/Subcommittee 13 will be hosted by the National Aeronautics and Space Administration (NASA) and held in Colorado Springs, USA on 26 January 2007. This meeting will be held in conjunction with the meeting of the Consultative Committee for Space Data Systems Management Council. Logistics information is available on [CCSDS.org](http://CCSDS.org).

Attached for your consideration is the Draft Agenda for this meeting. Please provide your comments by 18 December 2006 to Neil Dissinger ([neild@aiaa.com](mailto:neild@aiaa.com)).

Sincerely,

A handwritten signature in black ink that reads 'John D. Kelley'. The signature is written in a cursive, flowing style.

John D. Kelley  
ISO/TC20/SC 13 Chairman

Attachment  
Draft Agenda

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION · МЕЖДУНАРОДНАЯ ОРГАНИЗАЦИЯ ПО СТАНДАРТИЗАЦИИ · ORGANISATION INTERNATIONALE DE NORMALISATION

Secretariat Address

National Aeronautics and Space Administration  
NASA Headquarters, Office of Space Operations  
Washington, D.C. 20546 USA

E-Mail

[jkelly@nasa.gov](mailto:jkelly@nasa.gov)

Telephone

(+1 202) 358 0197

Fax

(+1 202) 358 2830



**31st Meeting of ISO/TC 20/SC 13  
National Aeronautics and Space Administration - NASA  
Colorado Springs, CO, U.S.A.  
11h00 to 14h00 - 26 January 2007**

**DRAFT AGENDA**

**From 11h00 to 13h00:**

1. Opening of the meeting
2. Roll call of delegates
3. Adoption of the agenda (ISO/TC 20/SC 13/N395)
4. Appointment of drafting committee
5. Addressing by Dr. John D. Kelley, leaving Secretary
6. Report of the secretariat
  - Approval of Draft Minutes of the 30th Meeting (Moscow)
  - Review of Program of Work
  - Status of Action Items from the 30th Meeting (Moscow)
7. Report of delegates regarding their Member activities
8. Report of delegates regarding SC13 liaison activities
  - 8.1. ISO/TC20/SC13 and ISO/TC20/SC14 cooperation on technical interfaces:
    - Current Status
  - 8.2. Liaison with TC46/SC11: Decide on need to continue
  - 8.3. Other Liaisons

**From 13h00 to 14h00** (a fast lunch is being considered for ~ 12h45)

9. New business:
  - 9.1. ISO/TC20/SC13 and ISO/TC20/SC14 cooperation on technical interfaces:
    - Exploration of New Possibilities
  - 9.2. Possible new projects or endorsement of existing standards from non-ISO bodies
10. Decision on the subsequent 32<sup>nd</sup> SC13 meeting
11. Approval of an initial draft of the resolutions and action items
12. Adjourn