
Accredited Standards Committee*

INCITS, InterNational Committee for Information Technology Standards
INCITS Secretariat, Information Technology Industry Council (ITIC)

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INCITS B10.6 Card Physical & Magnetic Stripe Test Methods

TO: INCITS B10.6 Members
DATE: 29 March 2007
SUBJECT: Draft Agenda REV-2,
22 August 2007
UATP
1301 Pennsylvania Avenue NW, Suite 1100
Washington, D. C.
FROM: Terry Schindler, B10.6 Chair
ACTION: Review to be prepared for meeting

1. Opening remarks and introductions
 - a. Meeting guidelines (Anti-Trust) <http://ncits.org/inatrust.htm>
 - b. Meeting Documents
 - i. Change to document mailing lists
 - ii. B10.6 website: http://www.incits.org/tc_home/b106htm/b106tg.html
 - c. Self-introductions
2. Attendance and Membership
 - a. Introduction of new members
 - b. Members in jeopardy
 - c. Members who lost voting rights
 - d. Membership for this meeting
3. Approval of the Draft Agenda (B10.6 2007-48)
4. Approval of 2 May Minutes from Minneapolis, Minnesota (B10.6 2007-41)
5. General discussion verbal HoD report Kyoto / WG1 meeting minutes
 - a. B10.6-2007-47 HoD report WG1 Kyoto
 - b. 1N1682 WG1 minutes from Kyoto
6. Physical & Mag Stripe Ballots
 - a) SC: 17 N 3276
Ballot: ISO/IEC 7810 FPDAM 1 – Identification Cards – Physical Characteristics
Amendment 1: Criteria for Cards containing IC's.
SC/JTC 1 10/20/2007

i) HoD suggestion: B10.6 should discuss writing a position with guidelines of when test methods are appropriate to pull into ISO/IEC 7810 from all of the machine readable card technologies.

b) SC: 17 N 3275

Ballot: ISO/IEC FDIS 7811-8 – Identification cards – Recording technique – Part 8:
Magnetic stripes – Coercivity of 51,7 kA/m (650 Oe
SC/JTC 1 TBD

i) Discuss the timing for adding the extra peak test.

7. Transfer of RM7811-2 and RM7811-6

- a. Reference WG1 minutes and HoD report
- b. 1N1692 Q-Card 706229 Letter to WG1

8. Review WD7810

- a. 1N1685 7810_11

9. Discuss remaining action and changes to ISO/IEC 10373-1

- a) Action 2006-10/04: WG1 Experts are requested to obtain data relating to the new opacity test in ISO/IEC 10373-1 method so as to assist in establishing the ISO/IEC 7810 criteria. [continuing]
 - i) HoD suggestion: The USA should help with this if possible. WG1 is reluctant to close the action until more data is collected.
- b) 1N1626 ISO-IEC 10373-3 _E_ parts to be integrated into 10373-1.pdf
 - i) HOD suggestion: B10.6 should discuss writing a position with guidelines of when test methods from all of the machine readable card technologies are appropriate to pull into 10373-1.

10. Tactile Identifier CD 7811-9

- a. 1N1688 Kyoto 20070606 Japan response to US comment
- b. 1N1689 Braille dimension

11. Review US comments for WG1 in Berlin

12. New Items

13. Action list review

14. Other Business

- a. Thanks to meeting hosts – UATP
- b. WG1 meeting in Berlin 8 – 12 August
 - i. Candidates for delegates
 - ii. Volunteer for HoD

7.0 Future meetings

January 2008
Spring 2008
Summer 2008

Carson, California, MagTek
Need Volunteer
Need Volunteer

15. Adjournment

Annex A

	Mon Aug 20	Tue Aug 21	Wed Aug 22	Thu Aug 23
B10.1 IC w/Contacts			(25) 9am –12:00 pm	
B10.5 Contactless IC			(35) 1pm-4pm	
B10.9 Smart Card Interoperability		(45) 1pm – 5pm		
B10.3 Card Service Life	(25) 8am – 5pm	(25) 8am - 5pm		
B10.6 MS/Phys/TM/TFC			(25) 8am -12pm	
B10.8 Drivers License			No Mtg	
USA/RC			(5) 1-5pm	
B10 Plenary				(70) 8am – 11 am

Lunch Provided Wednesday 12-1PM
 Cocktail Reception Wednesday 6-8PM
 The Avenue Grille 1331 Pennsylvania Ave. NW

ANNEX A

Antitrust Guidelines

ITI counsel developed the INCITS Antitrust Guidelines for the protection of INCITS and INCITS Subgroup members on antitrust issues. INCITS and INCITS Subgroup members must follow the INCITS Antitrust Guidelines.

Anticipate Risks

INCITS and INCITS subgroup meetings must be conducted in a manner that avoids the appearance of conduct which might violate the antitrust laws. The harsh criminal penalties in the antitrust laws, for individuals as well as organizations, the high costs of defending antitrust suits, the diversion of resources from our important missions, and the risk of liability together mandate an understanding of, and respect for, the antitrust laws by INCITS and its members. Our objective is to create a climate where antitrust risks are both anticipated and avoided.

Consult Counsel

Legal counsel should be consulted prior to any discussion of actions which the staff or INCITS believes could raise antitrust issues, or which seem in any way to be questionable or out of the ordinary. It is counsel's job to advise INCITS on any matters that have legal significance. It is always better to ask.

Notice and Agenda

Each INCITS or INCITS subgroup meeting must be preceded by a notice to the members of the committee with a draft agenda. As required by INCITS procedures, the agenda must be approved at the beginning of the meeting and followed.

Conduct of Meetings INCITS policy requires the full-time attendance of a member of the INCITS staff at every meeting sponsored by INCITS, except where otherwise approved. All participants should be afforded an opportunity to present their views. Acting on behalf of INCITS, INCITS staff or an INCITS officer or subgroup officer have the responsibility to terminate any discussion, seek counsel's advice or, if necessary, terminate any meeting if the discussion might be construed to raise questions under the INCITS antitrust guidelines.

Minutes of Meetings

After each INCITS or INCITS subgroup meeting, concise minutes must be prepared that accurately describe the actions taken, the justification for those actions, and where appropriate, additional pertinent discussion. These minutes must be prepared by a member of the INCITS

staff or someone designated by an INCITS officer to prepare the minutes. When prepared by someone other than a member of the INCITS staff, the draft minutes shall be reviewed by the INCITS staff prior to distribution to the committee.

Sensitive Topics

With rare exceptions that should be made only upon the advice of INCITS counsel, there should never be discussion of the following topics at any INCITS or an INCITS subgroup meeting:

- Any company's prices or pricing policies;
- Specific R&D, sales and marketing plans;
- Any company's confidential product, product development or production strategies;
- Whether certain suppliers or customers will be served;
- Prices paid to input sources; or
- Complaints about individual firms or other actions that might tend to hinder a competitor in any market.

Standards

In INCITS sponsored committees related to standards, all relevant opinions should be considered and a sound technical basis for the INCITS position should be articulated. When participating in other standard-setting bodies on behalf of INCITS, INCITS representatives should be guided by both the letter and the spirit of the established procedures, which are designed to ensure that the process is open to all interested parties and standards are based on objective technical factors. INCITS members should voluntarily disclose any proprietary interest they may have in proposed standard in order to reduce the risk of antitrust liability.

Educational Presentations

Sharing non-proprietary information among competitors is generally lawful. Discussion should be limited to objectives, which promote overall consumer welfare. Exchanging proprietary information may not be appropriate, if the purpose or effect of the exchange is to lead to diminished competition in the marketplace.