



CEN/CLC/ETSI/JWG eAcc  
European Joint WG on eAccessibility under mandate M/376

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**Draft minutes 9th eAcc meeting 2015-12-10**

Document type: Meeting report

Date of document: 2016-01-08

Expected action: COMM

Action due date: 2016-02-09

Background:

Committee URL: <http://cen.iso.org/livelink/livelink/open/cenclcetsijwgeacc>

|            |                       |
|------------|-----------------------|
| Date       | Reference             |
| 2016-01-08 | JWG eAcc <b>N 144</b> |

|   |                        |
|---|------------------------|
| <b>JWG eAcc</b>   |                        |
| Title<br>"eAccessibility under mandate M/376"   |                        |
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| Requested action  |
| <input type="checkbox"/> For information only                                   |
| <input type="checkbox"/> For discussion at                                      |
| <input checked="" type="checkbox"/> For comments (Deadline: <b>2016-02-09</b> ) |
| <input type="checkbox"/> For voting (Deadline: )                                |
| <input type="checkbox"/> Other action   |

Draft minutes 9th eAcc meeting

Brussels, Belgium

Thursday 2015-12-10

| Agenda item | Relevant documents     |
|-------------|------------------------|
| 1           |                        |
| 2           |                        |
| 3           | N96, N136              |
| 4           | N91, N97               |
| 5           | N101, N137, N138, N141 |
| 6           | N98, N91, N139, N140   |
| 7           |                        |
| 8           | N99, N100, N142, N143  |
| 9           |                        |
| 10          |                        |
| 11          |                        |

## Draft minutes 9<sup>th</sup> eAcc meeting

2015-12-10, Brussels

### 1. Welcoming and opening of the meeting

The meeting starts with the welcoming of participants.

Mr. Matthias Schneider (Microsoft, ETSI TC HF Chair, JWG Chairman) welcomes all the attendants, and also those who participate through online GoToMeeting.

### 2. Roll call of delegates

All attendants introduce themselves.

Mr. Yannis YALLOUROS (EDF, ex-ETSI STF416 Member) complains that, as sign language interpretation and/or live captions are not provided, he is not able to participate. He also informs, before leaving the meeting, that his position on the submission of EN 301 549 to ISO is negative.

### 3. Adoption of the agenda

Mr. Matthias Schneider (Microsoft, ETSI TC HF Chair, JWG Chairman) asks for a modification of the Draft Agenda (N 96). He proposes to deal with EN 301 549 revision requests and modification proposals after the point on the approval of 8<sup>th</sup> meeting draft minutes, to ease the participation of USA experts.

The JWG agrees the following Conclusion:

**Conclusion 1** *Approval of the draft Agenda rev2 (N 096), with the following modifications (see N 136):*

*Point 7, "EN 301 549 V1.1.2 (2015-04) revision requests and modification proposals, if needed" will be dealt immediately after point 4, "Approval of 8th meeting draft minutes".*

*The final agenda of the meeting is agreed as follows:*

1. *Welcoming and opening of the meeting*
2. *Roll call of delegates*
3. *Adoption of the agenda*
4. *Approval of 8<sup>th</sup> meeting draft minutes*
5. **EN 301 549 V1.1.2 (2015-04) revision requests and modification proposals, if needed**

6. *Discussion on the proposed submission of EN 301 549 to ISO*
7. *Decision on the submission of EN 301 549 to ISO*
8. *Feedback on the use of the online toolkit. Decision on the online toolkit and way forward.*
9. *Future activities of CEN/CENELEC/ETSI JWG "eAccessibility under Mandate M/376", if relevant*
10. *Any other business*
11. *Closure of the meeting*

#### **4. Approval of 8<sup>th</sup> meeting draft minutes**

All attendants approve the Draft Minutes (see N 91), with some modifications (see N 97).

The JWG agrees the following Conclusion:

**Conclusion 2** *Approval of the Draft Minutes of the 8<sup>th</sup> meeting (2015-04-09), document N91, with the following amendment, see document N97:*

*2015-04-09 Decision 2, point 6, will be complemented with the following sentence: "and agreement on the copyright licence under EN 301 549 between CEN and CENELEC and W3C".*

*2015-04-09 Decision 2 is agreed as follows (see N97):*

*"The JWG chairman and the secretariats are tasked to investigate all the aspects (initial list below) of the process including all procedural aspects and to submit a formal detailed proposal with all conditions for decision by the JWG. At least the following aspects are to be covered/answered:*

