

Draft Meeting Minutes

PDF-Archive Meeting

March 23, 2004

Conference Call

1. Welcome and Introductions

Mr. Stephen Levenson called the meeting to order at 10:35 a.m. on Tuesday, March 23, 2004. All participants were welcomed and asked to introduce themselves. Those participating in the conference call meeting included:

Mary Abott	NPES
Dimitri Andivahis	Security
Stephen Abrams	Harvard University Library
Morgen Dailey	NPES
Betsy Fanning	AIIM International
Scott Foshee	Adobe Systems Incorporated
Macduff Hughes	Adobe Systems Incorporated
Jinsoo Kim	Image Solutions
Steve Levenson	Administrative Office U.S. Courts
David Luce	Schering-Plough
Pamela Mason	NARA
William Neale	eVisory Consulting
Susan Sullivan	NARA
Victor Votsch	Appligent
Fred Walker	National Library of Medicine
Melonie Warfel	Adobe Systems Incorporated

2. Approval of the Draft Meeting Agenda, March 23, 2004 (PDF-A 2004-004)

The March 23, 2004 meeting agenda (PDF-A 2004-004) was approved. (Neale/Foshee)

3. Approval of the Draft Meeting Minutes, January 27-28, 2004 (PDF-A 2004-003)

The approval of the draft meeting minutes for the January 27-28, 2004 meeting was postponed. A letter ballot will be conducted to approve the minutes.

4. Head of Delegation Report on ISO TC 171 SC2 WG5 Meeting in New York City

Mr. Foshee reported that the U.S. TAG met on Sunday afternoon prior to the meeting and each evening to review the U.S. position. In addition to the U.S. position, they reviewed the other member body comments. The U.S. went into the meeting wanting to press ahead and move the document to the Draft International Standards (DIS) stage but the consensus became apparent that a second CD (Committee Draft) ballot would be required.

A revised version of the document will be circulated to those who attended the New York meeting. After a few weeks of review by this informal group, the resulting document will be circulated for a 3 month CD ballot to the full distribution. Technical comments at this time are still welcome.

The International committee revised the schedule so that the expected completion of the document will come next spring rather than the end of December 2004.

5. Document Status and Technical Report

Mr. Hughes reported on the major issues discussed during the TC 171 SC2 WG5 meeting. These included the following:

1. Prohibition of the Info Dictionary will be removed to allow for use of the Info Dictionary. This will require an exact match between the corresponding PDF and XMP keys. The Germans agreed to provide text for this portion of the standard.
2. Annotations – Germany proposed some very good restrictions.
3. Output Intent – Germany proposed to make this mandatory. After discussions, no changes were made. OutputIntent must use GTS_PDFA. There may also be other OutputIntents but all must use the same profile, if they use a profile. The text should state that this is not intended for color and refer to the PDF-X specification.
4. Break the document into more levels.

Other technical changes discussed at New York City included:

- Section 3.6 - Allowing linefeed as EOL marker.
- Section 5.2 - Clarify "no data before header" means the % character goes at byte 0 of the file
- Section 5.6 - Data between ENDOBJ and start of the next OBJ is now unrestricted
- Removed restrictions on octal strings
- Remove restrictions on hexadecimal strings
- Clarify section 5.8 to remove restrictions on beginning of the stream as they had no effect
- Section 5.11 remove restrictions on ASCII85Decode and ASCIIHexDecode

- Clarify that EmbeddedFiles are not allowed.
- Section 6.2.4, delete the second bullet about RGB, as there is no special treatment for the colorants Red, Green, Blue
- Change prohibit legacy ways of including PostScript and ban the 'PS' operator from content streams
- Clarify that all color restrictions apply to annotations as well as page content streams
- Section 7.3.1, clarify that Identity CMaps are always allowed
- Section 9.3, annotation flags will be changed to require Print=1, Hidden=Invisible=NoView=0; also change so if an annotation dictionary contains an AP dictionary with more than one entry, then the AS key shall have a value that matches one of the keys in the AP dictionary
- Section 9.3 will also be changed to state that if an annotation specifies color with C or IC then the document must have an OutputIntent that is RGB
- Section 11.2 will be clarified so that metadata stream dictionaries shall not contain the /Filter key
- Section 11.7 will have restrictions added on how to extend metadata for full conformance only
- Section 11.9 will be changed to allow multiple values for xmp:Title for a font for full conformance
- Section 11.10 is being rewritten
- Section 4 – the JWG agreed to accept the US proposal to rewrite this section
- Annex A – It was agreed to delete this annex since the info dictionary was allowed. A new annex was proposed that would be Normative
- New Annex – the French proposed a new annex that would identify all the prohibits

The committee agreed to change the title to include the version/release of the PDF Reference that was used as the baseline for the standard. The title will now have 'PDF 1.4' in it.

6. Next steps

The next meetings for the U.S. delegation were discussed. At the New York City meeting, the following was agreed upon for the project timetable:

Revised draft and disposition of comments to be sent to Secretariat for circulation to attendees at the NYC meeting	March 31
Pre-CD review to those at NYC meeting	2-3 weeks
Revised draft to Secretariat	Friday, May 28
2 nd CD ballot to be sent out	Tuesday, June 2
Consolidation of comments to be distributed to national bodies to allow time for review prior to the October meeting.	Sept. 9

The next International meeting is scheduled for October 4 and 5 in London. Tentative venue for the meeting is the National Archives in Kew.

Based upon the project timetable, the following tentative meetings were discussed:

Mid-August – US meeting in the Washington, DC area to finalize the US comments
September 13 either a face-to-face meeting or a conference call meeting to discuss the comments from the other national bodies

AIIM Staff will discuss exact meeting dates with Mr. Levenson, Mr. Abrams and Mr. Foshee as well as others so that we hold the meeting while the CD ballot is about 2/3 to ³/₄ of the way through to due date.

AIIM Staff will assist Mr. Abrams on reminding those that had volunteered to draft text to get the text to Mr. Abrams in a timely manner.

The initial tentative U.S. delegation to the October meeting in London will consist of :

Mary Abbott
Dave McDowell
Scott Foshee
Macduff Hughes
Susan Sullivan
Steve Abrams

As we get closer to the meeting, AIIM staff will obtain firm commitments for attending the meeting.

7. Adjournment

The meeting was adjourned at 11:20 a.m. (Abbott/Votsch)