

A Visual Companion to the Changes in ISO/IEC Directives, Part 1:2026

Ritsu Hamaoka

Japanese Member of JDMT

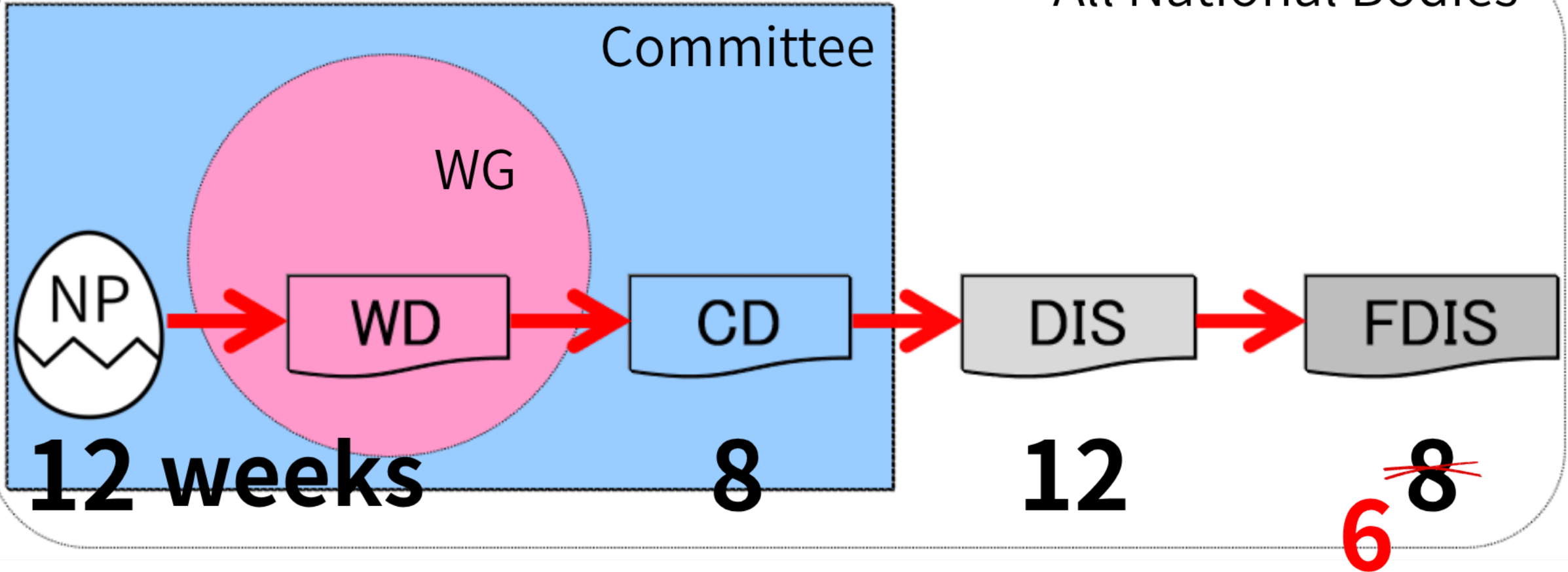
Japanese Standards Association

July 2026

Highlighting added by the author for explanatory purposes.
ハイライトは説明のために作成者が付したものです。

Except where otherwise indicated, the original quoted text remains under the copyright of ISO and IEC.
特段の注記がある場合を除き、引用された元のテキストの著作権は引き続きISOおよびIECに帰属します。

