



ISO/IEC Directives Part 1

Overview of changes

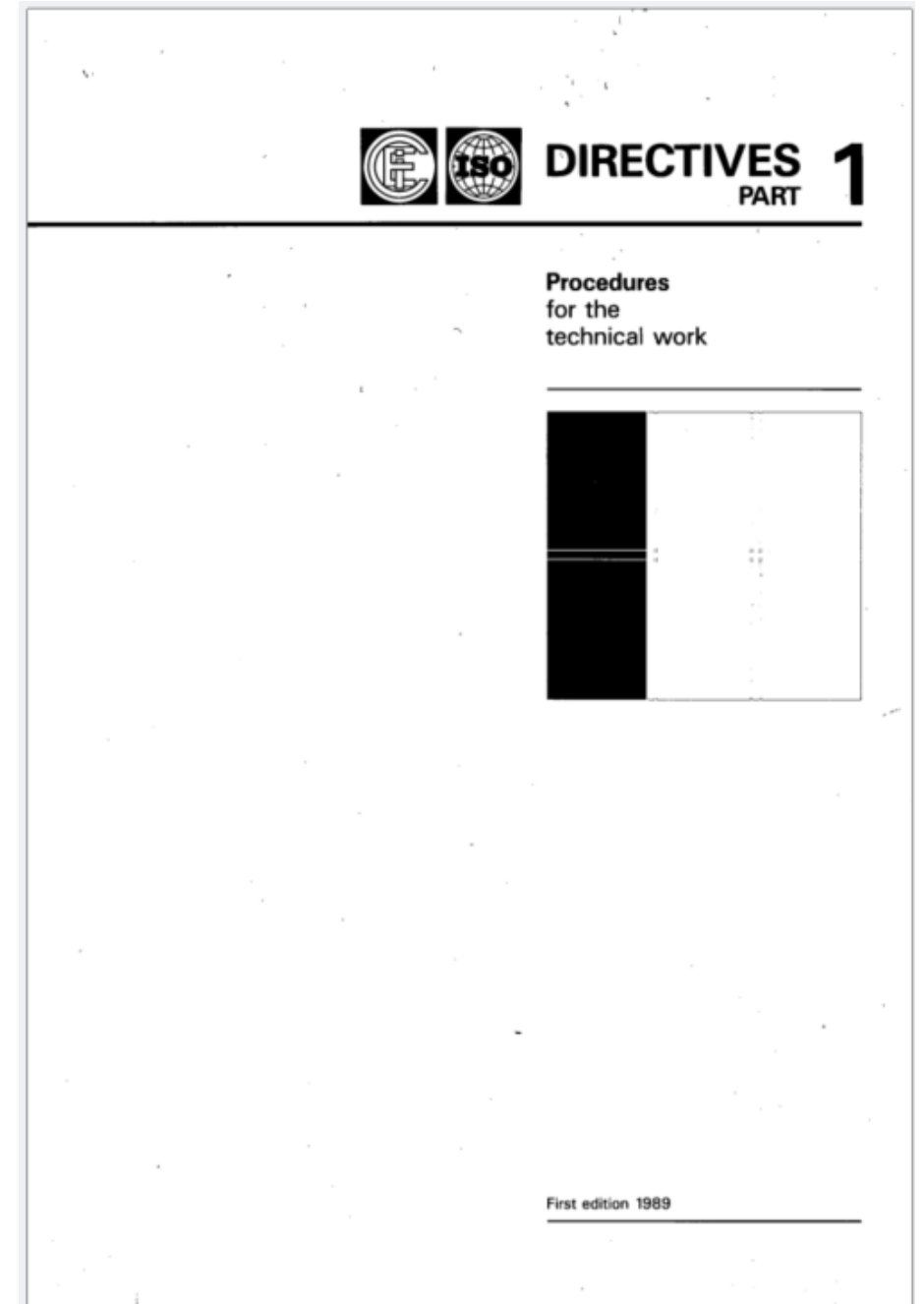
April 2026

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Agenda

- ISO/IEC Directives alignment project overview
- Significant changes to DP 1
- Other changes to DP 1
- Publication Roadmap



History: Bigger than alignment !

A bit of history:

ISO/IEC Directives Part 1 - *Procedures for the technical work*

- 1st edition – 1989
- ...
- 20th edition – 2024

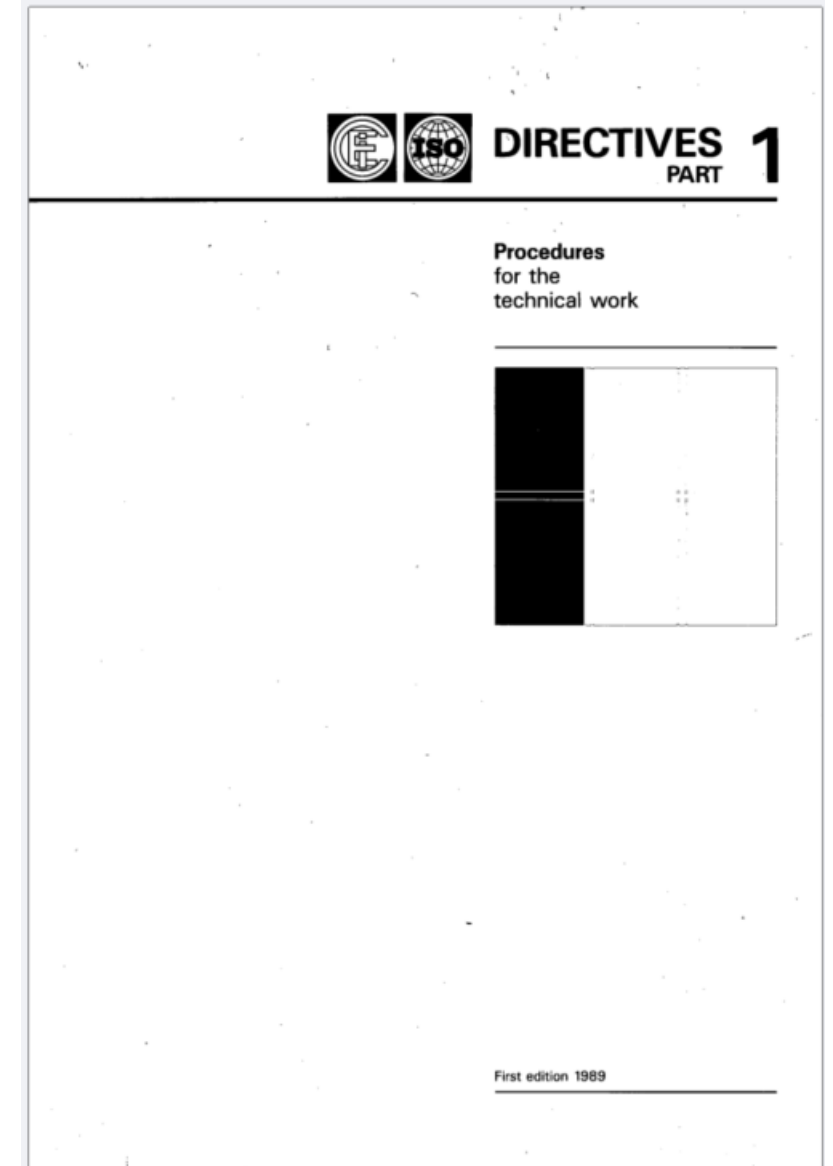
ISO and IEC supplements appearing around 2000

JTC 1 procedures and supplements since 1987

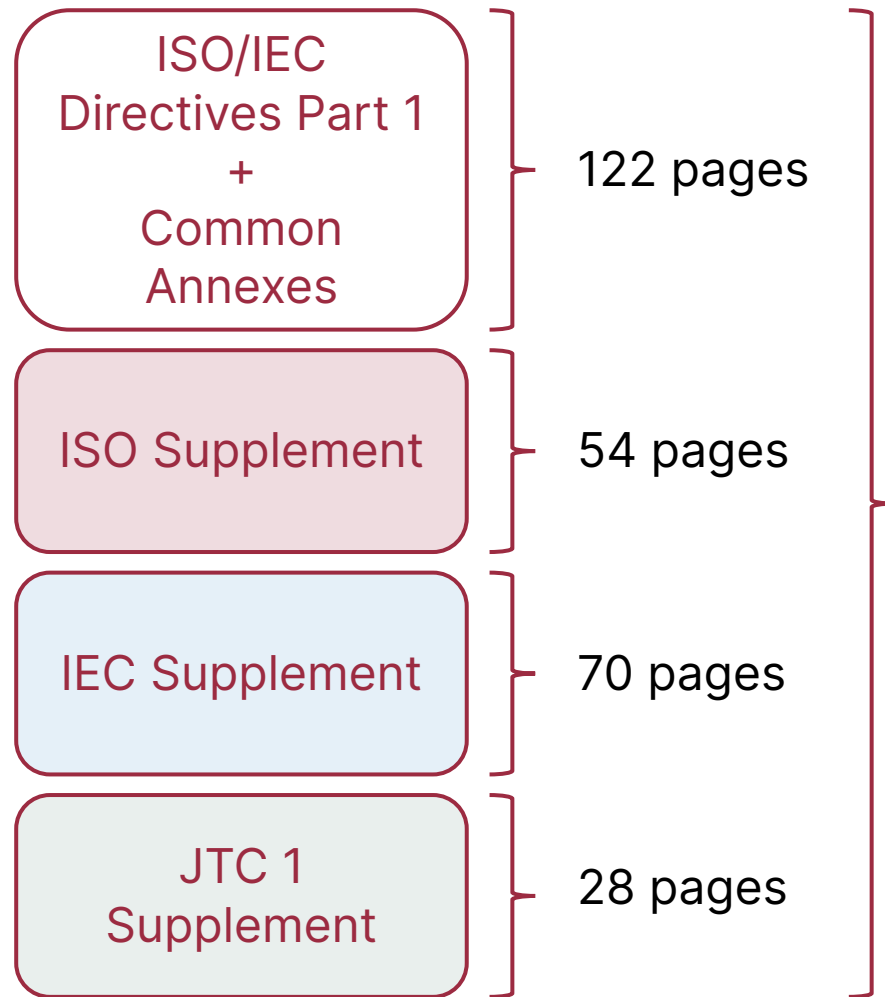
ISO/IEC Directives Part 2 - *Methodology for the development of International Standards* (1988 to 1995)

ISO/IEC Directives Part 3 - *Drafting and presentation of International Standards* (from 1986 changed to Part 2 in 2001)