1. *ISO publishes the standard with no change compared to the EN except editorial changes.*
2. *CEN/CENELEC/ETSI keep the copyrights and the authority for making changes to the documents (The control and copyright over the current content of the EN and the initiation of any revision remain fully within the ESOs and their members).*
3. *Contractual aspects between CEN/CENELEC/ETSI, submitter, and ISO.*
4. *Proposed detailed procedure to transpose to ISO.*
5. *The global standard shall clearly state its source (CEN, CENELEC and ETSI) and be freely available, free of any charge from ISO and through CEN, CENELEC and ETSI.*
6. *We need to look at the use of WCAG specification as there was a specific agreement between ETSI and W3C for the EN, **and agreement on the copyright licence under EN 301 549 between CEN and CENELEC and W3C.***

7. *If there is a potential conflict with ISO standards (e.g. ISO 40500), we need to resolve it.*
8. *W3C needs to be involved from the contractual viewpoint and editing process.*
9. *The conformance conditions, stated in section 5.2.5 of TR 101551 and referring to relevant clauses of the European procurement Directive, shall still be applicable.*
10. *The conditions of relevance set out in mandate M/376 shall be fully respected.*
11. *Impact on toolkit*

Mr. Hans von Axelson (Head of the Swedish Delegation), Ms. Kristina Aleksandrova (ANEC representative) and the EDF representatives complain about the non circulation of the information on the proposed ISO transposition process(es) with more anticipation.

#### **5. EN 301 549 V.1.1.2 (2015-04) revision requests and modification proposals, if needed**

CEN/CENELEC/ETSI JWG eAccessibility Members were asked on 2015-11-03 to send their EN 301 549 revision requests by 2015-11-19.

Comments were received from the Chairman, BITKOM, Sweden, the EC, Microsoft, DIN and EDF.

The collated comments are available at N 101 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8143927&objAction=Open> ).

The Secretariat shows a presentation summarizing the comments received, see N 137 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149913&objAction=Open> ), classifying the comments and showing the clauses with technical comments.

There is a debate on the Chairman's proposal to make reference to ISO/IEC 40500 instead of WCAG 2.0 in case of an ISO transposition. All members would prefer to keep WCAG 2.0 as a direct reference.

The JWG agrees the following Conclusion:

**Conclusion 3** *In case EN 301 549 is revised, efforts will be done to quote WCAG 2.0 directly, instead of ISO/IEC 40500, "Information technology -- W3C Web Content Accessibility Guidelines (WCAG) 2.0". The exact wording of the quotation needs to be agreed between ETSI and CEN –CENELEC and W3C.*

The Chairman asks Mr. Michael Pluke (Hillebrand representative, leader of the last ETSI STF Editorial Group) to make a presentation on the technical comments received by the EDF on RTT, see N138 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149269&objAction=Open> ).

Mr. Gregg Vanderheiden (EDF representative) disagrees with the presentation made by Mr. Michael Pluke (Hillebrand representative, leader of the last ETSI STF

Editorial Group), and expresses his reasons going through each of its statements, highlighting the reasons given in the EDF comments to EN 301 549, see N 101 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8143927&objAction=Open> ).

Mr. Gregg Vanderheiden (EDF representative) states that he thinks the parts of the standard related with audio should be improved.

Ms. Karen Peltz Strauss (Deputy Bureau Chief, Consumer and Governmental Affairs Bureau, US Federal Communications Commission) was invited to attend the meeting via G2M. She joins the debate on RTT.

NOTE Ms. Karen Peltz Strauss contributions on the background on the FCC proceeding on RTT are summarized in N 141 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149727&objAction=Open> ).

There is a long debate on RTT.

Ms. Cinzia Missiroli (CEN/CENELEC), as well as Mr. Hans von Axelson (Head of the Swedish Delegation), ask the Chairman to go through each comment received on EN 301 549, and to agree an answer to each one of them. The Chairman refuses this request due to time restrictions.

Ms. Monica Ibido (CEN/CENELEC), Mr. Hans von Axelson (Head of the Swedish Delegation) and Mr. Antonio Conte (EC representative) would like to go through the comments received in order to agree an initial assessment and decide which ones are editorial and which ones are technical.

The Secretariat proposes to perform this initial assessment, and take the relevant decisions on the editorial comments at this meeting.

Mr. Hans von Axelson (Head of the Swedish Delegation) informs that he thinks the Terms of Reference (ToR) of the JWG should be revised.

After a long debate, discussion on this agenda point has to be ultimate due to time restrictions.

Ms. Martina Sindelar (EC representative) and Ms. Inmaculada Placencia (EC representative) think the decision on the possible submission of EN 301 549 to ISO is linked with the decisions on the possible EN 301 549 revision, and therefore would like to discuss both issues in parallel.

(lunch break)

## 6. Discussion on the proposed submission of EN 301 549 to ISO

CEN/CENELEC/ETSI JWG eAccessibility Members were asked on 2015-11-03 to send their comments on the proposed submission of EN 301 549 to ISO (see N 91) by 2015-12-03.

