



## Project stages, with timescales

The basic project management system adopted by ISO is a six-stage system, plus an optional preliminary phase (stage 0) (*Dir/Part 1/2.1.2*). In some cases (e.g. certain types of Technical Report) stages may be omitted (*Dir/Part 1/Annex G*). All stages are sub-divided into sub-stages (*Dir/Part 1/H.1*). Mandatory time limits are specified for the main stages (*Dir/Part 1/2.1.5*). The following table is a synthesis of these references.

### Potential (preliminary or proposed) projects

Project stage	Milestones	Action/deliverable	Sub-stage
0 Preliminary stage	Starts with ...	Receipt of proposed preliminary work Item (PWI)	00.00
	Ends with ...	Rejected PWI/Proposed new work item proposal	00.98/00.99
1 Proposal stage	Starts with ...	Registration of New work item proposal (NP)	10.00
	Intermediate milestone ...	Ballot on NP	10.20
	Ends with ...	Rejected NP/approved new project	10.98/10.99

### Active (approved) projects

Project stage	Milestones	Action/deliverable	Sub-stage	Elapsed time <sup>1</sup> , m
2 Preparatory stage	Starts with ...	Registration of approved new work item (AWI)	20.00	0
	Intermediate milestone ...	1st <b>working draft (WD)</b>	20.20	<b>6 max.</b>
	Ends with ...	Approval to register 1st <b>committee draft (CD)</b> Proposed draft Technical Report (DTR)	20.99	<b>18 max.</b>
3 Committee stage	Starts with ...	Registration of Committee draft (CD) Registration of Draft Technical Report (DTR)	30.00	-
	Intermediate milestone ...	Ballot/s on CD/s (incl. conversion to DIS) Ballots on proposed amendments Ballot on adoption of DTR as proposed TR	30.20	-
	Ends with ...	Proposed draft International Standard Proposed draft amendment Approved draft Technical Report <sup>2</sup>	30.99	24 <sup>3</sup> approx.
4 Enquiry stage	Starts with ...	Registration of Draft International Standard (DIS) Registraton of Draft amendment (DAM)	40.00	-
	Intermediate milestone ...	Ballot/s on DIS/s	40.20	-
	Ends with ...	<b>Proposed final draft International Standard</b> Proposed final draft amendment	40.99	<b>36 max.</b>
5 Approval stage	Starts with ...	Registration of final draft International Standard (FDIS) Registration of Final draft amendment (FDAM)	50.00	-
	Intermediate milestone ...	Ballot on FDIS/FDAM	50.20	-
	Ends with ...	Rejected/approved text of International Standard/amendment	50.98/ 50.99	-
6 Publication stage	Starts with ...	Approved text of International Standard/ amendment/Technical Report	60.00	-
	Ends with ...	Published International Standard/amendment/TR	60.60	43

1) Elapsed time is measured from registration at stage 20.00 by ISO/CS, i.e. when a project is deemed to be 'active'.

2) Type 2 & 3 TR do not go through the enquiry stage, but may be edited and published directly.

3) Not specified, but availability at 24 months permits the mandatory target for FDIS to be achieved.