2026 – ISO/IEC Directives Part 1 – common for ISO, IEC and JTCs



Alignment Project - Objective



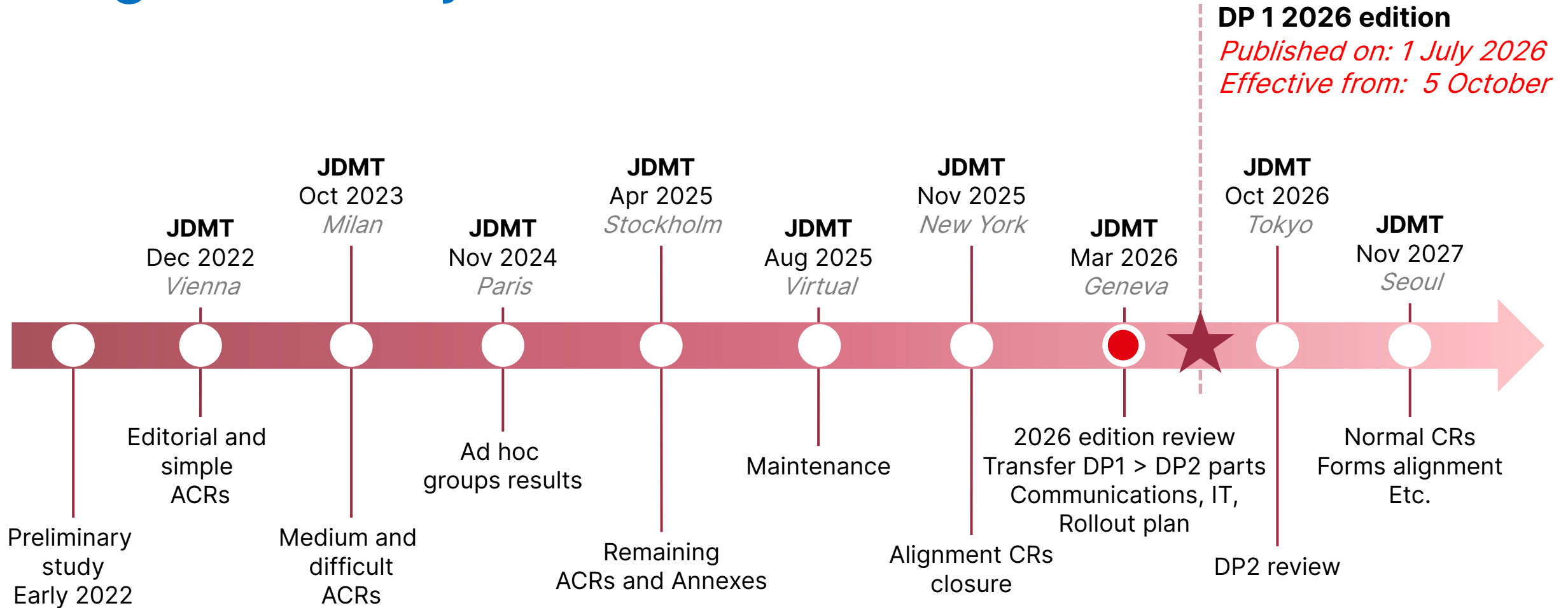
Benefits

- Enhance user experience
- Foster joint technical work (ISO-IEC)
- Enable OSD and SMART implementation
- Open doors to IT convergence



~130 pages
~**50% reduction**
Easier to use.
Aligned.

Alignment Project – Milestones



Significant changes to the ISO/IEC Directives Part 1

Significant Changes

Clause 1 – Org Structure

- Change 1: Working groups (clause 1.12)
- Change 2: Chair selection process (clause 1.8.1)
- Change 3: Vice-Chair (clause 1.8.3)
- Change 4: Establishment of technical committees (clause 1.5.10, C.4.4)
- Change 5: Re-establishment of TCs and SCs (clause 1.5)
- Change 6: Changes and (re)appointment of Convenors (clause 1.12)

Clause 2 – Development – IS

- Change 7: Project plan changes (clause 2.1.6)
- Change 8: Introduction of the Project Editor's role (clause 2.1.9)
- Change 9: Change of limit date for PWIs (clause 2.2.4)

Clause 4 – Maintenance

- Change 10: Maintenance of documents (new clause 4)
- Change 11: Corrigenda + corrected version (new clause 4)
- Change 12: Interpretation sheets changed to clarifications (new clause 4.7)

Clause 5 – Meetings

- Change 13: Meetings (new clause 5)

Annexes

- Change 14: Adoption process (Annex F)
- Change 15: Management systems standards (new Annex Q)
- Change 16: Changes to NP process (NP form, clause 2.3.4)
- Change 17: Gender declaration form (Annex C, clause 2)
- Change 18: Global Relevance Policy (Annex G)
- Change 19: Standards as databased (Annex R)
- Change 20: Changes to IEV – TC 1 workflow (Annex R)
- Change 21: IWA (Annex N)

Other minor changes

- No PAS for failed IS
- Mandatory Guides
- Subdivision of documents (Fragments)
- Standardization of Symbols
- Timing of distribution of documents (previously Annex SN – Q and DC)

Change 1: Working groups (clause 1.12)

In IEC, the following groups will be transformed into (J)WGs:

- Project Teams
- Maintenance Teams
- Joint Project Teams and Joint Maintenance Teams

Transition period:

- 5 October 2026: New and maintenance projects must be assigned to WGs only
- Committees need to convert their MTs, PTs into WG by 5 October 2027
- 5 October 2027: All remaining MTs and PTs will be converted into WG

Change 2: Chair selection process (clause 1.8.1)

In IEC, the process is simplified and aligned with ISO:

- Secretariat of committee chooses their candidate and submits it to technical management board for approval
- In case of no candidate, Secretariat launches 12 weeks call for candidates
- Secretariat can choose a candidate from their country

Change 3: Vice-Chair (clause 1.8.3)

New clause 1.8.3 on appointment of Vice-Chairs

- Clarification on the process – Chair and Secretary can propose one or more Vice-Chairs
- Appointment by a 2/3rds majority of the P-members voting
- Multiple terms for up to cumulative 9 years maximum total in a committee
- Vice-Chair cannot assume the Chair's responsibilities

Change 4: Establishment of technical committees (clause 1.5.10, C.4.4)

Clause 1.5 Establishment of TCs

(...) **first meeting of the technical committee** to be held within 6 months following the approval of its establishment.

(...)