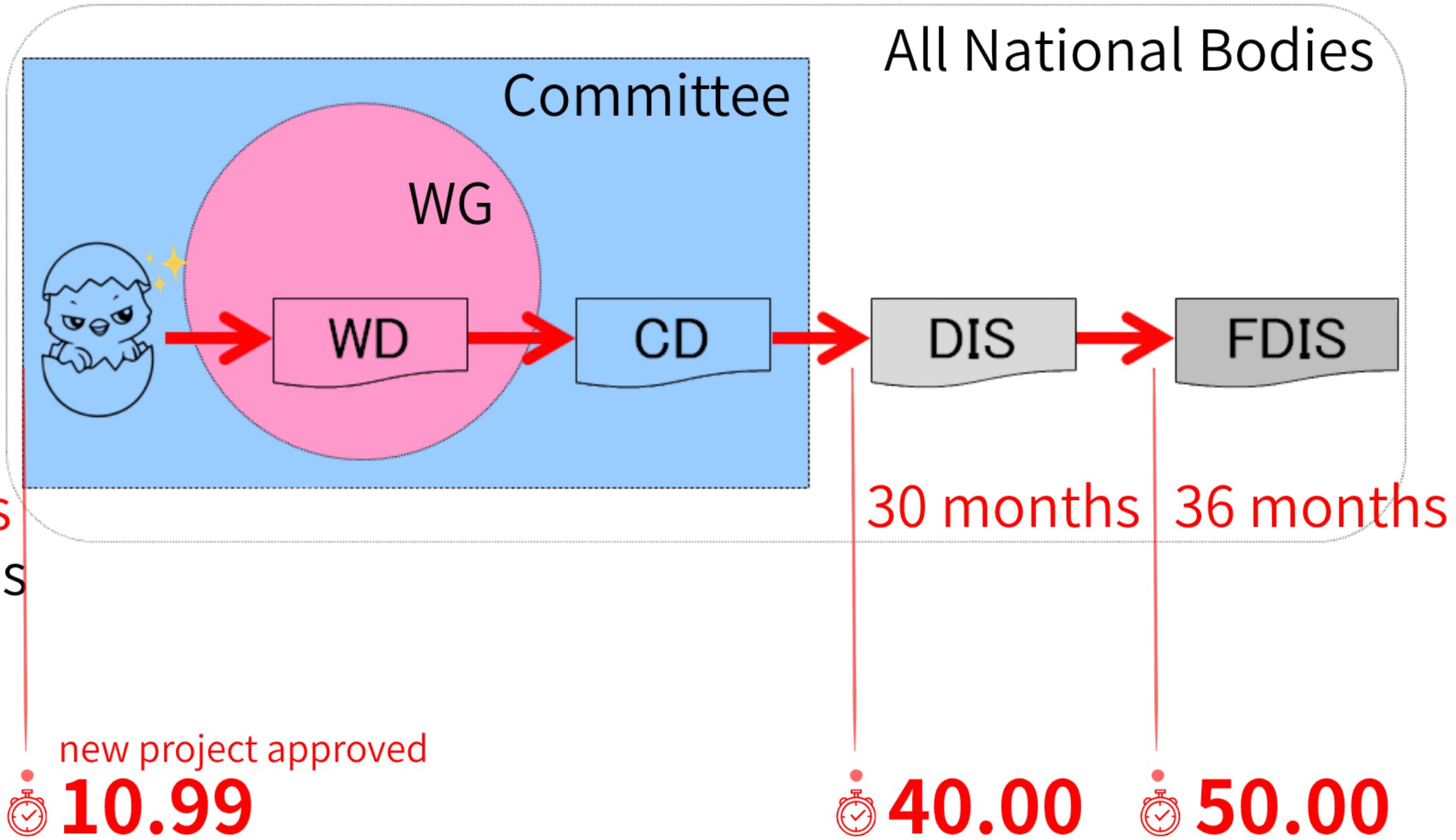
All National Bodies



 **8 weeks**
by Chair decision

2.3.4 The default period for NP ballot is 12 weeks. However, if necessary, the period for NP ballot may be decreased to **eight weeks** as decided by the committee Chair in consultation with the Secretary/Committee Manager, the Office of the CEO and the proposer.

