

**INTERNATIONAL ELECTROTECHNICAL COMMISSION****Technical Committee No. 3 Information structures, documentation and graphical symbols****Revised draft agenda for the meeting of TC3 to be held in Eindhoven 2004-09-30 13:00 to 2004-10-01, with program for the TC3 Workshop 2004-09-30**

<i>Item</i>	<i>Relevant documents</i>
1 Opening of the meeting	3(Eindhoven/Secretariat)1 3(Eindhoven/Secretariat)2
2 Approval of the draft agenda	3/718A/DA
3 To receive a report from the Chairman of TC3	
3.1 1906 Awards 2004	
4 To note the approval of the minutes from the previous meeting of TC3 in Montreal 2003-10-16/17	3/702/RM
5 To note the reports from the co-ordination meetings in London with TC3 Officers 2004-05-10, and with ISO TC10 Officers 2004-05-11	3(London/Secretariat)7A 3(London/Secretariat)8A
6 To receive a report from the Secretary of TC3, including actions taken as a result of the minutes	3(Eindhoven/Secretariat)3
7 To consider the result of the Workshop 2004-09-30. For the program of the Workshop, see Annex A .	
8 To receive a report from the Secretary on the status of the IEC60617 database and on the implementation of the procedures.	3/734/INF
9 To consider the report from the Validation Team for IEC60617 on validated graphical symbols in the IEC60617 database.	3/731/INF (3/731A/INF), 3/729/VT
10 To consider the report from IEC/TC3 - ISO/TC184/SC4 JWG9 -Electrical applications of ISO 10303 - Product data representation and exchange - and relevant decisions.	3/733/INF
11 To consider the Report from IEC TC3 - ISO/TC10 JWG15 - Management data (meta data) for documents - and relevant decisions.	3/727/INF, 3/620/WG,
12 To consider the Report from the Project Leader of PT 30 – Alarm and signalling symbols	3/7**/INF
13 To consider reports from Maintenance Teams (all reports to be circulated in advance of the meeting)	
13.1 To consider the Report from the Convenor of MT 16 [IEC 61082, Mr. H. Brückner].	3/723/INF, 3/619A/MT
13.2 To consider the Report from the Convenor of MT 17 [IEC 61175 Mr. K.-A. Thorn].	3/7**/INF, 3/626/MT
13.3 To consider the Report from the Convenor of MT 18 [IEC 61346 and	3/725/INF, 3/621/MT

<i>Item</i>	<i>Relevant documents</i>
IEC 61666 [Mr. E. Selvik].	
13.4 To consider the Report from the Convenor of MT 19 [IEC 61355 Mr. H. Brückner].	3/736/INF, 3/622/MT
13.5 To consider the Report from the Convenor of MT 20 [IEC 62023 and IEC 62027 Mr. P-Å. Svensson].	3/732/INF, 3/623/MT
13.6 To consider the Report from the Convenor of MT 21 [IEC 62079 Mr. M. Rust].	3/7**/INF, 3/624/MT
13.7 To consider the Report from the Convenor of MT 22 IEC-ISO 81714-series Mr. F. Reuter].	3/726/INF, 3/728/INF, 3/625/MT
13.8 To consider the Report from the Convenor of MT 23 IEC-ISO 82045-series Mr. F. Reuter].	3/727/INF, 3/724/INF, 3/590/MT
14 Discussions of questions occurring from the circulation of drafts	
14.1 Processing of IEC 61906: Procedure for declaration of materials in products of the electrotechnical and electronics industry (DIN 19220)	3/719/RVC, 3/707/CDV, [SMB/2871/DV closing 2004-10-08]
14.2 Proposal from JP to include some terminology from IEC 81714-3 in IEV.	3/722/RVC
15 To receive a report from the Chairman of SC3C - Graphical symbols for use on equipment - and relevant decisions.	3(Eindhoven/SC3C)4
16 To receive a report from the Chairman of SC3D - Data sets for libraries - and relevant decisions.	3(Eindhoven/SC3D)5
17 To receive a report on activities related to Sector Board 3	
18 To receive a report on activities related to the Memorandum of Understanding (MoU) between IEC, ISO, UN/ECE, etc concerning standardisation in the field of electronic business.	
19 To receive a report on activities related to ACET and ACET4.	
20 To discuss future work in the area of documentation; stage 0 projects	
20.1 PWI 3-1 Ed. 1.0 Preparation of blank detail specifications	3(Eindhoven/Secretariat)6
20.2 PWI 3-2 Ed. 1.0 Principles for identification	3/728/INF
21 To review the P- and O- membership of the committee	
22 To discuss the Draft Strategic Policy Statement decisions taken in the sub-committees.	SMB/2692/R
23 To review liaisons with other bodies (not already covered), and to specifically consider related decisions in the SCs (all reports to be circulated in advance of the meeting):	
23.1 IEC TC16 Terminal markings and other identifications [Liaison officer: Mr. E. Selvik]	3/7**/INF
23.2 IEC TC44 Safety of machinery - electrotechnical aspects [Liaison officer: To be appointed].	3/674/AC
23.3 IEC TC65 Industrial-process measurement and control [Liaison officer: To be appointed].	3/675/AC
23.4 IEC TC93 Design automation	-
23.5 ISO TC10 Technical drawings, product definition and related documentation [Liaison officer: Mr. J. Aagaard].	3/735/INF
23.6 ISO TC184/SC4 Industrial automation systems: External representation of product definition data.	(3/733/INF)
24 To review the work program of TC3	3/730/PW
25 To note and consider marketing efforts: the Documentation pamphlet. Seminar activities. Zone on the IEC web site.	

3/718A/DA

*Item**Relevant documents*

- Reports from the National Committees.
- 26 To note the use of the TC3 web site on the IEC-server
<http://tc3.iec.ch>. Presentation pages on the web.
- 27 Date and place of next meeting 2005. Preliminary planning for 2006.
- 28 Other business
- 29 Close of the meeting

NOTE – Documents marked 3/7**/INF might be officially circulated closer to the meeting or replaced by meeting documents 3(Eindhoven/Xxx)N. Check the TC3 site <http://tc3.iec.ch/> for meeting documents the days just before the meeting. Such documents are not included in the official meeting folder prepared by IEC/CO.

Annex A TC3 Workshop 2004-09-30

A workshop, to which the delegates from the National Committees are invited, is to be held **2004-09-30 a.m.**, after the meetings of SC3C and SC3D, but before the meeting of TC3.

Program

<i>Item</i>	<i>Time</i>	<i>Title</i>	<i>By</i>
1	09:15 - 09:30	Opening, general introduction	H. Brückner
2	09:30 – 10:00	Presentation and demo of the IEC-ISO Joint database on graphical symbols for use on equipment	H. Ikeda
3	10:00 – 10:15	Break	
4	10:00 – 11:00	IEC 61360 – Interoperability activities - TC93 / WG6 report - IEC-ISO Guide on product properties and families - ODDI - CEN / ISSS ePDC-Workshop	D. Radley, A. Dijkstra
5	11:00 – 11:30	IEC 61360 – Application of DETs in documentation - blank detail specifications - environmental specifications	F. Reuter