C.4.4.5 **At least one new work item shall be proposed within a year** after their first meeting.

Change 5: Re-establishment of TCs and SCs (clause 1.5, 1.6.7)

1.5.12 To re-establish a disbanded committee, the proposer shall follow the process for the establishment of a new committee (see 1.5).

1.5.13 In principle, the technical management board shall assign the maintenance of documents developed by a disbanded committee to existing committees with appropriate scopes. The maintenance of documents developed by disbanded subcommittees is assigned to the parent technical committee.

For the maintenance of documents developed by a project committee, see K.7.

If the document has not been assigned to an existing committee, the technical management board is responsible for its maintenance in accordance with the procedures in Clause 4.

1.6.7 To re-establish a disbanded subcommittee, the committee shall follow the process for the establishment of a new subcommittee.

Change 6: Changes and (re)appointment of Convenors (clause 1.12)

Updates:

- Prior to the expiry of the term, the Secretary shall issue a **six-week minimum call to identify any candidates** who wish to be considered for the position.
- Multiple candidates ballot - candidate with the highest number of votes will be appointed.
- In absence of a Convenor, Chair and Secretary can appoint acting convenor for max 6 months, while launching a call to identify candidates.

Change 7: Project plan changes (clause 2.1.6)

- All work items (excluding PWIs) must now reach the **approval stage** within **36 months** (previously 5 years)
- Maximum project extensions for **IS** will be **12 months**
- Revised project development timeframes:
 - **ISO**: SDT 36 + 9 months, now increased to 36+12 months
 - **IEC**: 60 months, now reduced to 36+12 months
- If no enquiry stage (CDV) is reached within 6 months ahead of the limit date, project will be cancelled.

Transition period:

- Already existing project will be allowed to continue with their original project plan, but extension beyond 60 months will not be allowed anymore.
- All new projects will be subject to the limit and automatically cancelled at the limit date.

Change 8: Introduction of the Project Editor's role (clause 2.1.9)

New role:

- An individual responsible for updating and editing documents
- Appointed by committee for a project (NP or committee decision)
- If no Project Editor appointed, Project Leader takes on the given responsibility

Change 9: Change of limit date for PWIs (clause 2.2.4)

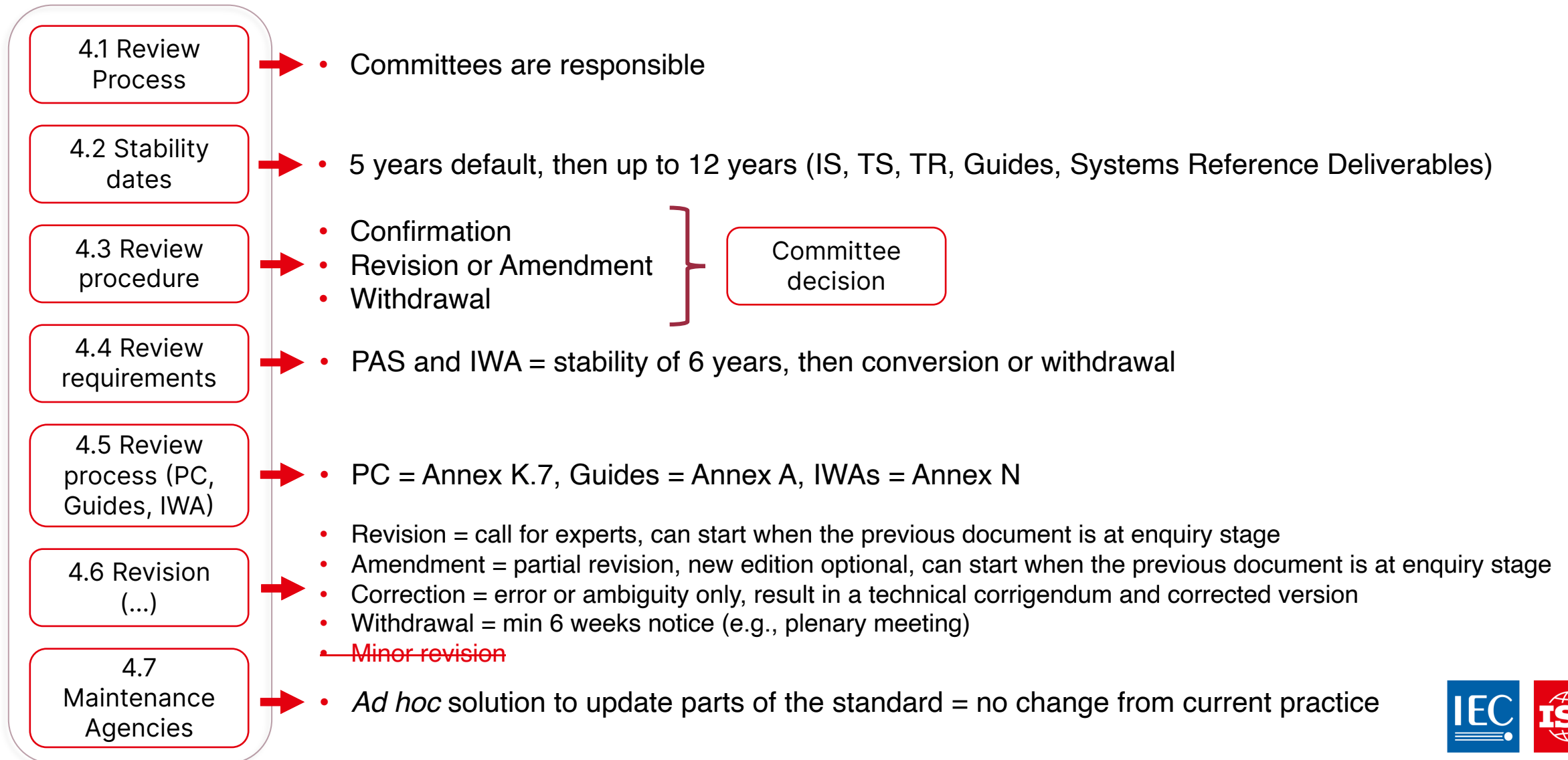
- Maximum time for a PWi is limited to 24 months, non-extensible
- Automatic cancellation on the limit date if not progressed to next stage

2.2.4

All preliminary work items shall be subject to regular review by the committee. The committee shall evaluate the market relevance and resources required for all such items.