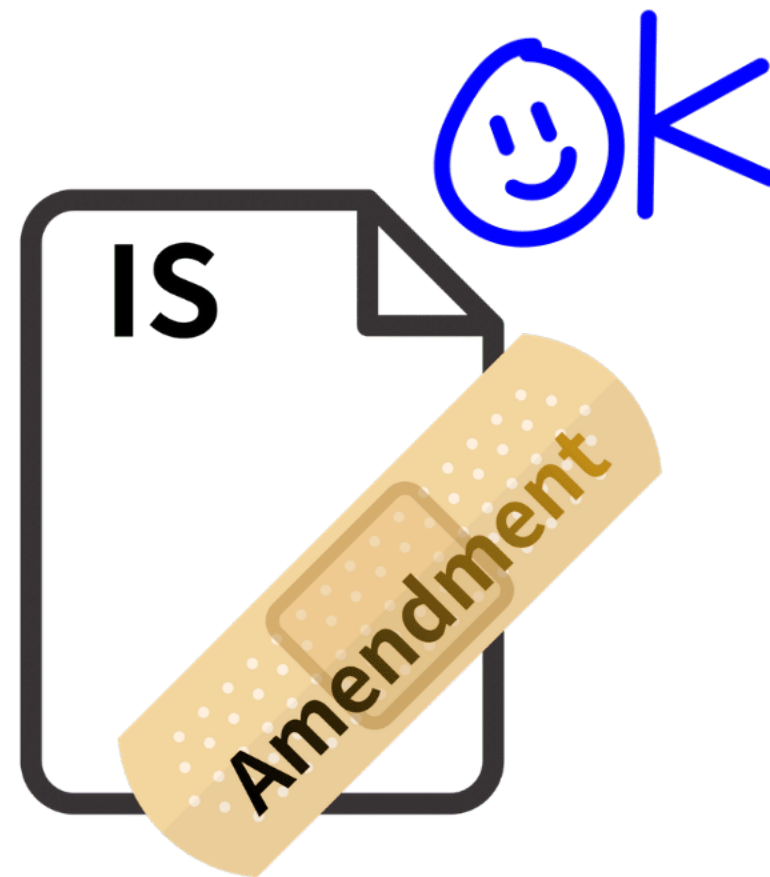
2.7.1 At the approval stage, the final draft International Standard (FDIS) shall be distributed by the Office of the CEO within 12 weeks to all National Bodies for a **six**-week vote.



2.2.4 [...] All PWIs that have not progressed to the proposal stage **within 24 months** will be automatically cancelled from the work programme.

2.1.6.1 All work items (excluding PWIs) which have been in the work programme for **more than 36 months (limit date)** and have not reached the approval stage (see 2.7) shall be automatically cancelled by the Office of the CEO. If the project has not reached the enquiry stage **six months prior to the limit date**, the project shall be automatically cancelled by the Office of the CEO.

