TO THE CHAIRS, COMMITTEE MANAGERS AND CONVENORS OF ISO COMMITTEES AND WORKING GROUPS

Ref. TMB
Date: 2019-11-20

RESPECTING THE ISO CODE OF CONDUCT IN ISO COMMITTEES AND WORKING GROUPS

Dear Committee Leaders,

The Technical Management Board (TMB) recently revised the ISO Code of Conduct (Code) and has asked the ISO technical community to communicate and enforce its use.

The Code has been added as a standing agenda item to the meeting agenda template.

In 2019 and 2020 the contents of the Code shall be discussed at all committee and working group meetings. The Code should be explained to all participants, underlining the obligation to comply with its provisions. A presentation has been prepared to facilitate the communication of the Code.

Links to the latest edition of the Code and the presentation have been added to the Notice of meeting/Draft agenda template that is available on iso.org/forms. All committee managers should ensure they use this new template when preparing the agenda for a meeting.

After 2020, only new committees or working groups will be required to include a discussion of the Code at their first meeting. Existing committees and working groups will only need to remind their participants of their obligation to comply with the Code at each meeting.

The Code applies to all actors in the ISO technical work and is not limited to what occurs in a meeting, but also to what may occur during breaks, social events, between meetings, by correspondence and in social media. At physical meetings, the Code should be attached to the meeting attendance lists which are circulated for signature by attendees.

The Code and the presentation are available in our Resource library.

We appreciate your help in communicating and implementing the Code to ensure a respectful and enabling environment in the ISO standards development community.

Yours sincerely,

Antoine Morin
Secretary of the Technical Management Board