All preliminary work items that have not progressed to the proposal stage ~~in the IEC by the expiration date given by the committee and in ISO~~ within ~~3 years~~ 24 months, will be automatically cancelled from the programme of work.

Change 10: Maintenance of documents (new clause 4)



Change 10: Maintenance of documents (new clause 4)

Stability dates

*The **stability date** marks the **end of the period during which the document is expected to remain unchanged**. It is indicated by a year, with the stability period concluding at the end of that calendar year*

IS, TS, TR, Guides, and SRDs

- *First edition: stability date up to 5 years*
- *After each confirmation: stability date up to 12 years*

PAS and IWA

- *Stability date up to 6 years*

Change 11: Corrigenda + corrected version (new clause 4)

- Change in IEC:
 - In addition to a published Corrigendum a Corrected version will be published
- Change in ISO:
 - In addition to a published Corrected version a Corrigendum will be published

Change 12: Interpretation sheets changed to clarifications (new clause 4.7)

Clarifications

- A rapid way to respond to requests for clarification on ambiguities in documents
- A simplified approach:
 - Not an official deliverable
 - Outcome of a WG consensus
 - Posted on committee website or similar
 - Can be approved by a committee
 - Committees to use a predefined template

Change 13: Meetings (new clause 5)

The updated clause 5 replaces:

- ISO/IEC Directives, Part 1, clause 4
- ISO Supplement, Annexes [SF](#), [SK](#)
- [ISO/IEC Meeting Guidance](#) (TMB/SMB Guidance on effective virtual and hybrid meetings)
- [ISO/IEC JTC 1 SD 19](#)
- [IEC Meeting guidance](#) (2012)
- SMB/TMB Guidance on effective hybrid and virtual meetings.

Key updates

- Revised meeting modes: [F2F \[with remote participation\]](#), and [Virtual](#)
- Remote access for face-to-face meetings: offered on a [best-effort basis](#)
- Comments may be submitted by correspondence in [exceptional cases](#) (no remote access or unforeseen absence from a F2F meeting) [and are not counted toward P-membership participation criteria](#) (see 1.7.4)

Change 13: Meetings (new clause 5)

Key updates

- Recording of meetings and use of AI:
 - Authorized actors: [Secretary/CM, Convenor, PL or dedicated person](#)
 - Condition: No objection from anyone at the meeting
 - [May record a meeting and/or use approved AI tools](#) to prepare reports
- Late documents at Plenary meetings
 - Allowed to take into account if participants agree
 - Allowed to discuss and make decisions if no objections
 - Same applies to WGs and other subgroups with respect to recommendations

Change 13: Meetings (new clause 5)

