

The following is the outline of the activities to be conducted by the IAA Alliance in FY2004.

1. Summary

In the fiscal year 2004, we will continue to perform the activities of IAA Alliance under the conduct of each working group by reviewing the activity results from the previous year. Specifically, in this fiscal year, we will promote activities with a focus on strengthening the organizational structure and providing education to outside parties.

2. Activities of the Steering Committee

2.1 Policies for activities

The steering Committee will promote activities during the fiscal year 2004 with a focus on strengthening the organizational structure and providing education to outside parties.

2.2 Details of activities

Steering Committee meetings will be held once per month to reach the agreements on various issues and topics. The Steering Committee will also hold separate meetings as required to discuss opinions on relevant topics. Furthermore, the committee will promote the IAA systems through joint experiments while groping for in cooperation with organizations, like a self-governing body.

2.3 Goals of activities

The goals of the activities of the Steering Committee is to ensure the success of various events, such as public tests, participating events, and interconnectivity tests, led by each working group.

2.4 Activities plans

The Steering Committee will perform the following.

Apr. - May, 2004 Preparations for General Meeting

Apr. - June, 2004 Preparations of the special exhibition for Japanese Society for Dialysis Therapy

Apr. - Sep., 2004 Questionnaire of emergency communication system conducted on diplomats in Japan.

July - Sep., 2004 Preparations for Tokyo joint disaster drills

Nov., 2004 - Jan., 2005 Preparations for general disaster drills

Jan. - Mar., 2005 Preparations for General Meeting

emergency activities on demand

3. Activities of Working Groups

The Working Groups shall conduct the following activities.

3.1 Outside Strategy Working Group

3.1.1 Policies for activities

The policy is to perform activities relevant to the mission of the Outside Strategy Working Group.

3.1.2 Details of activities

The Outside Strategy Working Group will follow the activity plans and shall achieve the goals of activities.

3.1.3 Goals of activities

The Outside Strategy Working Group will continue to promote external strategies for the IAA system in the fiscal year 2004. In addition to the IAA system for emergency, the IAA systems for general use and mobile phones are planned to be established as part of the promotion of the IAA system. The open events will be held actively to increase awareness of the IAA Alliance as well.

3.1.4 Activity plans

Apr., 2004 - Mar., 2005 Participate in exhibitions, demonstrations, and seminars of IAA in collaboration with the various organizations.

Aug., 2004 Establish the IAA systems for general use and mobile phones

Oct., 2004 Begin the basic investigation of the promotion of IAA system in the local government and corporations.

Dec., 2004 Begin the basic investigation of the operation of IAA system-ASP in collaboration with Osaka IDC.

3.1.5 Leader

Sun Microsystems K.K. (Person in charge: Masaaki Sato)

3.2 Standardization Working Group

3.2.1 Policies for activities

The policy is to perform activities relevant to the mission of the Standardization Working Group.

3.2.2 Details of activities

The Standardization Working Group will follow the activity plans and shall achieve the goals of activities.

3.2.3 Goals of activities

During the FY2003, the Standardization Working Group has prepared to establish standardization for the 1st alpha version of IAA system data exchange format. In this fiscal year, the group will open the 1st alpha version of draft, which was settled after the several debates within the Standardization Working Group, to the members of IAA Alliance and conduct interconnectivity tests between two IAA systems in collaboration with the Interconnectivity Working Group. With the results of these tests, the Standardization Working Group will continue to develop and extend the format to become international data exchange format and standardized it to work among several IAA systems. At the same time, the Group will provide the standardized format to the non-members of IAA Alliance.

3.2.4 Activity plan

- Middle of Apr., 2004 Establish standardization for the 1st alpha version of IAA system exchange format
(Open to the members of IAA Alliance, Conduct interconnectivity tests between two IAA systems)
- Middle of July, 2004 Establish standardization for the 1st beta version of IAA system exchange format
(Conduct interconnectivity tests among three or more IAA systems)
- Middle of Nov., 2004 Establish standardization for the 1st () version of IAA system exchange format
(Settle the format designed to become international)
- Beginning of Mar., 2005 Establish standardization for the 1st version of IAA system exchange format
(Open to non-members of IAA Alliance)

3.2.5 Leader

Masaya Nakayama (Information Technology Center, Tokyo University)

3.3 Interconnectivity Working Group

3.3.1 Policies for activities

The policy is to perform activities relevant to the mission of the Interconnectivity Working Group.

3.3.2 Details of activities

The Interconnectivity Working Group will follow the activity plans and shall achieve the goals of activities

3.3.3 Goals of activities

During the FY2003, the Interconnectivity Working Group has conducted interconnectivity tests between two systems (Monster IAA <=> NetStar IAA) based on the IAA system exchange data format (1st alpha version), which was established by the Standardization Working Group.

The Group will invite the systems other than the mentioned in the FY2004 and conduct interconnectivity tests among three or more systems. Furthermore, any issues, which may arise when the systems are interconnected, will be discussed to establish the operation guideline for the IAA system.

3.3.4 Activity plan

May, 2004 Interconnectivity tests

- End of May, 2004 Establish the 1st alpha version of IAA system operation guideline
- Beginning of Aug., 2004 Undertake verification and actual installations of the 1st beta version of IAA system exchange format
- Beginning of Sep., 2004 Interconnectivity tests
- Middle of Jan., 2005 Undertake verification and actual installations of the 1st () version of IAA system exchange format

3.3.5 Leader

Institute of Applied Internet Technology, Inc. (Person in charge: Taro Maruyama)

3.4 User Interface Working Group

3.4.1 Policies for activities

The policy is to perform activities relevant to the mission of the User Interface Working Group.

