

Fairhall, Lisa

From: Betsy Fanning <BFANNING@AIIM.ORG>
Sent: Tuesday, May 26, 2015 5:41 PM
To: Creagan, Tim
Cc: Duff Johnson; Cherie Ekholm
Subject: ISO 14289-1 (PDF/UA-1)

Dear Sirs,

It is with pleasure that I announce to you and the U.S. Access Board that AIIM will be adopting ISO 14289-1 as a nationally adopted international standard (ANSI/AIIM/ISO 14289-1). The Nationally Adopted Standard will be made available to the public at a much reduced price of \$15 via the AIIM website once it has been adopted. There are several approval steps that we must go through to adopt the standard.

The following is an approximate timeline for the adoption of the standard. (The dates are subject to change and may move up so the standard may be adopted sooner.)

- Issue ANSI Project Initiation Notification Form to ANSI – Complete (Must wait a month)
- Issue ballot to the US Committee for adoption approval - 3 week ballot to commence June 1
- Issue ballot to AIIM Standards Board for adoption approval – 3 week ballot to commence June 29
- Issue ballot to AIIM consensus body and for AIIM Membership comment – 45 days to commence July 27
- Issue ANSI Board of Standards Review form to ballot the document to ANSI Federation – 45 days to commence July 27
- Resolve any ballot issues
- Cover Design work
- Issue ANSI Board of Standards Review form to summarize consensus vote and obtain approval date – It can take ANSI up to 60 days to grant approval to publish
- Publish ANSI/AIIM/ISO 14289-1 and post on AIIM.org site for purchase and download – Dependent on approval from ANSI but expect by October 19, 2015

If you have any questions regarding this information, please feel free to contact me.

Betsy

Betsy A. Fanning, CIP
Director, Standards



CERTIFIED
INFORMATION
PROFESSIONAL

AIIM – Find, Control, and Optimize Your Information
1100 Wayne Avenue, Suite 1100, Silver Spring, MD 20910
Direct Tel: 301.755.2682 | Direct Fax: 240.494.2682 | Mobile: 571-218-9817
Main Tel: 301.587.8202 | Main Fax: 301.587.271
Twitter - bfanning | Skype: betsy.fanning
Join me on LinkedIn at <http://www.linkedin.com/in/betsvfanning>

Baquis, David

From: Baquis, David
Sent: Tuesday, June 09, 2015 4:00 PM
To: FOIA
Cc: mazz@access-board.gov
Subject: Regarding FOIA FW: Making the standards "reasonably available"

From: Tim Dovan [mailto:TDovan@ansi.org]
Sent: Tuesday, May 26, 2015 4:53 PM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Hi David,

Please review, sign and return the letter agreement to us and we will provide a watermarked copy of the ISO 14289-1 to you. You can then distribute the standard to the people wishing to comment.

Best regards,
Tim Dovan
Director, Customer Service
ANSI
tdovan@ansi.org
212-642-8910

From: Baquis, David [mailto:baquis@access-board.gov]
Sent: Tuesday, May 26, 2015 3:50 PM
To: Tim Dovan
Subject: RE: Making the standards "reasonably available"

Hi Tim,

A couple days left in our comment period. Just checking one last time, if it would be possible for ANSI to send out the standard directly to the email addresses provided. Thank you.

David Baquis

Accessibility Specialist

U.S. Access Board

202-272-0013

From: Baquis, David
Sent: Friday, May 22, 2015 10:38 AM
To: 'Tim Dovan'
Subject: RE: Making the standards "reasonably available"

Ok, at this point we are not pressing for a read-only version, but why can't you send out the watermarked copy, just as you would have us do?

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Crystal.Jones@ed.gov

Daniel.Kinnunen@dfps.state.tx.us

Carl Malamud carl@media.org

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Hello Tim:

Thank you for your interest in making the ISO 14289-1 (2014) standard reasonably available. We are happy to answer your questions.

1.) *Define how the Access Board plans to use the standard.*

We have referenced the ISO 14289-1 (2014) standard by name in our Notice of Proposed Rulemaking on Information and Communication Technology. You may read it online. See E102.6 and C102.6:
<http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-ict-refresh/proposed-rule/text-of-the-proposed-rule>.