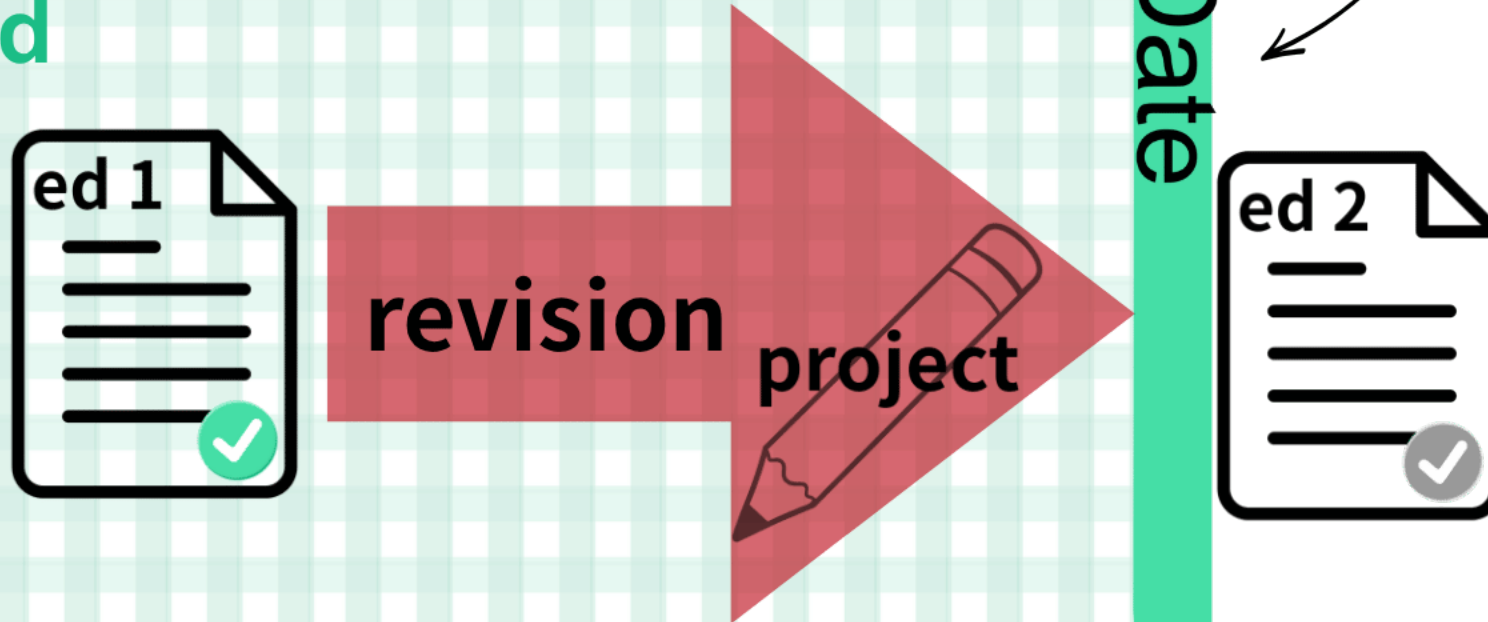
A single extension of up to 12 months



2.1.6.1 A single extension of up to 12 months can be given for an International Standard project on request by the Secretary/Committee Manager of the committee to the Office of the CEO.

Stability Period

The period during which the document is expected to remain unchanged



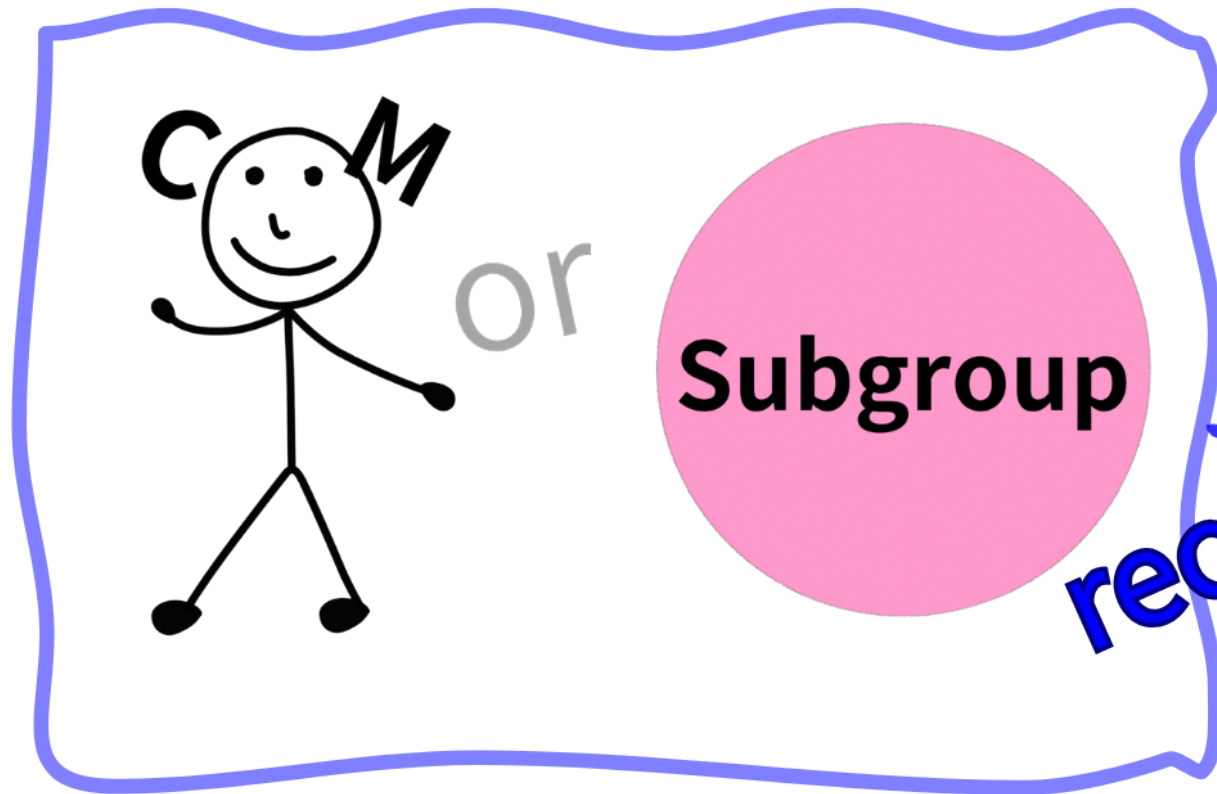
The end of the period during which the document is expected to remain unchanged

This illustrates the case where a document is revised.