3.4.2 Details of activities

The User Interface Working Group will follow the activity plans and shall achieve the goals of activities. Consult about the cost required for the improvement of accessibility to balance the cost and accessibility.

3.4.3 Goals of activities

During the fiscal year 2004, Complete the guideline to improve the accessibility of user interface for Web, Fax and mobile phones and improve the accessibility with applying the guideline to the user interface of the registration search of existing IAA system. Study the accessibility of user interface for other than Web and attempt to improve the accessibility as well. Distribute questionnaire to diplomatic offices in Japan to gather basic information to make IAA system a global standard.

3.4.4 Activity plan

June, 2004 Special exhibition for Japanese Society for Dialysis Therapy

Oct., 2004 Apply the guideline for registration search web page of IAA system and evaluate

Sep., 2004 Distribute questionnaire on IAA system to diplomatic offices in Japan

- Mar., 2005 Complete the accessibility guideline

3.4.5 Leader

CRL Information and Network Systems Division Secure Network Group
(Person in charge: Takeshi Ebina)

3.5 Emergency Response Working Group

3.5.1 Policies for activities

Provide emergency response in the event of a disaster or other emergency situation.

3.5.2 Details of activities

In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.

3.5.3 Goals of activities

During the fiscal year 2004, in the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.

3.5.4 Plans for activities

Operate the IAA system in accordance with requirements.

3.5.5. Leader

CRL Information and Network Systems Division Secure Network Group
(Person in charge: Takeshi Ebina)

4 Activities of the Secretariat

4.1 Policies for activities

Support the activities of the Steering Committee, the General Meeting, and the various Working Groups.

4.2 Details of activities

Conduct the following activities.

4.2.1 Work related to Alliance Members:

Administrative tasks related to new memberships and cancellation of memberships, announcements, etc.

4.2.2 Tasks related to membership fees:

Collect membership fees, remind, manage, pay various costs, confirm account balance, create financial report.

4.2.3 Tasks related to Steering Committee:

Schedule Steering Committee meetings, create agendas and materials, prepare teleconferences, create meeting minutes.

4.2.4 Tasks related to General Meetings:

Schedule General meetings, create agendas and materials, prepare teleconferences, create meeting minutes.

4.2.5 PR activities:

Respond to general inquiries (from the press and like), create inquiry logs and report to the groups, such as Steering Committee, make external announcements of events, create materials for press releases, manage the homepage, create, manage, and maintain the mailing lists.

4.2.6 Various procedures:

Create documents on requests to Director-General, respond to inquiries from participating organizations, create various document formats, make event announcements to members, summarize results of participating events.

4.2.7 Tasks related to Working Groups:

Clarify procedures to create new Working Groups, make announcements on Working Group activities, monitor their activities, summarize activity results, report

the results regularly, provide the information to the members. Undertake administrative tasks in collaboration with each Working Groups.

4.2.8 Other:

Appropriate administrative tasks, as requested.

4.3 Goals of activities

Support the activities of the Steering Committee, the General Meetings, and the various Working Groups.

4.4 Activity plans

Appropriately undertake each of the various tasks in an appropriate time frame.

IAA Alliance FY2004 Activity Schedule

	2004 Apr.	May	June	July	Aug.	Sep.	Oct.	Nov.	Dec.	2005 Jan.	Feb.	Mar.
Steering Committee (The numbers indicate the committee meetings)	Preparations for 4th general meeting	Preparations of the special exhibition for Japanese Society for Dialysis Therapy	Questionnaire of emergency communication	Preparations for Tokyo joint disaster drills					Preparations for general disaster drills			Preparations for 5th general meeting
		17 th	18 th	19 th	20 th	21 st	22 nd	23 rd	24 th	25 th	26 th	27 th
Outside Strategy WG		Preparations of the special exhibition for Japanese Society for Dialysis Therapy		Discuss a part in Disaster Prevention Day related events	Discuss a part in the Development of Community				Basic investigation of the operation of IAA system-ASP in collaboration with Osaka IDC.			
									Basic investigation of the promotion of IAA system in the local government and corporations			
									Establish the IAA systems for general use and mobile phones			
Standardization WG	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems	Establish 1st version of standardization guideline for exchange format between IAA systems
Interconnectivity WG	Establish 1st version of guideline for IAA system operation	Interconnectivity test	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems	Evaluate and implement based on 1st version of standardization guideline for exchange format between IAA systems
User Interface WG		Preparations of the special exhibition for Japanese Society for Dialysis Therapy		Apply guideline to IAA system registration/retrieval web page and	Apply guideline to IAA system registration/retrieval web page and	Apply guideline to IAA system registration/retrieval web page and	Apply guideline to IAA system registration/retrieval web page and	Apply guideline to IAA system registration/retrieval web page and	Complete the accessibility guideline	Complete the accessibility guideline	Complete the accessibility guideline	Complete the accessibility guideline
Emergency Response WG			In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.	In the event of a disaster or other emergency situation, start up the IAA system as requested, maintain the system, and stop operation when the system is no longer needed.
Events		Fourth General Meeting	Participate in the special exhibition for Japanese Society for Dialysis Therapy			Participate in Tokyo joint disaster drills	Participate in Disaster Prevention Day related events	Questionnaire on victim information registration and retrieval in diplomatic offices	Participate in Development of community WS			Participate in general disaster drills