2.) *Who will be using the standard?*

The proposed standard is available for anyone to read and comment on. We are interested in receiving comments from a variety of stakeholders including disability groups, federal agencies and manufacturers.

3.) *Over what period of time will the ISO standard be available for the comment period?*

Our comment period is 90 days. It has already begun and will end on May 28, 2015.

4.) *How will the Access Board protect the document from copyright infringement and piracy?*

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We thank you for your request.

As you are located in the United States, I invite you to contact your national ISO member, ANSI, and in particular our colleague Mr Tim Dovan at tdovan@ansi.org. He will be able to assist you with your request.

Best regards,

Leila Esteban (Mrs)

Customer Service assistant

ISO Central Secretariat

1, ch. de la Voie-Creuse

P.O. Box 56

CH-1211 Geneva 20

E-mail customerservice@iso.org

Tel. +41 22 749 0888

Fax +41 22 749 0947

Web www.iso.org

From: Customerservice

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<http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-ict-refresh/proposed-rule/text-of-the-proposed-rule>.

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Regards,

David Baquis

David Baquis

Accessibility Specialist

U.S. Access Board

202-272-0013

From: Tim Dovan [<mailto:TDovan@ansi.org>]

Sent: Friday, March 13, 2015 4:37 PM

To: Baquis, David

Subject: FW: Making the standards "reasonably available"

Dear David,

In order for ISO to allow the ISO 14289-1 to be "reasonably available", they have requested the following information in written format: Please define how the Access Board plans to use the standard, who will be using the standard, how will the Access Board protect the document from copyright infringement and piracy and over what period of time will the ISO standard be available for the comment period. Please let me know if you have any questions.

Best regards,

Tim Dovan

Director, Customer Service

ANSI

tdovan@ansi.org

212-642-8910

From: Copyright [<mailto:copyright@iso.org>]
Sent: Thursday, December 04, 2014 6:47 AM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Dear David,

We thank you for your request.

As you are located in the United States, I invite you to contact your national ISO member, ANSI, and in particular our colleague Mr Tim Dovan at tdovan@ansi.org. He will be able to assist you with your request.

Best regards,

Leïla Esteban (Mrs)

Customer Service assistant

ISO Central Secretariat

1, ch. de la Voie-Creuse

P.O. Box 56

CH-1211 Geneva 20

E-mail customerservice@iso.org

Tel. +41 22 749 0888

Fax +41 22 749 0947

Web www.iso.org

From: Customerservice

Sent: 2014-12-01 9:50 AM

To: Copyright

Subject: FW: Making the standards "reasonably available"

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Our general counsel’s office recommended that I reach out to you to see if you would be interested in making this ISO standard available online in a read-only format only during our NPRM comment period which will either be 60 days or 90 days in early 2015. Please let me know what you think.

Regards,

David

David Baquis

Accessibility Specialist

U.S. Access Board

202-272-0013



American National Standards Institute

May 15, 2015

Mr. David Baquis
United States Access Board
1331 F Street NW, Suite 1000
Washington, DC 20004-1111
baquis@access-board.gov

Dear Mr. Baquis:

We are pleased to offer the United States Access Board ("Access Board") a letter agreement to distribute watermarked copies of ISO 14289-1:2014 (the "Standard") in regards to its proposed updating and revision of "Information and Communication Technology (ICT) Standards and Guidelines".

ANSI shall provide The Access Board a watermarked copy of ISO 14289-1:2014. The Access Board shall distribute this watermarked copy of the Standard to only those persons defined as stakeholders (persons within manufacturing, disability groups and federal agencies) and requesting to review the Standard as part of the review process for the proposed "Information and Communication Technology (ICT) Standards and Guidelines".

The distribution of the Standard shall cease with the end of the commenting period of May 28, 2015.

The letter agreement is non-transferable and can only be used by the Access Board for the above-stated purpose. The letter agreement does not apply to subsequent amendments or substitutions to the Standard.

