

Tasks_by_Person

Assigned	Number	Action items for ASC OP/TF 4	Due Date	Completed
		OLD ITEMS:		
AK	11	AK11) prepare draft of ISO 10110-18 by 8/30/8 in process; status?	08/30/08	
AK	14	AK14) prepare a solicitation for a new expert for WG4 to focus on databases and data structures for optics 6/15/08 new date 7/31/08 Status?	07/31/08	
AK	15	AK15) solicit ASC/OP, Zemax, ORA, and Lamda Scientific for an additional representative to WG4 to focus on database 6/30/08 not done; new date 7/31/08 Status?	07/31/08	
DMA	8	DMA8) prepare OP1.002 for submittal as methods 3 and 4 of 10110-7 by 7/30/8 not started. Real due date is 5/1/09, in prep for Berlin. I haven't started yet. I'll do this after P-W	07/30/08	
TBD	16	TBD16) review ISO DIS 23584-1 draft with specific comments 7/31/08 past due. new date TBD waiting on AK14, 15.	07/31/08	
TBD	17	TBD17) review ISO CD 23584-2 (when circulated on 9/30/8) with specific comments based on US industry needs 12/31/08 waiting on AK14, 15.	12/31/08	
TBD	18	TBD18) review input to the global ISO database in light of the "standards as databases" initiative, and develop a clear US opinion and/or specific comments for changes/corrections/improvements waiting on AK14, 15. This is now urgent.		
		NEW ITEMS:		
AK	31	AK31) review ISO 10110-11 and lead discussions in Rochester due 10/20/8 deferred to P-W Submit written comments by 11/30/08	11/30/08	
AK	33	AK33) Modify OP3.001 to be consistent with ISO 12123 and offer as ISO 10110-18		
BC	27	BC27) review ISO 10110-5 and lead discussions in Rochester due 10/20/8 see new task BC34	10/20/08	
BC	36	BC36) Write forward for -12 for committee to review at PW, due 11/30/08	11/30/08	
DMA	29	DMA29) review ISO 10110-8 and lead discussions in Rochester due 10/20/8 deferred to P-W Submit written comments by 11/30/08	11/30/08	
DMA	34	DMA34) Find out what ASML does for prisms on tables		
DMA	35	DMA35) Forward Greg Forbes' Paper to committee for Forbes Aspheres. status: asked Forbes for distribution permission.		
DMA	37	DMA37) Write up pricing proposal for standards, due 11/30/08	11/30/08	
GB	30	GB30) review ISO 10110-9 and lead discussions in Rochester due 10/20/8 deferred to P-W Submit written comments by 11/30/08	11/30/08	
RW	32	RW32) Contact R. Litschel to determine if he is open to assistance with -6, or if he would like to let Ray be project leader. submit NWP if the latter. due 11/29/08.	11/29/08	
		DONE ITEMS:		
AK	24	AK24) propose re-wording of wavelength note due 10/10/8	10/10/08	10/20/08
AK	26	AK26) review ISO 10110-2, ISO 10110-3, and ISO 10110-4 to lead discussions in Rochester due 10/20/8 see new task AK33	10/20/08	10/20/08

Tasks_by_Person

Assigned	Number	Action items for ASC OP/TF 4	Due Date	Completed
DMA	1	DMA1) Prepare new draft of ISO 10110-8 with corrected definitions/notes and change scan lengths to bandwidths- send to MB by 5/29/8 -done	05/29/08	X
DMA	2	DMA2) circulate ISO 10110-8 once i have email list from M. Bray. -done		X
DMA	3	DMA3) circulate 14999-5 to evans, ASC WF committee for comment by 6/30/8 -done 7/7	07/07/08	X
DMA	4	DMA/PT4) Write list of measurement methods for Hans-Jorg on measurement of surface texture by 6/30/08 -done 6/30	06/29/08	X
DMA	6	DMA6) remind M. Bray to find PSD definition in ISO documentation -done		X
DMA	7	DMA7) remind Karl, Reinhold, others to provide data on surface texture versus P-level. -done		X
DMA	9	DMA9) designate expert (Peter T?) for the WG1 expert for texture measurements by 5/30/8 -done	05/30/08	X
DMA	10	DMA10) designate/connect Dan Neal to Tom Williams for WFS standard project by 5/30/8 -done	05/30/08	X
DMA	13	DMA13) prepare HOD report for meeting in Bucharest by 6/30/8 -done	06/30/08	X
DMA	19	DMA19) propose new language to be used in ISO 9334 for the secretariat by 5/30/08 -done	05/30/08	X
DMA	20	DMA20) complile and submit comments on 14999-5 to Birch - 8/8/8 -done 8/9/8	08/09/08	8/9/08
DMA	22	DMA22) send new version of ISO 10110-1 forward to Secretary (done)		X
DMA	25	DMA25) draft and float an ISO 10110-10 forward to Secretary for ANSI's consideration due 9/15 /08; I haven't started. Will do this by 10/10/8	10/10/08	10/20/08
DMA	21a	DMA21) prepare forward for ISO 10110-1 for review by US committee.	08/01/08	8/8/08
DMA	22b	DMA21) prepare forward for ISO 10110-10 for review by US committee. - due 8/1/8 -1 done 8/8/8, -10 in process. New date 10/6/8	10/06/08	10/15/08
GB	23	GB23) propose re-wording of wavelength note due 10/10/8	10/10/08	10/20/08
PT	4	DMA/PT4) Write list of measurement methods for Hans-Jorg on measurement of surface texture by 6/30/08 -done 6/30	06/30/08	X
RW	5	RW5) write language for addition of TIR to 10110-6 by 8/30/8 in process; status? -complete. Next step is to discuss with Reinhold Litschel, I think. Ray, can you call or email him? Added task RW32 below.	08/30/08	X
RW	12	RW12) input suggested changes to ISO 10110-6 based on Harvey's draft from 2002 (N200 for SC1) Status? -complete, but see RW32.		X
RW	28	RW28)review ISO 10110-6 and lead discussions in Rochester due 10/20/8 see new task RW32	10/20/08	10/20/08