4.2 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.

decision Committee

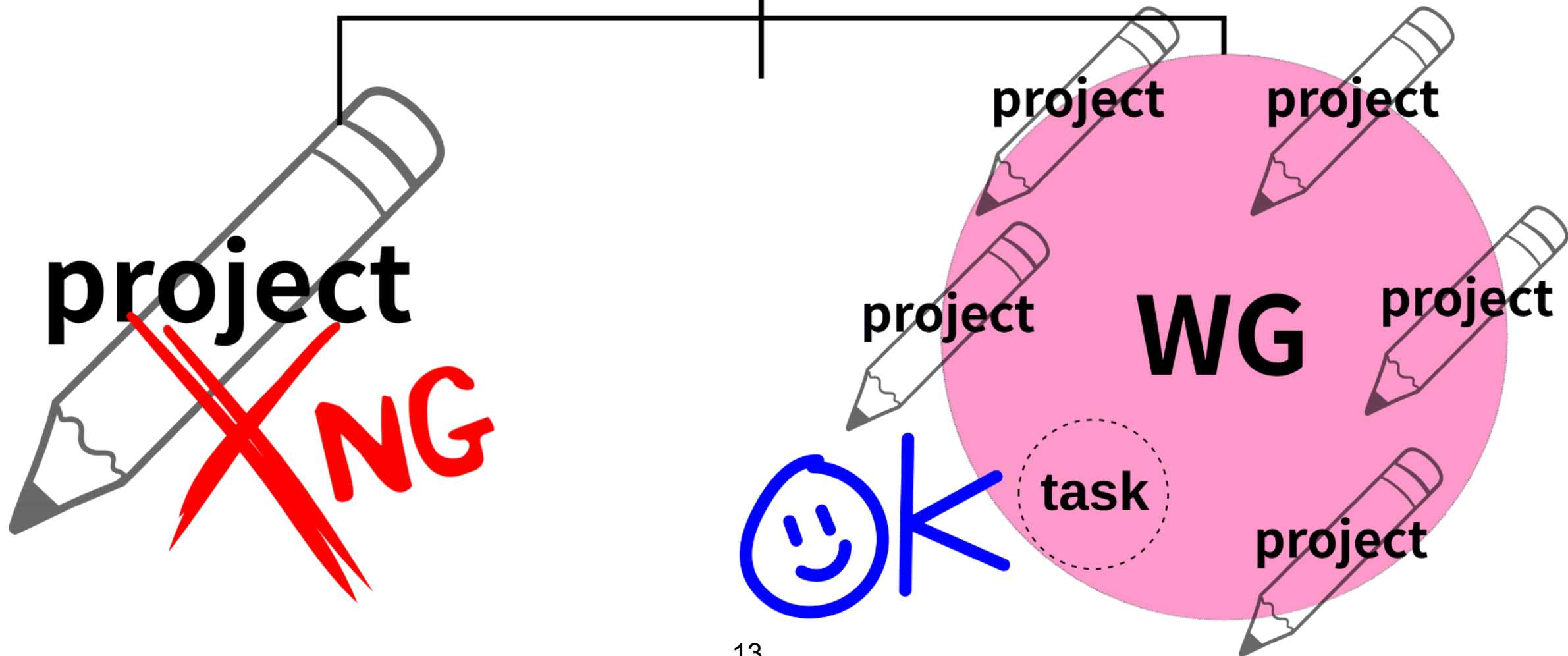


recommendation

- ☐ confirm
- ☒ revise
- ☐ amend
- ☐ withdraw

4.3 Prior to the stability date being reached, a recommendation shall be made to the committee on whether the document should be confirmed, revised, amended, or withdrawn, based on a review. This recommendation is normally prepared by the appropriate subgroup of the committee, or by the committee secretariat. This recommendation shall be submitted sufficiently in advance to allow for a committee decision before the stability date. The review should consider, among other factors, whether the document has become outdated.