If the above terms and conditions meet with your approval, please return a signed copy of this agreement to the attention of Tim Dovan at tdovan@ansi.org. Upon my receipt of this signed agreement, ANSI will provide David Baquis of the Access Board a watermarked copy of the Standard.

Sincerely,

George A Gulla

George Gulla
Vice President, Publication Sales

Agreed to by United States Access Board:

(Signature of person authorized)

Date

(Print name and title of authorized person)

Baquis, David

From: Baquis, David
Sent: Tuesday, June 09, 2015 3:58 PM
To: FOIA
Cc: mazz@access-board.gov
Subject: Regarding FOIA FW: Making the standards "reasonably available"

From: Tim Dovan [mailto:TDovan@ansi.org]
Sent: Wednesday, May 06, 2015 10:44 AM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Hi David,
We might have found a solution to making the ISO 14289-1 available as read only. I will know at the beginning of next week on how to proceed. How many people have requested a copy of the standard?

Best regards,
Tim Dovan
Director, Customer Service
ANSI
tdovan@ansi.org
212-642-8910

From: Baquis, David [mailto:baquis@access-board.gov]
Sent: Monday, May 04, 2015 12:24 PM
To: Tim Dovan
Subject: RE: Making the standards "reasonably available"

Hi Tim,

It has been a month now. Any progress? Our comment period ends on May 28th, so time is of the essence. Thanks.

David Baquis

Accessibility Specialist

U.S. Access Board

202-272-0013

From: Tim Dovan [<mailto:TDovan@ansi.org>]
Sent: Wednesday, April 01, 2015 1:42 PM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Hi David,

ANSI does not have a delivery system for read only documents at this time. One option might be to give you a watermarked copy of the standard for you to deliver to these inquiries. We are working on the wording for the agreement. We will be in contact.

Best regards,

Tim Dovan

Director, Customer Service

ANSI

tdovan@ansi.org

212-642-8910

From: Baquis, David [<mailto:baquis@access-board.gov>]
Sent: Tuesday, March 24, 2015 9:56 AM
To: Tim Dovan
Subject: RE: Making the standards "reasonably available"

Hi Tim,

Most of the standards referenced are available free online. However, HFES will be emailing the standard as an attachment if anyone requests it from them. TIA said that they put instructions on their site for how to ask them for a copy. And IEEE said that they would put a read-only version on their website. This is all limited to the 90 day comment period.

Regards,

David

David Baquis

Accessibility Specialist

U.S. Access Board

202-272-0013

“Thank you for your questions concerning Section 508 of the Rehabilitation Act Amendments of 1988. Section 508 authorizes the Access Board to provide technical assistance to individuals and Federal departments and agencies concerning the requirements of this section. This technical assistance is intended solely as informal guidance and is not a determination of the legal rights or responsibilities of entities subject to Section 508.”

Visit our website and sign up for one of our [free webinars](#).

From: Tim Dovon [<mailto:TDovon@ansi.org>]

Sent: Tuesday, March 24, 2015 8:58 AM

To: Baquis, David

Subject: RE: Making the standards "reasonably available"

Hi David,

How are the other standards accessed by the people reviewing and commenting? I could not locate the other "reasonably available" standards that are part of the comment period.

Best regards,

Tim Dovon

Director, Customer Service

ANSI

tdovan@ansi.org

212-642-8910

From: Baquis, David [<mailto:baquis@access-board.gov>]
Sent: Tuesday, March 17, 2015 1:54 PM
To: Tim Dovan
Subject: RE: Making the standards "reasonably available"

Hello Tim:

Thank you for your interest in making the ISO 14289-1 (2014) standard reasonably available. We are happy to answer your questions.

1.) Define how the Access Board plans to use the standard.

