

**CEN/ISSS/WS/eCAT 2nd Plenary
Cologne (Germany), 2003-10-10**

Titel: Minutes

Source: eCAT Secretariat TermNet.

Status: For approval

1 Welcome and Administration

The Chairman, Mr. Klaus-Dirk Schmitz, addresses welcome words to all participants followed by short self-presentations of each participant.

- The minutes of Plenary 2003 03 28 are approved as circulated.
- The Agenda of the 2nd Plenary is approved.
- The attendance list and apologies are located in Annex 2 of these minutes.

2 Presentation of W 1 (W 1.1 – 1.5), draft CWA

Mr. Hjulstad, Project Team Coordinator, gives an overview of W1 and welcomes feedback and comments from the participants. The Coordinator refers to the envisaged new eCAT project ePDC and feels that the classification part of the eCAT Workshop needs to be reviewed. Mr. Hjulstad suggests that the eCAT Workshop will produce ONE CWA comprising all tasks.

W1 will not be finalized by end of October, the time scale needs to be slightly corrected.

Mr. Beckmann, Project Team Member, gives a short report of W1.1 (Survey on existing eCatalogues in eBusiness – schemes, systems/tools, way of application). Phonecalls will continue until end of October; two weeks will be needed for closing his part. Mr. Beckmann presents some slides on the questionnaire (Survey for the usage of electronic product catalogues for eBusiness in Europe) and encourages all participants to fill it in. The questionnaire is available in the languages English, German, French and Spanish. It is located at <http://ecat.e-business.iao.fraunhofer.de>

Mr. van der Eijk, Project Team Member, gives a short report of W1.2 (Survey on existing major institutions/organizations supporting eCatalogue development in eBusiness and state-of-the-art in pertinent research). Geographical coverage has been investigated and is becoming more representative. A longlist of companies has been compiled but Mr. Van der Eijk has no concrete comments yet. His part of W1 will soon be finalized.

Mr. V. Schmitz, Project Team Member, gives a short report of W 1.3 (Analysis of existing eCatalogues) and refers to his presentation later on. He will consolidate the tables and finalize the analysis.

Mr. Pohn, presenting in the name of Project Team Member Mr. Ondracek, gives a short report of W1.4 (Analysis of the relation between (as well as application of) existing product classification schemes/product identification schemes and eCatalogues). Mr Pohn refers to the possible ePDC project and very much looks forward to the extension of the eCAT Workshop by ePDC.

The Project Team Coordinator Mr. Hjulstad encourages once again comments on the document. He offered to provide a .doc version at any time.

3 Reports on “Joint Study Seminar on Terminology and product-related multilingual content in eBusiness/eCommerce” and “Discussion on eBusiness related topics in the ISO/TC 37 Advisory Group meetings” Oslo, August 2003.

Mr. Galinski, Secretary of ISO/TC 37 “Terminology and other language resources” gives reports on both events.

Generally, there seems to be a lack of cooperation concerning content (catalogues, classification, etc.) in eBusiness and lack of research. There seems to exist for example a basic misunderstanding concerning ‘product catalogue’: dictionary and basic structures or data itself. ISO/TC37 sees a need for the harmonization of basic principles and requirements of multilingual e-catalogues and e-classification schemes. There is no general agreement on basic terms, such as “classification” or “hierarchy”. ISO/TC37 could work on these basic aspects of multilingual e-catalogues and e-classification schemes (horizontal aspects) in the form of a Working Group first of all defining the metadata and specifying basic data modeling principles; only then, interoperability between systems via metamodels can be secured. Cooperation with other ISO/TCs could and in fact will be envisaged, as cooperation is urgently needed. The recommendation to investigate the aspects “product classification”, “product cataloguing” and “XML schemes” in the field of eBusiness (with a view to data interoperability) was one of the outcomes of the Joint Study Seminar. The experience of fields, such as localization (adaption of information and product descriptions to local cultures, also in terms of multilinguality), internationalization (in the meaning of basic requirements for efficient localisation as well as for the culturally adapted design of products), terminology (data models, meta models) can contribute to find pertinent solutions.

Mr. Galinski states again the clear need for research in this field and informs about the establishment of a focus for studies concerning multilingual content management in e-business at the Fachhochschule Köln, as well as a service center for administration and private industry in this field.

In the following discussion, Mr. van der Eijk asks whether XML schemes can be used for harmonization eBusiness? Mr. Galinski puts forward the need to work on basic principles for the preparation of XML schemas.

4 Keynote Speech “BMEcat and its future development”, given by Mr Jörg Leukel (instead of Mr. Peter Mund, as announced in the Agenda).

Please go to <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download of the presentation.

Mr. Leukel is strongly involved in the development of BMEcat and expresses his hope to gain knowledge from the eCAT/WS.