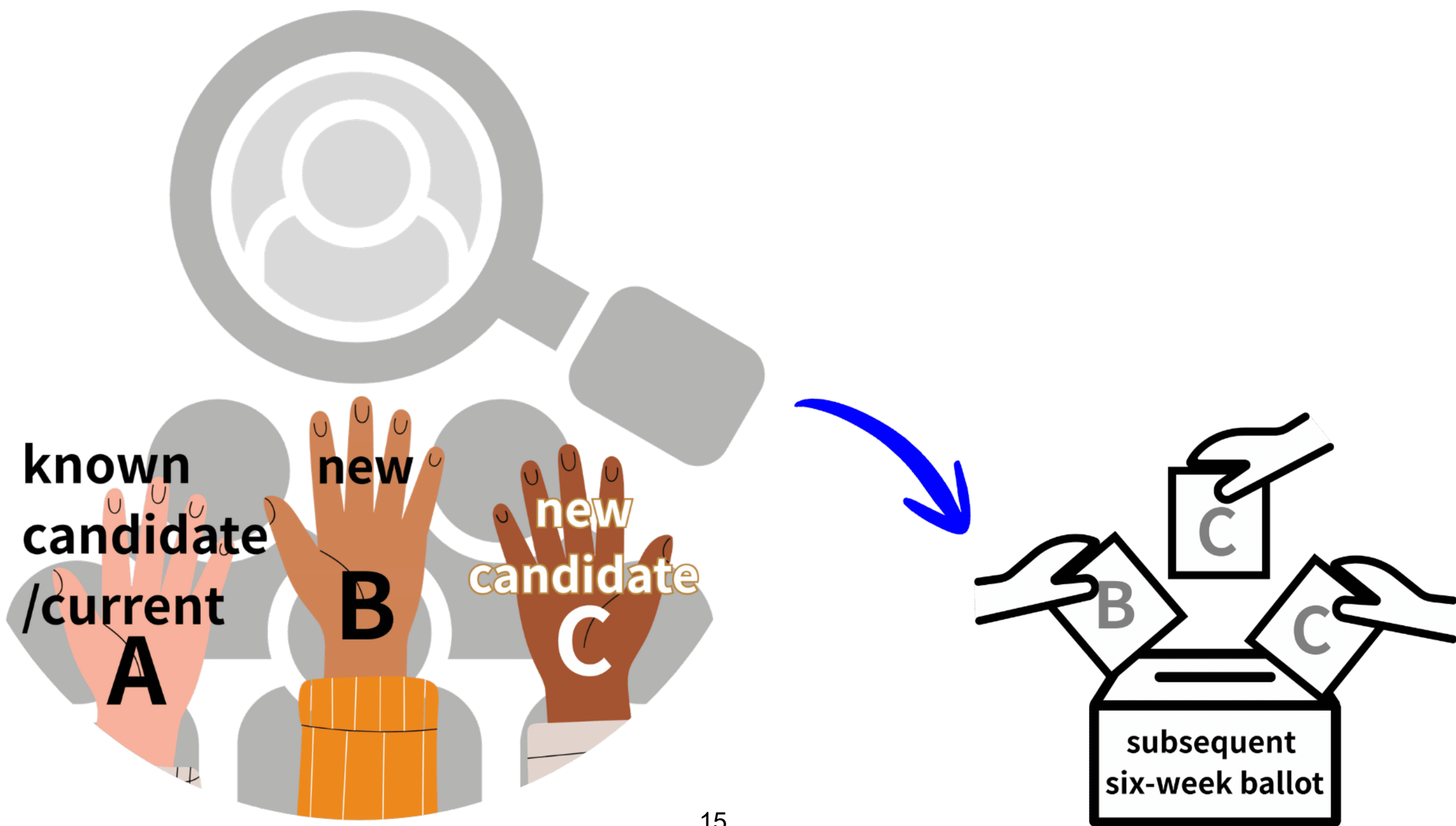
Committee



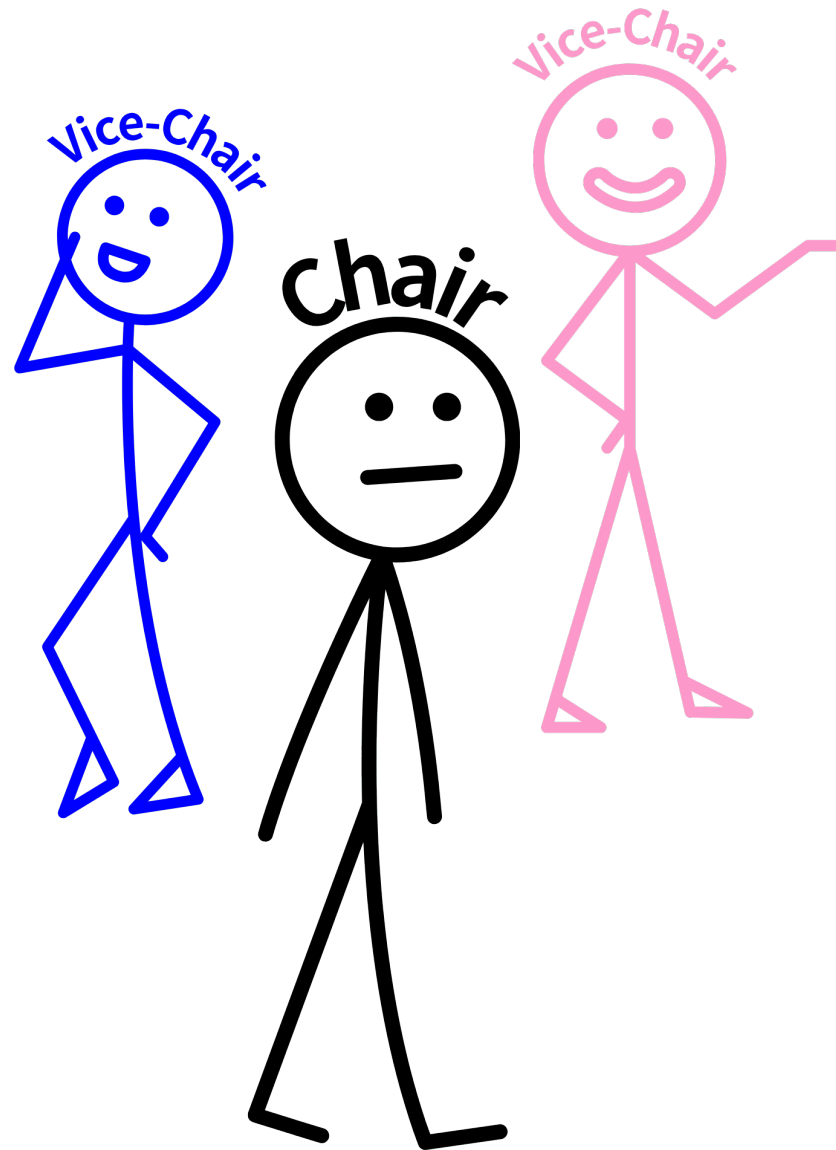
2.1.4 Project description and acceptance

A project is any work intended to lead to the issue of a new, amended or revised **document** (see ISO/IEC Directives, Part 2:2021, 3.1.1).

2.3.6 [...] An approved project shall be allocated to an existing working group or a new working group.



1.12.1 [...] When a WG Convenor's term ends or if the position becomes vacant, the Secretary/Committee Manager shall launch a six-week minimum call to identify new candidates. If a candidate is already known, the Secretary/Committee Manager **may combine the decision of the committee to appoint the Convenor with the call to identify any additional candidates for the WG.** If any additional nominations are made or if the appointment is not approved by the committee, the Secretary/Committee Manager shall launch a subsequent six-week ballot and the candidate with the highest number of votes will be appointed.



1.8.3 Vice-Chair

The Chair and Secretary/Committee Manager may propose one or more Vice-Chairs to support the committee, to be approved by a two-thirds majority of the P-members voting.

