



For IEC use only

3(Kyoto/VT60617)11

1999-10

INTERNATIONAL ELECTROTECHNICAL COMMISSION

Technical Committee No. 3 Documentation and graphical symbols

Minutes of the meeting of the Validation Team VT 60617

Present

Mr. A. Fornalski	CH
Mr. H. Brückner	DE
Mr. R. Scholz	DE
Mr. I. B. G. Joergensen	DK
Mr. K. A. Thorn	DK
Mr. T. Viitanen	FI
Mr. H. Ikeda	JP
Mr. H. Yamaoka	JP
Mr. S. Yoshida	JP
Dr. E. Selvik	NO
Mr. P. A. Svensson	SE

1. Opening of the meeting and approval of the agenda 3/553/INF

Mr. A: Fornalski, Convenor of the VT opened the meeting at 9:00 a.m. and thanked the Japanese NC for the excellent organisation and IT facilities. He also noted that it is some kind of a joint meeting of VT and LT, as the representatives of both teams are present and the problems for discussion are overlapping.

Agenda was agreed as proposed.

2. Database procedure

2.1. Description 3/539B/INF

The database procedure as in 3/539B/INF was explained on the workshop.

2.2. Status CA/1552/QP CA/1593/RV

The procedure is experimentally approved by the CA for a period of two years. P-members having no delegates in VT will be regarded as abstaining while voting in VT. On the other hand these NC are steadily invited to make nominations to the VT. This must be stressed in a some way.

Printed version of IEC 60617 will be made on market demand. For reference purposes the actual state of the dB is relevant and the reference shall be done without year indication.

2.3. Guideline/checklist for the Validation Team

The following check list was agreed:

- The Secretary makes a preliminary check and informs VT on the proposal

- VT evaluates proposal i.e. it makes quality check and inform the Secretary upon results (criteria for evaluation, e.g. necessity of the proposal, rough checking of a correctness, checking accuracy of entries in a dB, etc)
- Secretary prepares proposal to FDIS quality and send it to VT and inform the P-members of TC 3 and other TC
- VT votes on the proposal and inform the Secretary upon results. Then he releases symbol or rejects proposal.

Validation team makes no preparatory work on proposals, e.g. amendments, corrections, etc. According to the database procedure such a work (if necessary) is addressed to the Secretary. Members of the VT have only read access to the dB. Proposers are always NCs with indication of a contact person.

2.4. Testing change requests

An example of a change request was demonstrated and few items on the symbol document, e.g. names, usage, keywords, examples, application notes were discussed. They should be explained on the leading page of the database, that needs to be prepared and then put in the database by Mr. Maislisch.

Terms "example" and "is an example of" shall be replaced by "applied in" and "applying".

3. Loading database

3.1. State of loading

3(Kyoto/Secretariat)6

Reference was made to *3(Kyoto/Secretariat)6*

Remaining parts to be loaded:

- Part 4 is taken by CH
- Part 5 is taken by JP
- Part 8 is taken by FI
- Part 9 is taken by NO
- Part 10 has been split between CH (up to symbol S01127), NO (up to symbol S01184), SE (up to symbol S01238), DK (up to symbol S01290) and JP (up to symbol S01340)

The work has to be done by 15.12.99

3.2. Instruction for loading and rules for entry

3(Kyoto/Secretariat)18

Mr. A. Fornalski makes a demonstration of the description as stated in the document *3(Kyoto/Secretariat)18*. This document shall be revised by Mr. A. Fornalski upon remarks from the discussion and mailed to the members of VT and LT and the placed on the IEC server to be accessible for a public.

By selecting e.g. examples and application notes a text should appear near the number which makes selecting easier (to be done by Mr. A. Maislisch).

Glossary of terms as in the document *3(Charlottenlund/TF)7* is to be added in the Annex 2 as they are important for the user.

3.3. User interface

User interface with read access was demonstrated. It gives a possibility to read entries in the database upon different criteria, without making changes. Some inconsistencies were detected which need an immediate change requests.

The following remarks were agreed:

- References shall be made to ID numbers (not to publication numbers)
- Application notes shall be added to this user interface (to be done by Mr. A. Maislisch).
- The names shall be differentiating
- Generally the keywords shall come from headings of chapters and sections, but others may need to be added
- The old deleted symbols (in Annexes) shall be loaded in the database with the status "withdrawn". They should be accessible in a special search mode. (to be done by Mr. A. Maislisch).

3.4. Splitting work on further loading and time schedule

See under item 3.1.

3.5. Loading Task II and other not finished projects of the former SC 3A 3/555/INF

Mr. A. Fornalski will make by 15.12.1999 a .check list (overview) of change proposals agreed in the WG 1, indicating their status, e.g. editorial, minor technical, technical, withdrawn, new symbol, change of the drawing, etc. On this basis a priority for loading them as change requests will be determine.

The same shall be done for not finished projects of the former SC 3A.

4. Further work of the Validation Team

4.1. Membership

At the moment there is no need for new members. It is to be noted that the NCs are permanently invited to make nominations (see item 2.2).

4.2. Next tasks of VT

There are following tasks of VT:

- Validation of loading made by LT
- Validation of Task II and other projects of SC 3A

Validation shall be made as soon as possible without waiting for complete loading of the existing IEC 60617.

Validation shall be made Part by Part.

If a particular part is loaded and ready for validation, the responsible expert of the loading team informs the Secretary and he start immediately the validation procedure.

Proposals made by the validation member should be internally discussed in VT before being processed as formal change requests.

5. Any other business

Empty item

6. Next meeting

At the moment there is no need to determine the date as the work is to be done electronically. Probably VT will meet next time together with TC 3 in September 2000 in Stockholm.

7. Closing meeting

The convenor closed the meeting at 10h30 a.m. thanking the delegates for attendance and interesting discussions and the Japanese NC for excellent arrangements.