5 Outline of W2 – Plans and concepts for a standardization strategy

Please go to <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download of the presentation.

Ms. Bodil Nistrup Madsen, Project Team Member, presents DANTERM, and gives an overview of W2. Ms. Madsen presents a meta-model framework and general aspects to be considered: multilinguality, localization, content management the methods developed in the field of terminology, UML, XML. Ms. Madsen states that central concepts, such as dictionary, taxonomy, vocabulary, hierarchy, classification, thesaurus, ontology, concept system need clarification and definition. How to define central concepts? Ms. Madsen presents examples of terminological concept systems.

6 Outline of W3 – Plans and concepts for pan-European implementation

Please go to <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download of the presentation.

Mr. Pohn represents Mr. Ondracek, Project Team member, and gives an overview of W3.

Part of W3 will be

- listings of persons/companies using and creating eCatalogues and implementing eCatalogue solutions
- eLearning/eTraining material (web-based, CD trainings, trainer-led courses)
- eLearning/eTraining implementation (identification of training partners, involving already running training projects, such as [eQual], eTTEC, universities, etc.)

Mr. Pohn suggests the creation of an online eCAT platform i.e. www.eCAT-initiative.com) with a focus on “success stories” and to launch eCAT conferences. Although the WS is called eCAT, the core concepts of the scope are interoperability and multilinguality. The W3 should support the European position, and Mr. Pohn suggests to change the name into CEN/ISSS/WS/ePDC.

7 Presentation NATO Codification System, given by Mr. Denis Lampron, Chief Codification Services Branch.

Please go to <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download of the presentation.

Mr. Galinski comments that a “fighter airplane” is not only an object but rather a whole system comprising componenets (and components of components), and asks how NATO deals with that? Mr. Lampron answers that this is part of NATO’s Business Process Development/ERP.

8 Presentation “Formats and Content in eCatalogues: A confusing linguistic mix up”, given by Mr. Volker Schmitz

Please go to <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download of the presentation.

During the Joint Study Seminar on which Mr. Galinski already gave a report, the participants had difficulties defining the term „eCatalogues“.

9 New Project Proposal ePDC “Global multilingual product description and classification for eCommerce and eBusiness”, presentation given by Mr. Raymond Betz, Vice Chairman.

Please go to <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download of the presentation.

Mr. Betz presents the new project plan for ePDC and states that the activities of PDCF (Product Description and Classification Forum) include 50 experts. PDCF will contribute to the new project ePDC. He informs about the opportunity he had to participate in the expert group of the EU Commission’s “B2B Internet Trading Platforms”. Sofar, the topic of small and medium-sized enterprises (SMEs) has not been touched during this plenary.

9.1 Is the CEN/ISSS/WS/eCAT willing to include the new project ePDC?

WORKSHOP APPROVAL: the participants agree

Mr. Ketchell, Director of CEN/ISSS, accepts in principle, but mentions that this approval will extend to the revised eCAT Business Plan and Terms of Reference of the new project. Generally speaking a Workshop is covering one single activity, but may deal

with several topics. The plenary meeting should ensure no overlaps and avoid conflicts between the two sets of projects.

9.2 Presentation of document 03/006

Ms. Gatti presents the document and expresses the need to appoint 3 experts and 1 convenor.

WORKSHOP APPROVAL: Continuation of CEN/ISSS/WS/eCAT with the new project ePDC.

9.3 Action Plan

Ms. Gatti explains the next steps (see also Annex 1 “action plan”):

- During the 2nd phase, the Work Items will be reviewed and the Call for Experts will be announced after this Plenary. Deadline for suggestions will be 2003-11-03, a selection panel will shortlist candidates, which needs approval (electronically) by the Workshop.

The appointment of the Project Team forms the start of work. Deadline for the set up of Expert Team is 17 November, 2003.

- Voluntary mandays: participants of WS or other experts will provide some days on a voluntary basis, which is not subject to the contract.
- The funding not yet being signed; the appointment of experts might be delayed 1-2 weeks. This should not prevent the experts from starting the project in November 2003.

Ms. Gatti proposes the selection panel to be composed of

- Workshop Chairman
- Workshop Vice Chair
- eCAT Secretariat
- Representative of CEN/ISSS

A formal approval is needed for the selection panel.

Ms. Gatti informs that some “mishaps” will be revised. Consolidations and corrections in the provided document 03/011 “Terms of Reference will be made and distributed electronically.

WORKSHOP APPROVAL: Agree to the Terms of Reference and to the Selection Panel.

9.4 Election of the Coordinator – Mr. Galinski suggests Mr. Raymond Betz, no other suggestions were made. Mr. Betz accepts to perform the function of Project Team Coordinator.