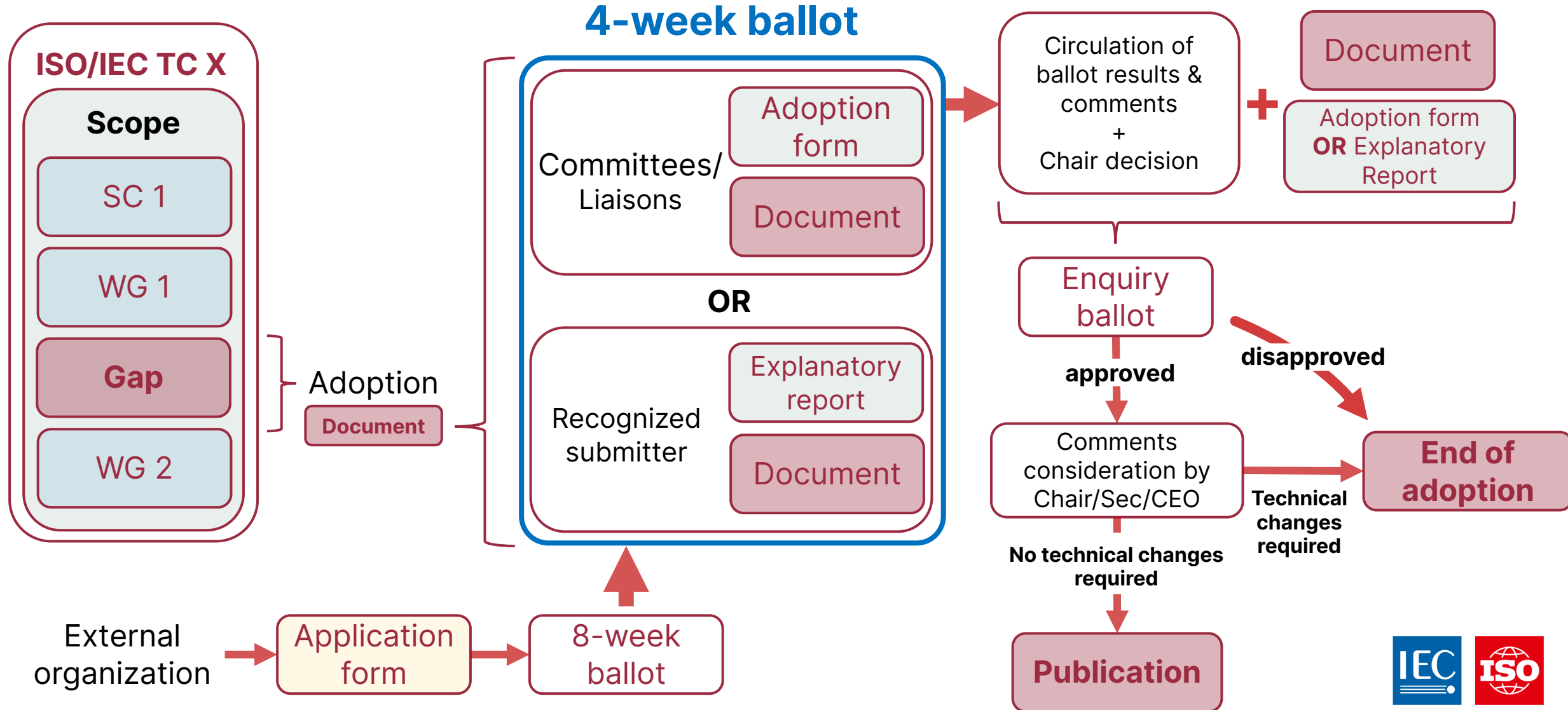
Key updates - deadlines

- New Table 3 summarizing minimum deadlines for distribution of documents
- ahGs are no subjected to these deadlines

Table 3 – Document distribution minimum deadlines

Committee meetings		
Document	Face-to-face	Virtual
Calling notice and meeting logistics	16 weeks before the meeting	8 weeks before the meeting
Draft agenda	16 weeks before the meeting	8 weeks before the meeting
Proposals for new agenda items, documents for decision, or contributions	6 weeks before the meeting	6 weeks before the meeting
Final draft agenda	4 weeks before the meeting	4 weeks before the meeting
Decisions	48 hours after the meeting	48 hours after the meeting
Meeting report/minutes	4 weeks after the meeting	4 weeks after the meeting
Working group and other committee subgroup meetings		
Document	Face-to-face	Virtual
Calling notice and meeting logistics	6 weeks before the meeting	4 weeks before the meeting
Draft agenda	6 weeks before the meeting	4 weeks before the meeting
Proposals for new agenda items, documents for consultation, or contributions	3 weeks before the meeting	3 weeks before the meeting
Final draft agenda	2 weeks before the meeting	2 weeks before the meeting
Meeting report/minutes	4 weeks after the meeting	4 weeks after the meeting

Change 14: Adoption process (Annex F)



Change 14: Adoption – Types of adoption

Two ways to adopt:

1. Proposals submitted by committees and liaison A organizations
2. Proposal by Recognized Submitters

Change 14: Adoption

1. Proposals submitted by committees and liaison A organizations

- **Submission:** The form confirms that [copyright, trademark](#), and [patent issues](#) are resolved, ISO/IEC [intellectual property](#) policies apply (see clauses 2.10 and 2.11), there are [no conflicts with existing International Standards](#), and maintenance arrangements are in place. Proposer then submits the Adoption Submission Form + source document to the committee.
- **4-week ballot:** Committee votes (P-members, 2/3 majority) on whether to move the document to enquiry.
- **Enquiry stage:** Enquiry ballot follows the standard clause 2.6 process.
- **Outcomes:**
 - ✓ If approved → goes directly to publication; technical comments saved for future revision.
 - ✓ If not approved → adoption fails; next steps decided by Chair, Secretary/Committee Manager and proposer. Document may enter regular development if appropriate.
- **Maintenance:** Assigned committee maintains the adopted standard; any revision requires repeating the adoption process.

Change 14: Adoption

2. Proposal by Recognized Submitters

Two main steps:

1. **Acceptance** of a Recognized Submitter
2. **Document submission**

Change 14: 2. Adoption - Proposal by Recognized Submitters

Acceptance of a Recognized Submitter

- Originating Organization applies to the committee for Recognized Submitter status using Annex B form (organization criteria + planned initial document incl. scope).
- Application submitted to Secretary/Committee Manager → 8-week ballot; approved with 2/3 P-member support.
- Status granted for 2 years, renewable in 5-year terms. Termination if:
 - Committee does not confirm the status, or
 - No document is submitted within required timeframe.
- Application must be submitted well in advance of first planned submission.
- 6 months before expiry, the committee (with Mentors) invites submitter to:
 - Revise (significant updates),
 - Withdraw, or
 - Reaffirm (no changes).
- Required documentation due 12 weeks before expiry; revision/reaffirmation requires a 8-week ballot.
- No response → automatic termination.
- Former submitters may reapply.

Change 14: 2. Adoption - Proposal by Recognized Submitters

Document submission (1/2)

- Committee secretariat submits the document, [Explanatory Report](#), and supporting material [to the Office of the CEO](#).
- Before submission, the secretariat must:
 - Resolve any copyright/trademark issues with the Recognized Submitter.
 - Confirm the committee's suitability and ensure no conflict with existing International Standards.
- After verification of the submitter's recognition status and consultation with the Office of the CEO, the [secretariat launches the adoption ballot](#).
- The Recognized Submitter is notified when the ballot starts and when results are available.

Change 14: 2. Adoption - Proposal by Recognized Submitters

Document submission (2/2)

For the adoption ballot, the proposal is to align with the other adoption process as follows:

- **Enquiry stage:** Enquiry ballot follows the standard clause 2.6 process.
- **Outcomes:**
 - ✓ If approved → goes directly to publication; technical comments saved for future revision or if substantial Chair can decide to bring the document for further discussion at a meeting or cancel the project.
 - ✓ If not approved → adoption fails; next steps decided by Chair, Secretary/Committee Manager and proposer. Document may enter regular development if appropriate.