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202-272-0013

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ISO Central Secretariat

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202-272-0013

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David Baquis

Accessibility Specialist

U.S. Access Board

202-272-0013

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From: Baquis, David
Sent: Tuesday, June 09, 2015 3:51 PM
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Subject: Regarding FOIA FW: Making the standards "reasonably available"

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Subject: Regarding FOIA FW: Making the standards "reasonably available"

From: Baquis, David
Sent: Monday, December 08, 2014 3:22 PM
To: 'Tim Dovan'
Subject: RE: Making the standards "reasonably available"

FYI, Here is an example of how one standards development organization made an accessibility portion of their standard available to the public, in response to a different Access Board rulemaking. (In this case, it is a permanent page.) <http://www.aami.org/he75/>

David Baquis
Accessibility Specialist
U.S. Access Board
202-272-0013

From: Tim Dovan [<mailto:TDovan@ansi.org>]
Sent: Friday, December 05, 2014 11:03 AM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Dear Mr. Baquis,
What is the NPRM on ICT?

Best regards,
Tim Dovan
Director, Customer Service
ANSI
tdovan@ansi.org
212-642-8910

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Hello Tim:

Can you help? Thanks.

David

David Baquis

Accessibility Specialist

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Hello Mr. Dovan,

Thank you for getting back to me. We are in the midst of updating accessibility standards for information and communications technology (ICT). Our next step is to publish a Notice of Proposed Rulemaking (NPRM). Here is a link about that subject: <http://www.access-board.gov/guidelines-and-standards/communications-and-it/about-the-ict-refresh>.

Would ANSI/ISO be willing to make a copy of the PDF standard cited below available on your website free of charge in a read-only format for public inspection during the comment period?

Eagerly looking forward to hearing from you.

Regards,
David

David Baquis
Accessibility Specialist
U.S. Access Board
202-272-0013

From: Tim Dovan [<mailto:TDovan@ansi.org>]
Sent: Friday, December 05, 2014 11:03 AM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Dear Mr. Baquis,
What is the NPRM on ICT?

Best regards,
Tim Dovan
Director, Customer Service
ANSI
tdovan@ansi.org
212-642-8910

From: Baquis, David [<mailto:baquis@access-board.gov>]
Sent: Thursday, December 04, 2014 10:49 AM
To: Tim Dovan
Subject: FW: Making the standards "reasonably available"

Hello Tim:

Can you help? Thanks.

David

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Accessibility Specialist

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Sent: Thursday, December 04, 2014 6:47 AM
To: Baquis, David
Subject: RE: Making the standards "reasonably available"

Dear David,

We thank you for your request.

As you are located in the United States, I invite you to contact your national ISO member, ANSI, and in particular our colleague Mr Tim Dovan at tdovan@ansi.org. He will be able to assist you with your request.

Best regards,

Leïla Esteban (Mrs)

Customer Service assistant

ISO Central Secretariat

1, ch. de la Voie-Creuse

P.O. Box 56

CH-1211 Geneva 20

E-mail customerservice@iso.org

Tel. +41 22 749 0888

Fax +41 22 749 0947

Web www.iso.org

From: Customerservice

Sent: 2014-12-01 9:50 AM

To: Copyright

Subject: FW: Making the standards "reasonably available"

The Access Board is looking forward to publishing its NPRM on ICT accessibility soon. We intend to reference the following ISO standard: ISO 14289-1 (2012) Document management applications — Electronic document file format enhancement for accessibility — Part 1: Use of ISO 32000-1 (PDF/UA-1).

Something new came up recently. The Federal Register, where we will publish the standard, issued a new regulation which requires that we describe in our preamble our efforts to make the referenced standards “reasonably available” to the public. This rule came out of a complaint from someone who wanted all referenced standards published in the Federal Register to be free of charge.

Our general counsel's office recommended that I reach out to you to see if you would be interested in making this ISO standard available online in a read-only format only during our NPRM comment period which will either be 60 days or 90 days in early 2015. Please let me know what you think.

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Subject: FW: Making the standards "reasonably available"

From: Baquis, David [<mailto:baquis@access-board.gov>]
Sent: 2014-11-28 6:06 PM
To: Customerservice
Subject: FW: Making the standards "reasonably available"

From: Baquis, David
Sent: Friday, November 28, 2014 12:03 PM
To: 'Lémiah BARIOUT'
Subject: Making the standards "reasonably available"

Hello Lemiah: