

**Draft Meeting Minutes**

**PDF-Archive Meeting**

**April 7, 2005**

**Adobe Offices  
8201 Greensboro Drive Suite 1000  
McLean, VA 22102**

**1. Welcome and Introductions**

Mr. Stephen Levenson called the meeting to order at 9:15 a.m.

The following participated in the meeting:

Mary Abbott	NPES
Steve Abrams	Harvard
John Capuso	Visioneer
Jane Cohen	DTIC
Betsy Fanning	AIIM
Scott Foshee	Adobe
Ken Haller	EDS
Noah Katz	Aspen
John Iobst	NAA
Butch Lazorchak	Library of Congress
Steve Levenson	US District Courts
Chris Patel	EMC
Susan Sullivan	NARA
Melonie Warfel	Adobe

**2. Approval of Draft Agenda, April 7-8, 2005 (PDF/A 2005-001)**

The draft agenda for the April 7-8, 2005 meeting (PDF/A 2005-001) was approved with modifications to move the discussion of the U.S. delegation to the Hamburg meeting moved to an earlier part of the meeting and item 5 discussion of 1.5 and 1.6 new features. (Iobst/Cohen)  
Unanimous approval.

**3. Approval of Draft Meeting Minutes, January 6, 2005 (PDF/A 2005-002)**

The draft meeting minutes for the January 6, 2005 meeting (PDF/A 2005-002) were approved as presented. (Iobst/Showalter)

**4. US Delegation to TC 171 Meeting in Hamburg**

The following will comprise the US delegation to the TC 171 meeting in Hamburg:

Mary Abbott

Steve Abrams  
Scott Foshee  
Dave McDowell  
Macduff Hughes  
Chris Patel  
Paul Showalter  
Susan Sullivan  
Melonie Warfel

The US Delegation will meet the night before the WG meeting in the hotel lobby at around 5 p.m. local time. After the meeting, the delegation will go to dinner together. A confirmation email will be distributed as we learn of the arrival times.

## **5. Review of US Comments for DIS**

It was noted that there are TAGs from 4 TCs involved in developing the US response. The "Secretariat Observations" are shown on the document reviewed at this meeting for the purpose of developing not only the official US response, but also the position the US should take when reviewing the comments at the ISO meeting. The US response to ISO through ANSI will not include the comments in the "Secretariat Observations" column.

US1. (Appendix) Agreed as stated.

US2. (Introduction) Agreed as stated.

US3. (Introduction) The web pages are now available. The comment will not be sent forward as part of the US ballot.

US4. (Introduction) Comments will be forwarded as part of the US ballot to provide the correct URLs.

US5. (Introduction) Proposal is too general. The comment will not be sent forward as part of the US ballot.

US6. (Introduction) Comment will go forward as an editorial comment.

US7. – 9. (IP) Comments were combined into a single comment to address both PDF and XMP. It was noted that the comment specifically references the Adobe Reader, which is currently free, but is not assured to be free in the future. It was felt there should be no encumbrances placed on implementations. This comment came from someone who has not been involved in the process. The committee feels the commenter is confusing Adobe PDF Reference with applications that are built based on the PDF Reference.

The question was raised regarding any patent issues that may be tied to XMP. It was felt it may be possible to update the XMP specification to include an IP statement similar to that included in PDF Reference. Adobe (Ms. Warfel) will follow up with Adobe on this matter. XMP information will need to be added. It was agreed that the ISO boilerplate language will be included, followed by the following:

"This part of ISO 19005, in conjunction with PDF Reference and XMP Specification, January 2004, provides sufficient information to interpret any conforming PDF/A file. PDF Reference

contains a statement from Adobe Systems Incorporated concerning its intellectual property and its willingness to allow perpetual, royalty-free, non-exclusive use of that property in order to promote the use of PDF. Adobe has provided ISO with a similar statement relating to XMP Specification. In general, anyone may use PDF Reference and XMP Specification to create applications that read, write, or otherwise process PDF/A files."

"Patent claims regarding applications that read, write, or otherwise process PDF/A files are outside the scope of this International Standard."

US10. (6.2.3.3) No specific recommendation was provided for this technical change. The comment will not be sent forward.

US11. (6.3.3.3) Agreed as stated and comment moves forward.

US12 (6.3.4) Agreed as stated and comment moves forward.

US13 (6.3.8) Agreed as stated and comment moves forward.

US14 (6.3.8) Agreed as stated and comment moves forward.

US15 (6.3.8) Agreed as stated and comment moves forward.

US16 (6.4) Agreed to move comment forward with wording from Macduff Hughes.

US17 (6.5.3) Agreed as stated and comment moves forward.

US18 (6.7.1) Agreed as stated and comment moves forward.

US19 (6.7.2) Agreed as stated and comment moves forward.

US20 (6.7.3) Agreed as stated and comment moves forward.

US21 (6.7.8) Agreed as stated and comment moves forward as an editorial change.

US22 (6.7.8) Agreed as stated and comment moves forward. The comment is technical but not substantive, since it did not adequately describe the intent of the committee.

US23 (6.7.8) This comment will be combined with US22.

US24 (6.7.11) This comment will not be sent forward but will be merged with the other comments on 6.7.8.

US25 (6.7.1) Agreed as stated and comment moves forward.

US26 (6.8.4) This comment will not be sent forward.

The US vote will be sent in between May 10 and 12. Adobe and AIIM will work together to ensure that AIIM and ISO have copies of letters from Adobe and to find out if XMP's foreword will be revised.

## **6. Review List of PDF Reference 1.5 and 1.6 Features**

The following features will be included in the next version of ISO 19005:

- Interactive forms & JavaScript
- Digital signatures
- JPEG 2000
- Layers
- Non-rendered content (marked up content similar to schemas and style sheets) (done with newspaper archives – will put into binary format) Capture raw data with the tags.
- 3D
- XML
- Security
- JavaScript – general
- JavaScript – specific use
- Encryption
- Validation
- Certification
- Colour
- Encapsulate
- Character spacing
- Incremental Saves (versioning)
- Embedded files
- Links/hyperlinks
- Hairlines

A small work team was formed to review the features list and identify features to allow and those that should be prohibited. Participants include:

Macduff Hughes  
NARA  
Paul Showalter  
Butch Lazorchak/Bill LeFurgy  
National Library of Medicine  
Ken Haller  
Noah Katz  
Steve Levenson  
Steve Abrams

The goal or purpose of the next version is to broaden the class of documents for PDF/A documents and to preserve the information resulting from advanced features available in PDF.

The existing scope will be retained but brought up to PDF Reference 1.6.

ISO 19005-2 will focus on bringing ISO 19005-1 up to 1.6 on as many features as long as they do not change the focus of static documents.

ISO 19005-3 will focus on other features.

Both documents will be developed simultaneously.

The committee discussed digital signature and issues with validation. They also discussed the technical report that will cover how PDF/A will fit as tool in a records management application.

#### **7. Work on Applications Notes and Technical Report Definition**

Adobe will work on these with the assistance of a third party, Susan Sullivan and Steve Abrams.

An implementation tool kit is needed and that may require a license.

There is a potential to have multiple sections or documents to address the application notes for the various audiences or records managers, developers, etc.

#### **8. New Business & Next Steps**

The next meeting will take place in Germany the night prior to the WG meeting. A conference call will take place 1-2 weeks following the meeting to let everyone know how the meeting went. October 11-12 will be the next meeting of the committee and will take place in the Washington Metro area.

#### **9. Adjournment**

The meeting adjourned on April 7, 2005 at 4:30 p.m. (Iobst/Sullivan)