Change 15: Management systems standards (new Annex Q)

- The IEC adopts the same approach as ISO to develop MSSs
- JDMT merged ISO Annex SL and SP into:
 - Process related parts into common [Annex Q - Harmonized approach for management system standards](#)
 - Drafting rules into Clause 35 in Directives part 2 - management systems standards (MSS)
 - Annexes (forms) are moved to the IEC and ISO websites
- Upcoming changes:
 - JTCG (Joint Technical Coordination Group) to become joint with IEC
 - TMB TF MSS to be converted into a joint TF MSS with IEC SMB

Change 16: Changes to NP process (NP form, clause 1.6, Annex C and 2.3.4)

NP form addition - Proposer need to explain:

- how the document relates to the SDGs and their associated targets
- how the proposal aligns with SBP of the committee
- NP proposer will need to provide a statement assessing any gender differences that can impact the proposed document.

NP is shared with the parent committee in case of sub-committees

Ballot on NP:

- P-members will be asked to whether they agree with the suggested allocation of the project (e.g., an existing WG, a new WG), if not explain and suggest an alternative
- 4-weeks option is removed, 8-weeks option can be decided by Chair

Change 17: Gender declaration form

A GRS Declaration form (Annex B of the Guide) **shall** be submitted at the enquiry stage (DIS, CDV) which is the only mandatory stage for all deliverables.

Mandatory submission at:

- DIS (ISO) and CDV (IEC) – Enquiry
- DPAS, DTS, DTR, DSRD – Approval

Exceptions: IWA, projects led by other organizations, adoptions, Guides

Note: GRS Declaration form will be integrated into CDV, DTR, DTS, DPAS and DSRD forms directly



Annex B Gender Responsive Standards Declaration

Committee	
Document Number	
Document Title	
Process (new work item, revision, amendment)	

Gender Assessment Declaration

Please select the appropriate option.

- A ☐ The committee has identified that there are sex and/or gender differences (that may range from limited to significant) the standard must address, and the committee has made the necessary modifications to the standard.
- B ☐ The committee has determined that there is insufficient data at this time to incorporate gender considerations. However, the committee will revisit as new data becomes available.
- C ☐ The committee has determined that there are no relevant sex and/or gender differences at this time. No gender considerations are needed in the standard.

If the committee selects B or C, it is requested to answer the Gender Assessment Results question below.

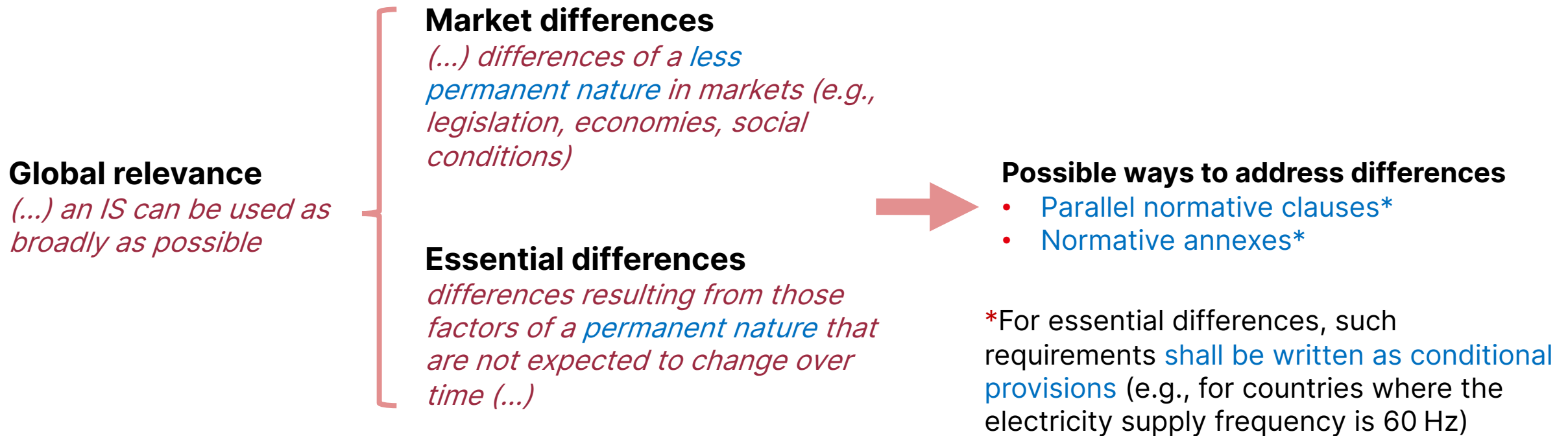
Gender Assessment Results

Please provide a detailed explanation to the question below.

Question: How was it determined that there were either no sex or gender differences, or insufficient data to determine if there are sex or gender differences that are relevant to the standard?

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Change 18: Global Relevance Policy (Annex G)



Change 18: Global Relevance Policy (Annex G)

Changes to IEC rules:

- In **some countries clauses** are no longer applicable:
 - Use the concept of **Essential differences** for items of permanent nature that are not expected to change over time
 - Use the concept of **Market differences** for less permanent nature in markets (e.g., legislation, economies, social conditions)
- **Transitional period** for the adoption by member countries of IEC publications → standards are voluntary and previous editions are available for use on national or regional level and specific statements about adoption timelines are unnecessary

Change 18: Global Relevance and WTO

WTO/TBT 2nd Triennial Review:

[...] in facilitating international trade and preventing unnecessary trade barriers, international standards need to be relevant and to:

- Respond effectively to regulatory and market needs in different countries.
- Reflect scientific and technological developments across various regions.
- Avoid distorting the global market.
- Not harm fair competition.
- Not stifle innovation or technological development.
- Avoid giving preference to the characteristics or requirements of specific countries or regions when other countries have different needs.
- Be performance-based whenever possible, rather than relying on design or descriptive characteristics.

