ebIX® Technical Committee (ETC) - Terms of reference

1 Introduction

The ebIX Technical Committee (ETC) is a permanent working group under ebIX® Forum. The group is responsible for the technical part of the standards and ebIX® Forum can authorise it to approve modifications to the standards.

2 Relationship between ETC and ebIX® Forum

- The work of ETC is done under ebIX® Forum supervision.

- The ETC is funded by ebIX® Forum.

- The ebIX® Forum defines the tasks and projects carried out by ETC.

- ETC may review and comment on project proposals from the member of ebIX® Forum before presentation for the ebIX® Forum.

- ETC will review and comment all results from ebIX® projects before they are presented to the ebIX® Forum.

- Minutes from meetings in ETC should be distributed to participants at the meeting and members of ETC.

- ETC should inform the ebIX® Forum of the work carried out in the latest period on each meeting of the ebIX® Forum.

3 Procedures for how to align IEC MRs between EBG and ETC

1. EBG is responsible for the functional business domain and comes up with proposals for changes to the functional business level in CIM, while ETC is responsible for technical QA of the proposed additions/updates to CIM from EBG and for communicating agreed additions/updates to IEC.

2. Every time a new BRS is published, EBG should see if there are new attributes, classes, associations or similar and report these to ETC, who analyses if these are candidates for updates of CIM – and if so, forward these as MRs to IEC.

3. If ebIX® (ETC) gets options from IEC on how to update CIM, based on an ebIX® MR, the option(s) should be presented to EBG for commenting.

4. After relevant updates in CIM, EBG should be informed, to see if definitions etc. should be updated in the ebIX® BRSs.

4 Procedures for cooperation between EBG and ETC regarding updates of HEMRM

1. A new role or domain is suggested or change of an existing role or domain is proposed at a HG-meeting (that we think would affect ebIX®-exchanges):

   a) Is next meeting an EBG meeting or an ETC meeting?

      i. If EBG: An HG-member from ebIX® shall send the relevant parts of the minutes from the HG meeting to the convener of EBG

      ii. If ETC: The change will be discussed at the ETC meeting and secretary of ETC will send relevant parts of the minutes (HG and ETC meeting) to the convener of EBG.

   b) When input later comes from EBG to ETC

      i. The input will be discussed at the ETC meeting and the secretary of ETC will distribute the result of the discussion (plus the input from EBG) to all ebIX® members of HG + the convener of EBG.

         ➢ If comments and/or questions, a special ebIX® meeting among ebIX® members of HG and invited EBG members can be held before next HG meeting to handle the comments and questions.

2. A new role or domain or amendments on an existing role or domain is suggested from EBG:

   a) The suggestion will be discussed at next ETC meeting and the secretary of ETC will send relevant parts of the ETC minutes to the convener of EBG plus ebIX® members of HG.

      i. If comments and/or questions, a special ebIX® meeting among ebIX® members of HG and invited EBG members can be held before next HG meeting to handle the comments and questions.

   b) A new role or domain, or amendments on an existing role or domain, introduced in a BRS shall be discussed within ETC (and if ETC find it needed, discussed in the HG) before the BRS is published.

3. A new role or domain is suggested within ETC:

   a) The secretary of ETC will send the relevant parts of the ETC minutes to the convener of EBG plus ebIX® members of HG.

      i. See further 1.b) above.

5 Tasks

ETC will:

- Maintain the ebIX® technical documents, which includes:

   a) A methodology based on international standards, such as UMM and Core Components Technical Specification from UN/CEFACT and CIM from IEC.

   b) Tools and rules for helping ebIX® working groups work

   c) Registries/repositories for Core Components, code lists, blueprints, document types etc.

- Harmonise information interchange principles with other standardisation bodies, such as ENTSO-E and EFET.

- Participate in international standardisation organisations, such as UN/CEFACT and IEC.

- Administrate Maintenance Requests (MRs) to international standardisation organisations, such as UN/CEFACT and IEC.

- Be responsible for publication of its activities and results as ebIX® information.

- Organise implementation support for the ebIX® standards.

6   Members, convenor and secretary

The ebIX® Forum member(s) for each country may appoint an ETC member (one per country). Each ETC member can call upon other experts when needed. Observing members can become corresponding members of ETC.

The ETC elects its own convenor. The role rotates between the members on a yearly basis. The ETC can appoint a consultant that may act as secretary to the group.

7   ETC meetings

The ETC work group will meet when necessary. The meetings of the ETC will be hosted by the member organisations on a rotary basis.