WORKSHOP APPROVAL: *Mr. Raymond Betz is Project Team Coordinator.*

9.4 Presentation of revised CEN/ISSS/WS/eCAT Business Plan (document 03/010):

Ms. Gatti presents the changes of the eCAT Business Plan.

WORKSHOP APPROVAL: *The revised eCAT Business Plan is accepted.*

9.5 Discussions:

Mr. Hjulstad, Project Team Coordinator, asks whether separate documents will be produced by eCAT and ePDC, and suggests to install

- 1 Convenor for the ePDC part of the eCAT Workshop
- 1 Chairman for the whole eCAT Workshop
- 1 PT Coordinator for the whole eCAT Workshop

Mr. Galinski asks whether to keep or change the Workshop name; Mr. Betz suggests a new name: eC&C (electronic Catalogues and Classification).

Mr. Ketchell mentions that it is purely voluntary to have a Convenor at all, but when coming to the end of the cataloging, it might be a good idea.

WORKSHOP APPROVAL: *To keep the title “eCAT” but to change its full title into CEN/ISSS/WS “multilingual e-cataloguing and e-classification in e-business”*

10 Update on CEN/ISSS related activities

Ms. Gatti feels that the timescale is getting tight and refers to her presentation available at <http://linux.infoterm.org/termnet-e/ecatsec.htm> for download.

11 Any other business

- Date of next Plenary: 2004-01-23, if possible at the same location. The secretariat will check and inform the Workshop. *In the meantime it was found out that the room will not be available on 23 January 2004, so the date was changed to 26 January 2003.*
- No reports from liaisons were given.

The Chair thanks the speakers, the participants, the CEN/ISSS and the WS Secretariat and closes the Plenary.

Annex 1 Action Plan**ACTION PLAN**

No.	Action	Who	Status	Deadline
1	To revise eCAT Time Scale	Mr. Hjulstad		At ePDC Project Team Kick-off meeting
2	Suggestion: to establish eCAT online platform, i.e. www.ecat-initiative.com	Mr. Pohn		End of eCAT part of Workshop
3	Call for ePDC Experts	CEN/ISSS		2003 11 03
4	Appointment of ePDC Experts	eCAT Secretariat		2003 11 17
5	Date for ePDC Project Team kick-off	eCAT Secretariat and Mr. Betz		November 2003

Annex 2 List of Participants

No	Name	Representing
1	BECKMANN Helmut	University of Stuttgart/ Fraunhofer IAO
2	BETZ Raymond	eCAT Vice Chair/ Solvay eEnterprise Services
3	BLACK Andrew	EDIFICE
4	DORLOFF Frank Dieter	University of Essen & Duisburg
5	DRAME Anja	TermNet® - International Network for Terminology
6	EIJK van der, Pim	Sonnenglanz
7	GALINSKI Christian	TermNet® - International Network for Terminology
8	GATTI Barbara	eCAT Manager/CEN/ISSS
9	HJULSTAD Håvard	eCAT Project Team Coordinator/ ISO TC 37
10	HOEVEL Albert	DIN
11	HULLOEN Kjell	Evje Development
12	JURKOWSKI Sven	Requisite Technology GmbH
13	KETCHELL John	Director, CEN/ISSS
14	KETT Holger	University of Stuttgart/ Fraunhofer IAO
15	LAMPRON Denis	NATO Maintenance and Supply Agency
16	LEUKEL Jörg	University of Essen & Duisburg
17	LINDQUIST Eva	eCAT Secretariat/TermNet®
18	MAAS André	NCB
19	MADSEN Bodil Nistrup	DANTERM/ Copenhagen Business School
20	McINERNEY John	Uniform Code Council, Inc (UNSPSC)
21	MOREL Loic	NCB
22	NAWRAT Fabienne	TermNet® - International Network for Terminology
23	OESTREICH Thomas	Requisite Technology GmbH
24	OHARA Shinichi	EA-ECA (East Asia Electronic Commerce Ass.)
25	PILLAI Balan	Wirile Oy Helsinki
26	POHN Reinhard	Paradine TKS
27	RAUPACH Inke	TermNet® - International Network for Terminology
28	ROSAN Karlheinz	Siemens Corporate Standardization & Regulation
29	SCHÄFFER Heinz	AXA Insurance
30	SCHMITZ Klaus-Dirk	eCAT Chair, University of Applied Sciences Cologne
31	SCHMITZ Volker	University of Essen & Duisburg
32	SCHRANZ K	Proficlass
33	SIMONSEN Helge G.	ECCMA Europe
34	SVENDSEN John S.	ECCMA Europe
35	WILLE Jack	JW Data Consulting
36	WOHLSCHLEGEL Werner	EU Commission