Change 19: Standards as databases (Annex R)

- Standards as databases = where the content is provided in a structured, modular, and **digital format**, rather than traditional PDF
- In ISO these standards are maintained by a designated **Maintenance Agency (MA)**
- The **IEC has implemented a systematic approach** to manage the growing number of standards delivered in database format (**SDB**)
- A detailed investigation found that the IEC method is not suitable for all ISO committees. However, some still find it useful. As a result, **both options are now included in the Directives**: committees may choose either MA or SDB (new clause 4.7)

Change 19: Standards as databases (Annex R)

Annex R is generalized previous IEC Annex SK - processes related to SDBs (standards as database):

Major changes:

- Distinction between SDB owner and SDB content owner
 - Example: TC 1 as SDB owner of IEV, while TC 62 is content owner of IEC 60050-880
- Three processes specified:
 - Creation and revision of SDBs
 - Creation and management of new parts or domains in a SDB
 - Editorial and technical changes to a SDBs (so called Change Request)

Change 20: Changes to IEV - TC 1 workflow

TC 1 workflow is aligned with Annex R on processes related to SDBs (standards as database):

In IEC the process is simplified:

- TC identified as the owner of an IEV chapter (IEC 60050-xxx) is handling content development
- No transfer of responsibility to TC 1 for enquiry and approval (CDV and FDIS) stages
- TC 1 is, however, still responsible for overall organization of IEC 60050/IEV, which means that TC1 has a right of veto prior to enquiry (CDV), approval (FDIS) and publication stages, if rules of the IEV are not followed (IEC Guide 128:202x)

Change 21: IWA (Annex N)

International Workshop Agreements (IWA)

- IEC can publish new type of deliverable – IWA
 - a document produced through a workshop — a less formal, faster-track process compared to standard committee work
 - An IWA is a document that establishes agreed specifications or guidelines in a particular area. It sits outside the normal committee structure and is not a full International Standard.
 - Organized by a National Body, which hosts and manages the workshop.

ISO/IEC Directives Part 1 – Minor changes

No PAS for failed IS

2.6 Enquiry stage

(...)

3. when the approval criteria of [2.6.3](#) are not met:

3. to circulate the revised enquiry draft for 8 weeks voting (see [2.6.1](#)), or
4. to circulate the revised committee draft for comments, or
5. to circulate a revised draft as a DTS ~~or DPAS~~, or
6. to cancel the project, subject to a decision by the committee.

NOTE In case 3), the project shall start at the approval stage (i.e., DTS ~~or DPAS~~).

2.7 Approval stage

(...)

2.7.7 If the final draft International Standard is not approved in accordance with the conditions in [2.7.3](#), the document shall be referred back to the committee concerned for reconsideration in light of the technical reasons submitted in support of the negative votes.

The committee shall decide to:

- resubmit a modified draft as a committee draft, enquiry draft or final draft International Standard; or
- publish a Technical Specification ~~or a Publicly Available Specification~~ (see [3.1](#) and [3.2](#)); ~~in JTC 1, publish a Technical Specification~~; or
- cancel the project.

Mandatory Guides (Annex A)

The new text clarifies that:

- Guides may contain **normative and/or informative provisions**
- A Guide is voluntary unless all or part of it has been designated as mandatory by the technical management board

Subdivision of projects (Fragments – 2.1.5.4)

- The Directives Part 1 already allows subdivision of a projects into multiple parts.
- Committees may decide to merge subdivided parts back into a single, consolidated document when appropriate.
- Updated clause clarifies that any consolidation of parts must be completed prior to the submission of the FDIS.
- This simplified concept unifies fragment and part concepts, giving committees a possibility to organize their projects into separate streams.

Standardization of symbols (2.5.2)

Pre-Submission Checks

- Demonstrate the need for the symbol
- Review existing ISO/IEC graphical symbol standards to avoid duplication and ensure consistency
- Create symbols following prescribed design principles and acceptance criteria

Submission Requirements

- Initial draft of graphical symbols must be submitted as early as possible to the committee (see clause 28.6 of ISO/IEC Directives, Part 2)

Conflict Resolution

- Any inconsistencies with existing requirements or guidelines must be resolved early through liaison between responsible committees

Timing of distribution of documents (previously Annex SN)

- **Q and DC documents**
 - Default circulation period is now 4 weeks, with a possibility to extend to maximum 12 weeks

ISO/IEC Directives Part 1 – Publication roadmap

Publication roadmap

1 May 2026

Early Awareness

- ✓ Circular Letter #1 + implementation plan (“What this means to you”)

1 July 2026

Publication phase

- ✓ 1 July – Publication of Directives 2026 edition
- ✓ Webinars organized by ISO and IEC Secretariats

June–Sept 2026

System Readiness

TPMs/TOs briefing pack

- ✓ Updated IT systems
- ✓ Finalized guidance material and templates
- ✓ Final landing page content ready for publication

Publication roadmap

5 October 2026

Entry into force

- ✓ Circular Letter #2
- ✓ Landing page live (final version)
- ✓ Webinar sessions
- ✓ In IEC preparation for IEC GM 2026 Agendas, etc.
- ✓ Chatbots (e.g., ISO Companion) will respond using DP1 2026

Oct 2026–Mar 2027

Stabilization

- ✓ FAQ maintenance
- ✓ Clinic webinars (if needed)
- ✓ Reinforcement by TPMs/TOs
- ✓ IEC GM 2026 presentation session
- ✓ (potential) preparation of a DP1 amendment

1 May 2027

Feedback

- ✓ Evaluation of changes and proposing updates if needed

Thank you.