



International Committee on EDI for Serials

ICEDIS: Terms of Reference

Version 1.0, April 2012

1. ICEDIS is the committee of members of EDItEUR responsible for governance of EDItEUR's serials and library supply chain standards:
 - a. ICEDIS messages for publisher and subscription agent communication
 - b. EDIFACT messages for the library supply chain
 - c. EDItX messages for the library supply chain
 - d. ONIX for Serials and ONIX for Subscription Products
 - e. ONIX for Publication Licences
2. Membership of ICEDIS is open to all EDItEUR members, and any EDItEUR member is entitled to send representatives to ICEDIS meetings and to participate in ICEDIS Working Groups.
3. Multiple representatives of EDItEUR members may attend and speak at ICEDIS meetings; but each member shall have only one official representative.
4. Members of staff of EDItEUR and consultants to EDItEUR shall attend and may speak at ICEDIS meetings, but shall not participate in decision-making activities.
5. EDItEUR may also invite third parties (particularly potential new members) to attend ICEDIS meetings, subject only to the approval of the joint chairs.
6. ICEDIS shall meet at least twice a year to coincide with appropriate industry events, currently after the UKSG meeting and before the Frankfurt Book Fair. ICEDIS shall also meet once per year in North America, and work is continuing in seeking the most appropriate venue to attract members (and potential new members).
7. ICEDIS shall elect two joint chairs from among its membership. Each joint chair will be elected to serve for a three-year period and, after serving a three year term, will not be eligible for re-election for another three years: to provide some continuity, in other than exceptional circumstances, the joint chairs will not both be replaced in the same year.
8. The role of the chairs is to preside at ICEDIS meetings and to liaise with EDItEUR over the business of the meetings and the direction of ICEDIS work; secretariat support will be provided by EDItEUR.
9. So far as possible, ICEDIS shall make decisions on the basis of consensus (defined by ISO as "lack of sustained opposition"); if necessary, a formal vote will be taken among the official representatives of EDItEUR members (including the joint chairs). In the event of a tied vote, the decision will be referred to the EDItEUR Board for ultimate adjudication.
10. ICEDIS shall have the following responsibilities:
 - a. To establish policies, procedures and priorities for the maintenance and development of EDItEUR standards to support the Library supply chain and the effective management of subscription resources
 - b. To approve new work items and new releases of these EDItEUR standards after agreed review processes have been successfully completed, and to resolve any disagreements arising from those processes
 - c. To establish Working Groups to undertake new work items and monitor their progress
 - d. To establish policies for the promotion and support of these standards
 - e. To establish policies for collaboration with other parties and to monitor their execution