

CALLING NOTICE
for a meeting of
ISO/IEC JTC1 SC17 WG3/TF 4
Test Methodologies for Machine Readable Travel Documents

- **TF 4R (RF and protocol testing)**
 - **TF 4D (Durability)**
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Date: August 28/29, 2012

Time: 9:00am – 5:00pm

Location: **Hotel Courtyard Marriot
Berlin City Center**
Axel-Springer-Strasse 55
10117 Berlin
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Dear all,

Hereby you are kindly invited to join the next meeting of WG3/TF4, which will be organized on 28-29 August 2012 in Berlin, Germany.

The meeting will be divided into two separate parts:

- **28.08.2012:** **TF 4D (Durability)**
Time: 9:00 am – 5:00 pm
Contact: Hartmut Hemme (Convener)
Tel: +49 30 2598 3023
e-mail: hartmut.hemme@bdr.de
- **29.08.2012:** **TF 4R (RF and protocol testing)**
Time: 9:00 am – 5:00 pm
Contact: Junichi Sakaki (Convener)
Tel: +81 80 1041 4344;
e-mail: j-sakaki@ka2.so-net.ne.jp

A first draft of the agenda of each Task Force will be submitted shortly and TF 4 members are invited to suggest amendments.

Confirm attendance:

To be able to make the necessary arrangements, please confirm your attendance by reply on the website or direct mail to the convener BEFORE August 15, 2012.

Reminder of new ISO/IEC Directives:

JTC1 Secretary in June 2012 communicated Document ISO/IEC JTC 1/SC 17 N4587 highlighting changes to JTC 1 directives that take effect from the 1st of July (see attachment NA043-01-17-03UA_N1357_SC17N4587_JTC1_Secretary_Communicatio).

The changes made to New Work Item Proposals have direct effect on the active ISO balloting process on the Durabilita TR we initiated within WG 3 that will be discussed in our TF 4D meeting. All delegates please make sure that their National Bodies take careful note of:

“Clause 2.3.5 on Acceptance of New Work Item Proposals

This section has been modified to require National Bodies that indicate that they will participate in the development of a new project to submit the name and contact information of the expert who will participate. If this information is not submitted, then the National Body will NOT be recorded as agreeing to participate in the development in the work as per question #3. This requirement has been included by the ISO TMB to ensure that projects will have participation in their development.

National Bodies will also be required to provide a reason for why a NWIP is acceptable when voting on question 1.“

Hotel suggestions:

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I am looking forward to seeing you in Berlin!

Best regards

Hartmut Hemme