Comments were received from BITKOM, Sweden, DIN, AFNOR, ANEC, the EC, W3C, the EDF and the US Access Board.

The collated comments are available at N 98 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8145123&objAction=Open> ).

The Chairman has invited Mr. James Thurston (3GICT, Global Initiative for Inclusive Information and Communication Technologies) to attend the meeting via G2M.

Mr. James Thurston (3GICT) joins the meeting and makes a presentation supporting the submission of EN 301 549 to ISO, see N 139 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149270&objAction=Open> ).

There is a long debate after this presentation.

Some JWG Members link the submission of EN 301 549 to ISO to a previous harmonization between EN 301 549 and US Section 508.

Some JWG Members highlight that ISO standards apply to more regions than Europe and the USA: All America, Asia, Oceania and Africa.

Ms. Inmaculada Placencia states that efforts were done at the drafting stages of EN 301 549 to harmonize it with Section 508. However, Section 508 has continued its development, and it seems right now there are some elements that should be modified in EN 301 549 for harmonization purposes.

Mr. David Capozzi (Executive Director of the Access Board in Washington, DC) was invited to attend the meeting via G2M. He makes a short statement opposing the submission of EN 301 549 to the ISO at this time, as being premature, see N 140 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149271&objAction=Open> ).

Mr. Gunnar Hellström (Omnitor representative) informs that some issues in EN 301 549 does not allow the harmonization with US Section 508 at this moment.

The Secretariat shows a presentation summarizing the comments received on the ISO transposition, see N 137 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149913&objAction=Open> ). There is one comment supporting the ISO transposition (BITKOM), and there are eight comments against it at this moment (Sweden, DIN, AFNOR, ANEC, EC, W3C, EDF and US Access Board). Most comments propose the revision of EN 301 549 before starting the transposition process. Some comments ask for harmonization with US Section 508.

## 7. Decision on the submission of EN 301 549 to ISO

After a long debate, the JWG agrees the following Conclusions:

**Conclusion 4** *At this moment there is no consensus within CEN/CENELEC/ETSI JWG eAccessibility on starting procedures for a transposition of EN 301 549 to become an ISO standard.*

**Conclusion 5** *At this moment there is consensus within CEN/CENELEC/ETSI JWG eAccessibility on the need to revise EN 301 549 as soon as possible, with the aim to improve the document and to harmonize it with the next version of Section 508 as soon as is public.*

As some of the comments received asked for clarifications on the ISO transposition process, the JWG Chairman assures that next time the JWG will be summoned to take a decision on the submission of EN 301 549 to ISO, the relevant information on the proposed process will be distributed with the appropriate anticipation. Anyway, this is not a short-term scenario.

Ms. Sonia Compans (ETSI Secretariat) indicates that document N 95 summarizes the possible routes for transposing the EN 301 549 into an International Standard (IS), including the process, conditions and duration. She invites the participants to read it as well as the appropriate clauses in the ISO/IEC Directives.

## 8. Feedback on the use of the online toolkit. Decision on the toolkit and way forward

CEN/CENELEC/ETSI JWG eAccessibility Members were asked on 2015-11-03 to send their comments on the use of the online toolkit by 2015-11-19.

Comments were received from Sweden, ANEC, the EC and the EDF.

The collated comments are available at N 99 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8144115&objAction=Open> ).

Besides, the Secretariat also uploaded the comments received on the toolkit after its approval via the online toolkit webpage, see N 100 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8142616&objAction=Open> ).

Ms. Monica Ibido (CEN/CENELEC) shows a presentation on the Accessible ICT Procurement Toolkit, see N 142 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8149465&objAction=Open> ).

Ms. Monica Ibido (CEN/CENELEC) asks attendants for comments on the use of the toolkit. The Secretariat has received comments on how to improve the toolkit, but no, or little, feedback on if it is being used or not. Given this, she asks the JWG to consider if the toolkit should remain open or not.



JWG Members inform of the lack of demand of use of the toolkit, due to several causes (internal procedures of the organizations in some cases due to Regulation - , lack of knowledge of the applicable requirements by procurers, etc.)

Ms. Monique Mai (Head of AFNOR Delegation) asks if public procurers were contacted and consulted in the process of developing the toolkit. JWG Members answer that the CEN/CENELEC PT in charge of the online toolkit did many consultations, but public procurers were not very active giving inputs and feedback.

Mr. Donald Rice (NSAI delegation, CEN/CENELEC PT Member) states that at this moment a training tool would be much useful for procurers than the current online toolkit.

The JWG Chairman and Mr. Michael Pluke (Hillebrand representative, leader of the last ETSI STF Editorial Group) inform that Mr. Loïc Martínez-Normand (Head of AENOR delegation) is developing a decision tree approach to deal with the applicability of EN 301 549 to specific ICT products and services.

NOTE See N 143 (link: <http://cen.iso.org/livelink/livelink?func=ll&objId=8148880&objAction=Open> ). More information at <http://oa.upm.es/29048/> .

After a debate, the JWG agrees the following Conclusion:

**Conclusion 6** *At this moment there is no consensus within CEN/CENELEC/ETSI JWG eAccessibility on the future of the online toolkit.*

### **9. Future activities of CEN/CENELEC/ETSI JWG "eAccessibility under Mandate M/376", if relevant**

The JWG Chairman states that, as the current Vice-chairpersons have not participated in last JWG meetings, he would like the JWG to designate new ones.

The Secretariat offers to solve this problem and, if needed, offer new Vice-chairperson candidates.

Some JWG Members would like to ask CEN/CENELEC and ETSI for a revision of the Terms of Reference (ToR) of the JWG.

After a debate, the JWG agrees the following Conclusion:

**Conclusion 7** *At this moment there is consensus within CEN/CENELEC/ETSI JWG eAccessibility on the need to ask CEN, CENELEC and ETSI for a revision of the Terms of Reference (ToR) of the JWG.*

### **10. Any other business**

Ms. Martina Sindelar (EC representative, DG Enterprise and Industry) informs that she has changed her field of work. Mr. Antonio Conte (EC representative, DG Enterprise and Industry) will substitute her in this project.

JWG Members thank Ms. Martina Sindelar for her dedication to this JWG and wish her the best for her future projects.

### **11. Closure of the meeting**

The meeting ends at 16:30.

**ATTENDANCE LIST**

| NAME                  | ENTITY  | F2F | G2M |
|-----------------------|---|-----|-----|
| Alejandro Moledo      | EDF   | X   |     |
| Alex Li               | Microsoft Corporation (ETSI)                  | X   |     |
| Andrea J Saks         | ITU JCA-AHF                                   | X   |     |
| Antonio Conte         | European Commission                           | X   |     |
| Bruno Von Niman       | ITS (ETSI)                                    | X   |     |
| Christina Stange      | SIS (CEN)                                     |     | X   |
| Cinzia Missiroli      | CEN/CENELEC CCMC                              | X   |     |
| Cristian Vogler       |   |     | X   |
| Dave Sawdon           | BSI (CEN, CENELEC)                            | X   |     |
| David Capozzi         | US Access Board                               |     | X   |
| Donald Rice           | NSAI (CEN, CENELEC)                           |     | X   |
| Fernando Machicado    | JWG Secretariat, AENOR (CEN, CENELEC)         | X   |     |
| Gregg Vanderheiden    | EDF   | X   |     |
| Gunnar Hellström      | Omnitor (ETSI)                                | X   |     |
| Hans von Axelson      | SIS (CEN) HoD                                 | X   |     |
| Henning Schulzrine    | US Federal Communications Commission          |     | X   |
| Ima Placencia         | European Commission                           | X   |     |
| James Thurston        | 3GICT   |     | X   |
| Judy Brewer           | W3C   |     | X   |
| Karen Peltz Strauss   | US Federal Communications Commission          |     | X   |
| Klaus-Peter Wegge     | DIN (CEN)                                     |     | X   |
| Kristina Aleksandrova | ANEC (ETSI)                                   | X   |     |
| Loïc Martínez-Normand | AENOR (CEN, CENELEC)                          |     | X   |
| Martina Sindelar      | European Commission                           | X   |     |
| Mia Ahlgren           | SIS (CEN)                                     | X   |     |
| Monica Ibido          | CEN/CENELEC CCMC                              | X   |     |
| Monique Mai           | AFNOR (CEN, CENELEC)                          | X   |     |
| Michael Pluke         | Hillebrand (ETSI)                             | X   |     |
| Matthias Schneider    | JWG Chair, Microsoft (ETSI). ETSI TC HF Chair | X   |     |
| Shadi Abou-Zahra      | W3C   | X   |     |
| Sonia Compans         | ETSI Secretariat                              | X   |     |

|                |                     |   |   |
|----------------|---------------------|---|---|
| Susanna Laurin | SIS (CEN)           |   | X |
| Terry Landers  | NSAI (CEN, CENELEC) | X |   |
| Walter Mellors |                     |   | X |

**EXCUSED**

|                      |                     |
|----------------------|---------------------|
| Brian McAuliffe      | NSAI (CEN, CENELEC) |
| Elizabeth O'Ferrall  | NSAI (CEN, CENELEC) |
| Gottfried Zimmermann | DIN (CEN)           |
| Ken Salaets          | ITI                 |
| Wim De Kesel         | NBN (CEN)           |
| Yannis Yallouros     | EDF                 |