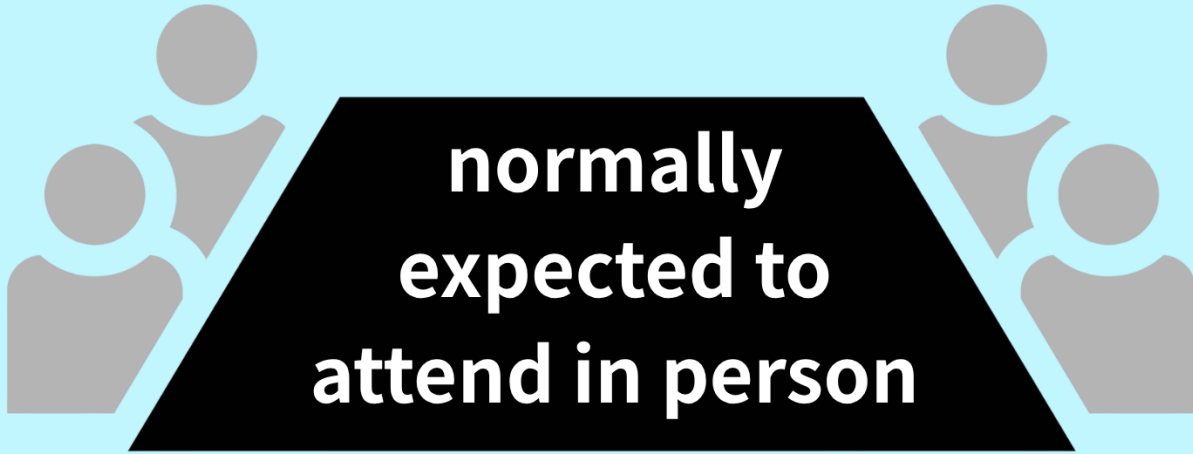
Committees have flexibility in defining a Vice-Chair's role, but responsibilities shall be substantive, not ceremonial, and clearly outlined when nominating a candidate.

The Chair remains responsible for the tasks of Chair, and the Vice-Chair cannot assume the Chair's responsibilities. Appointment as Vice-Chair does not guarantee succession to Chair.

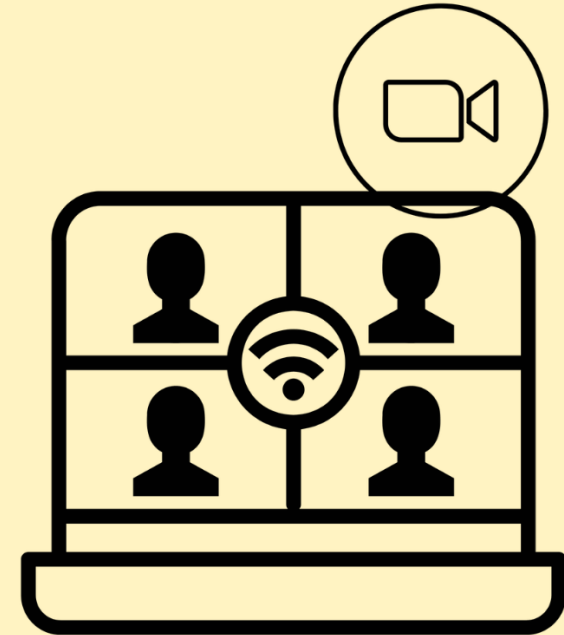
**remote participation
should be offered on a
best-effort basis**



**normally
expected to
attend in person**



face-to-face meetings



**participants attending
entirely online**

virtual meetings

5.1 Meeting types and basic principles

There are two types of meeting:

- face-to-face meetings, where participants attend in person at the location set by the host;
- virtual meetings, where participants attend entirely online.

For face-to-face meetings, remote participation **should** be offered. However, where the ability to provide effective remote access is impacted by local conditions, costs, technical capacity, and other practical constraints related to organizing the meeting, **it should be offered on a best-effort basis.** When a meeting is designated as face-to-face, participants are normally expected to attend in person.



5.1 [...] For virtual meetings, meeting times between 00:00 and 05:00 local time should be avoided. To support this objective, time zones and meeting time rotation shall be taken into account when scheduling, **so that any inconvenience is reasonably shared among participants.**

本掲載内容をご利用の際は出典(資料名、資料作成者、掲載URL)を
明記お願い致します

When using this material, please indicate the source (name of the material,
name of the author of the material, and URL of the material).

本掲載内容の一部および全てについて、
無断で編集、改変、販売、翻訳、変造を固く禁じます

Unauthorized editing, modification, sale, translation, or alteration of any part or all
of the contents of this material is strictly prohibited.

問い合わせ先 Contact point
一般財団法人日本規格協会
Japanese Standards Association
kokusai@jsa.or.jp

本文書は経済産業省の令和8年度の委託事業の成果です。 © 2026 JISC/JSA

