



ISO/TC 154 "Processes, data elements and documents in commerce, industry and administration"

Secretariat: SAC

Committee manager: Zhang Jianfang Mr



updated Meeting Announcement of 43rd plenary meeting of TC154

Document type	Related content	Document date	Expected action
Meeting / Announcement	Meeting: Seongnam-city, Gyeonggi-do, (Korea, Republic of) 21 Oct 2024	2024-03-27	

Replaces: N 1465 ISO-TC154_N1465 Meeting Announcement of 43rd plenary meeting of TC154



**NOTICE OF MEETING / DRAFT AGENDA
CONVOCATION / PROJET D'ORDRE DU JOUR**

Date **21, 25 Oct,2024**

Reference
N1466

Supersedes document
N1465

ISO/TC 154 "Processes, data elements and documents in commerce, industry and administration"

Title of / Titre du TC/SC

Updated Meeting announcement for the 43rd plenary meeting of ISO/TC154

Secretariat / Secrétariat

SAC

Mr. Jianfang Zhang

Tel. :+86-10-58811613

Fax :+86-10-58811637

email:zhangjf@cnis.ac.cn

Host / Invitant

KATS

MEETING / RÉUNION

43rd plenary meeting of ISO/TC 154

Meeting dates /
Dates de la réunion

21 Oct 2024, Plenary opening

25 Oct 2024, WGs report to Plenary

25 Oct 2024, Plenary closing

Place / Lieu

Physical location: Telecommunication Technology Association(TTA)

Address: 47, Bundang-ro, Bundang-gu, Seongnam-city, Gyeonggi-do,
13591, Korea

P-and O-members are invited to inform the secretariat of the committee concerned, within one month of the receipt of this notice of meeting, of their intention to be represented at the meeting, the approximate number of their delegates and their need for interpretation.

Whenever possible, the names of delegates (or observers) and the name of the head of the delegation should also be sent to the secretariat of the committee concerned at least one month before the opening of the meeting.

Les membres (P) et (O) sont invités, dans un délai d'un mois à partir de la réception de la présente convocation, à faire connaître au secrétariat du comité concerné leur intention d'être représentés à la réunion, le nombre approximatif de leurs délégués et leur besoin en matière d'interprétation.

Dans la mesure du possible, une liste indiquant les noms des délégués (ou observateurs), ainsi que le nom du chef de la délégation, devrait également parvenir au secrétariat concerné un mois au moins avant l'ouverture de la réunion.

Parallel meeting(s) / Réunion(s) parallèle(s)

WGs meetings of ISO/TC154

Back-to-back meeting(s) / Réunions consecutive(s):



Meeting Announcement for the 43rd plenary meeting of ISO/TC 154 in 2024

Dear all,

The annual ISO/TC 154 plenary meeting, in conjunction working Groups meeting, have been confirmed to be held from **21 to 25 October 2024 at Seongnam-city, Gyeonggi-do, Korea.**

You are herewith invited to the 43rd plenary meeting of ISO/TC 154 Processes, data elements and documents in commerce, industry and administration, on **21, 25 October 2024 at Seongnam-city, Gyeonggi-do, Korea.**

The meeting will be held at the following address:

Venue: Telecommunication Technology Association(TTA)

Address: 47, Bundang-ro, Bundang-gu, Seongnam-city, Gyeonggi-do, 13591, Republic of Korea

As usual the Working Group meetings will take place in conjunction on **21-24 October 2024** at the same location.

Please note that all delegates for the WG meetings and plenary meeting **shall** be registered **via ISO meeting platform by yourself or by your National Standard Bodies or liaison organizations before 21 September 2024.**

The following is the planned meeting schedule for the upcoming 43rd plenary meeting of TC154, and the whole meeting schedule for the WGs and 43rd plenary of TC154 at the last page.

Date	meeting	Duration (Local time)	Target
21 Oct	Plenary opening	9:00-10:30	Review of ISO/TC 154 work since last plenary meeting
25 Oct	WGs report to Plenary	9:00-12:00	WG report and WG recommendation to plenary
25 Oct	Plenary closing	14:30-17:00	Discussion of plenary resolution and other business (such as date and location of next plenary meeting, etc.)

The WGs meetings agendas will be sent separately by WG conveners.

The plenary meeting agenda will be sent separately by TC committee manager.

Note:

1、 **The deadline for the submission of liaison report is by 30 Sep 2024** (local time of the submitter). National body report is encouraged to be submitted, and the deadline for the submissions is by 30 Sep (local time of the submitter).

If the submission exceeds the deadline, and it will not be accepted at that time in principle.

2、 All experts or delegates for WGs and plenary meeting shall be registered via ISO meeting platform by yourself or by your National Standard Bodies or liaison organizations at appropriate time.

3、 The invitation letter for visa application and logistical information will be provided later.

Yours sincerely,

JianFang

Committee manager of ISO/TC 154

meetings schedule for WGs and the 43rd plenary of TC154 in 2024

Date	Meeting Room	meeting	Duration (UTC+8:00) local time	target	note
21 Oct	Room A	Plenary opening	9:00-10:30	Review of ISO/TC 154 work since last plenary meeting	
		New PWI proposal	11:00-12:00	New PWI proposal discussion if TC member will propose a new proposal during the plenary meeting	The new PWI proposal can not be assigned at the existing WGs
21 Oct	Room A	JWG1	14:00-16:30	Discussion of ISO 9735 Implementation Guide, etc	
22 Oct	Room A	WG4 (to be established)	9:00-12:00	Discussion of e-document projects, ISO/PWI 36100, ISO/PWI 36200 , ISO/PWI 22132	WG4 may be restarted or two different WGs may be established on trade document and standardized document
22 Oct	Room A	WG2 (to be established)	14:00-17:00	Discussion of ISO/WD 17369, etc	WG2 will be re-established.
				proposal on "Guideline for data registration "	This project will be discussed after WG2 projects discussion
23 Oct	Room A	WG7	9:00-12:00	other parts of ISO 5054, other parts of ISO 15000, ISO/PWI 16320-1, ISO/PWI 20195, ISO/PWI 20191, ISO/PWI 20180, ISO/PWI TR 20194, etc	
		WG5	14:00-17:00	Revision of two parts of ISO 8601, etc	
24 Oct	Room A	JWG9	9:00-12:00	Discussion of ISO/WD 7372(UNTDDED), ISO/DIS 20197-1, ISO/WD 5909, ISO/PWI 16356, etc	
		WG6	14:00-17:00	Discussion of ISO/CD 14533-3, ISO/AWI TR 19626-3, A new apart of ISO 14533, etc	
25 Oct	Room A	WGs report to Plenary	9:00-12:00	WG report and WG recommendation to plenary	
25 Oct	Room A	Plenary closing	14:30-17:00	Discussion of plenary resolution and other business (such as date and location of next plenary meeting, etc.)	